



## **ADDENDUM I**

**SUBJECT:** Formal Request for Offer ("RFO") Annual Contract for Narcotics Test Kits for San Antonio Police Department (SAPD) (RFx: 6100019205), Scheduled to Open: December 15, 2025; Date of Issue: November 21, 2025

**FROM:** Shelly Reynolds  
Procurement Manager

**DATE:** December 15, 2025

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I- TO THE ABOVE REFERENCED FORMAL REQUEST FOR OFFER**

**THE ABOVE MENTIONED REQUEST FOR OFFER IS HEREBY AMENDED AS FOLLOWS:**

**1. REVISED:** The Bid Opening date is hereby extended to **December 16, 2025 at 10:00 a.m., Central Time.**

A handwritten signature in black ink that reads "Shelly Reynolds".

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Shelly Reynolds  
Procurement Manager  
Finance Department – Procurement Division

SR/rz