



LAKE HAVASU CITY, ARIZONA  
ADMINISTRATIVE SERVICES DEPARTMENT  
◆ PROCUREMENT ◆

**INVITATION TO BID**  
**PROJECT NAME**  
**PROJECT NO.**  
**ADDENDUM NO. X**  
**(DATE: )**

Attention is called to the following changes, additions, clarifications and/or deletions to the original solicitation and they shall be considered in preparing submissions:

There is no change in the opening date. **Submissions are due no later than 3:00 p.m., Arizona Time, April 8, 2026**, at the City Clerk's Office, 2330 McCulloch Blvd. N., Lake Havasu City, AZ 86403.

**ITEM 1 – CLARIFICATION**

**Traffic Control and Work Authorization Clarification**

**REPLACE SECTION H-2 – SPECIAL PROVISIONS (Page 26, Paragraph 1) WITH THE FOLLOWING:**

The Contractor shall receive work requests via email from the City Representative and shall respond to each request within forty-eight (48) hours, excluding weekends and holidays. Each work request or group of repairs will be project-specific and may include additional specifications or requirements unique to that project.

Traffic control is not included as a standalone bid item within the Bid Price Schedule. Requirements for traffic control will vary based on the location, scope, and complexity of each individual assignment, and shall be addressed on a per-project basis.

The Contractor shall submit a detailed proposal or quote for each work request identifying any additional costs not included in the unit price schedule, including but not limited to traffic control, signage, barricades, and other related measures. Upon approval by the City Representative, the Contractor shall complete all work within thirty (30) calendar days unless otherwise authorized. Priority of repairs will be determined solely by the City Representative, and the Contractor shall perform all assigned work in a consistent, timely, and professional manner.

\\

## ITEM 2 – Questions

**Question:** *On page 4 Section 8. Descriptive Literature. Does the city require this for every piece of equipment we plan to use on these projects? That is quite an extensive list. Every truck, trailer, tractor, or tools we plan to use? More clarification on this would be appreciated please.*

**Answer:** Page 4 Section 8. Descriptive Literature states that “All Bidders must submit complete manufacturer’s descriptive literature regarding the equipment they propose to furnish.”

For clarification, the City requires descriptive literature only for equipment that will be supplied to the City as part of the contract and included in the bid schedule. Contractor-owned equipment used to perform the work but not given to the City does not require descriptive literature.

**Question:** *Will the city provide a wash out area for the concrete mixers? Can we wash out on the back side dirt area of one of the projects we're doing if we clean it up afterwards? Or do you have other ideas?*

**Answer:** The City will not supply a wash out area. Contractor will need to supply their own wash out container.

**Question:** *On page 17 it says "NOTE: Contractor must complete A or B below." Only section A is listed. I'm assuming it meant the section above section A regarding a corporation, LLC, or partnership?*

**Answer:** The City has provided a replacement document in this Addendum No. 1 to clarify the “A or B” reference on page 17. Bidders shall use the attached replacement document in the addendum and submit it with their bid in place of the original section.

*Susie Fox*

Senior Procurement Specialist

**EXHIBIT 2  
LAKE HAVASU CITY SERVICES CONTRACT  
CONTRACT NO. 500780**

**CERTIFICATION STATEMENT FOR CORPORATION OR INDEPENDENT CONTRACTOR**

**NOTE: Contractor Must Complete A or B below:**

**A. CONTRACTOR IS A CORPORATION, LIMITED LIABILITY COMPANY OR A PARTNERSHIP.**

I certify under penalty of perjury that Contractor is a [check one]:

Corporation     Limited Liability Company     Partnership     Non-Profit Corporation  
authorized to do business in the State of Arizona

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**B. CONTRACTOR IS A SOLE PROPRIETOR WORKING AS AN INDEPENDENT CONTRACTOR.**

Contractor certifies under penalty of perjury that the following statements are true:

1. If Contractor is providing labor or services under this Contract for which registration is required under A.R.S. Title 23, Chapter 6, Contractor has registered as required by law, **and**
2. If Contractor performed labor or services as an independent Contractor last year, Contractor filed federal and state income tax returns last year in the name of the business (or filed a Schedule C in the name of the business as part of a personal income tax return), **and**
3. Contractor represents to the public that the labor or services Contractor provides are provided by an independently established business, **and**
4. All of the statements checked below are true.

**NOTE: Check all that apply. You must check at least four (4) to establish that you are an Independent Contractor.**

- A. The labor or services I perform is primarily carried out at a location that is separate from my residence or is primarily carried out in a specific portion of my residence which is set aside as the location of the business.
- B. I purchase commercial advertising or I have business cards for my business, or I am a member of a trade association.
- C. My business telephone listing is separate from my personal residence telephone listing.
- D. I perform labor or services only under written contracts.
- E. Each year I perform labor or services for at least two different persons or entities.
- F. I assume financial responsibility for defective workmanship or for service not provided by purchasing performance bonds, errors and omission insurance or liability insurance, or providing warranties relating to the labor or services I provide.

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Date