**PUBLIC NOTICE**

**REQUEST FOR LETTER OF INTEREST (“LOI”)**

**Lake Havasu City, Arizona**

**LOI CLOSING DATE: March 10th, 2021**

**LOI No: 21-50133**

LOI TITLE: Transit Bus Stop

**LOI NOTICE:** Notice is hereby given that letters of interest shall be received by the **City Procurement Office, via email at** [purchasing@lhcaz.gov](mailto:purchasing@lhcaz.gov) **or delivered to 2330 McCulloch Boulevard N., Lake Havasu City**, **Arizona, 86403 no later than 3:00 p.m.** **Arizona Time on March 10, 2021.**

Lake Havasu City (“City”) may reject any LOI not in compliance with all prescribed procurement procedures and requirements, and may reject for good cause any or all LOIs if Lake Havasu City finds it is in the public interest to do so.

**DESCRIPTION:** Lake Havasu City (“City”) is requesting a Letter of Interest (“LOI”) from Bus Stop providers (“Supplier”) who may consider submitting a quote for providing one large bus stop and three smaller bus stops. Bus Stop providers must submit as part of their Letter of Interest that they can meet all the following minimum requirements:

* Supplier must be established and currently in operation. Start-up operations will not be considered.
* Supplier will able to provide plans for one bus stop not larger than 17ft long X 6ft wide X 8ft high and three small bus stops not larger than 13ft long x 5ft wide x 8ft high.
* Large bus stop must have benches on both sides so there will be shade at all times.
* Bus stops must have ADA accessibility.
* These bus stops must provide a solar lighting option
* Delivery time for all the bus stops must be deliver no later than May 30, 2021
* The City will be responsible for bus stop installation.
* If your Letter of Interest is confirmed to meet the City’s minimum requirements, Supplier will be notified to provide a quote that includes the above specified bus stops, benches and freight no later than 7 days after City’s submittal of a Request for Quote.
* Accept the City’s standard purchase order terms and conditions as required by the City, which can be downloaded from the City’s website at

Suppliers must submit their LOI providing their legal business name, primary contact information, current federal, state and local licenses and permits, business location(s), years in business, and management structure including a brief statement on Supplier’s qualifications to the meet the above requirements to [Purchasing@lhcaz.gov](mailto:Purchasing@lhcaz.gov) no later than the exact time and date indicated above.

Questions may be submitted in writing via email to [Purchasing@lhcaz.gov](mailto:Purchasing@lhcaz.gov) and to be given consideration must be received at least five (5) days prior to the deadline date for submission of the LOI, with the deadline of 4:00 p.m., Arizona Time, March 7th, 2021.

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Request for LOI may be obtained by email to [purchasing@lhcaz.gov](mailto:purchasing@lhcaz.gov).

**\*Publish: March 4, 5, 6 and 7, 2021 (Havasu News Herald)**

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HAVASU NEWS HERALD

DO NOT PUBLISH INFORMATION BELOW THIS LINE.

**Please furnish Proof of Publication.**

**\*\*Bill to: Lake Havasu City, Administrative Services Department, 2330 McCulloch Blvd. N., Lake Havasu City, Arizona 86403 or email** [accountspayable@lhcaz.gov](mailto:accountspayable@lhcaz.gov)