



City of Laredo Purchasing Division

RENEWAL LETTER

August 8, 2025

Carol Marchand
GRA, Incorporated
2000 Duke Street
Alexandria, VA 2231

Re: FY24-106 – Air Service Development 2024
Extension I

Dear Carol Marchand,

This is to inform you that contract FY24-106 which was approved by City Council on October 28, 2024 is up for renewal. This is the first of two extension periods. Please advise if you wish to renew this contract.

Price Adjustment

The City of Laredo will allow unit price adjustments upwardly or downwardly when correlated with an industry wide adjustment. Any request for reasonable price adjustments will be considered. Justification for the requested adjustment on original fixed pricing must have mutual consent from both parties and be supported by appropriate documentation. The city will not take action to intentionally delay legitimate manufacturer unit price increases. The City of Laredo reserves the right to cancel the contract if the price increase is deemed excessive; a new contract vendor will be selected on the basis of competitive bids. Documentation may be emailed to jezapata@ci.laredo.tx.us.

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. If there are any questions regarding this renewal extension, please feel free to call me at (956) 794-1731.

Sincerely,


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

Xc: Purchasing File

GRA, Incorporated

Request a contract extension: ☒ Not request a contract extension: ☐

Authorized Signature: _____

Print Name: David Weingart

Date: 8/11/2025