



## City of Laredo Purchasing Division

### RENEWAL LETTER

April 22, 2024

Tovar Landscaping  
Saul Tovar  
110 E. Paredes  
Laredo, TX 78043

Re: FY23-033 Manadas Creek Maintenance – Academy  
Extension I

Dear Mr. Tovar,

A formal contract for providing Maintenance Services to the Manadas Creek - Academy for the City of Laredo Environmental Services was awarded to your company on June 1, 2023. The term of this contract was for a period of one (1) year with the option to renew three (3) additional one (1) year periods upon mutual agreement of both parties. This is the first of three (3) extension periods.

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,

Enrique Aldape, III  
Interim Purchasing Agent

Xc: Purchasing File

Tovar Landscaping

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

Authorized Signature: \_\_\_\_\_

Print Name: Saul Tovar

Date: 04/22/2024