



**City of Laredo  
Purchasing Division**

July 25, 2024

Mr. Juan C. Rodriguez  
Royal Contractors  
3712 Josefina Drive  
Laredo, Texas 78041

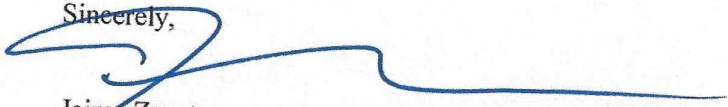
Re: Windshield & Black Glass Replacement/Repair Services – Fleet Department  
Contract FY23-072

Dear Mr. Rodriguez,

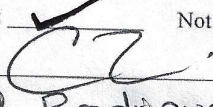
This is to inform you that the contract renewal FY23-072 which was approved by City Council on September 5, 2023 is up for renewal. This is the first of three one (1) year extension periods. Please advise if you wish to renew this contract.

As a reminder compliance with the contract terms are the responsibility of the awarded vendor (s) and the respective City user department(s). If there are any questions regarding this renewal notice, please feel free to call me at (956)794-1731.

Sincerely,

  
Jaime Zapata  
Purchasing Agent

Xc. Purchasing Division

|                                                                                                           |                                                            |
|-----------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| Royal Contractors                                                                                         |                                                            |
| Request a contract extension: <input checked="checked" type="checkbox"/>                                  | Not request a contract extension: <input type="checkbox"/> |
| Authorized Signature:  |                                                            |
| Print Name: <u>Juan C. Rodriguez</u>                                                                      |                                                            |
| Date: <u>07/29/24</u>                                                                                     |                                                            |