



City of Laredo Purchasing Division

RENEWAL LETTER

April 27, 2026

LegalShield
Alicia Underwood
One Pre-Paid Way
Ada, OK 74820

Re: LegalShield – Legal ID Theft
FY23-024 – RFP Voluntary Products - Extension I

Dear Ms. Underwood,

Contract FY23-024 for Voluntary Products will expire on September 30, 2026. The term of this contract was for a period of three (3) years with the option to renew for two (2) additional one (1) year periods, upon mutual agreement of both parties. This is the first of two extension period.

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City’s discretion and is contingent upon the agreement and acceptance by the City Council.

Sincerely,

Jaime E. Zapata, MPA, CTCD, CTCM
Purchasing Agent

Xc: Purchasing File

LegalShield
Request a contract extension: <input checked="" type="checkbox"/> X <input type="checkbox"/> Not request a contract extension: <input type="checkbox"/>
Authorized Signature: <u>Jennifer Moore</u>
Print Name: <u>Jennifer Moore</u>
Date: <u>4/28/2026</u>