



LAKE HAVASU CITY, ARIZONA
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT DIVISION

NOTICE OF INTENT TO MAKE A NONCOMPETITIVE SOLE SOURCE PURCHASE

ARMORED TRUCK BANK DEPOSIT DELIVERY SERVICE

July 25, 2025

Lake Havasu City, Arizona intends to purchase the above referenced commodity or service for which we believe only one known provider in this geographical area exists. This document contains the specifications and justification for the noncompetitive sole/single source procurement. Any vendor who does not agree that this commodity or service is available only from the source described in this document must contact the procurement official listed below by the response deadline. Do Not Contact the Requester. Any questions regarding this notice **must** be obtained through Administrative Services Department – Procurement Division (hereinafter referred to as “ASD-Procurement”) during the publication period.

REQUESTER: Trinna Ware, Finance Manager, Administrative Services Department/Finance Division (Lead)
Colene Lowery, Court Administrator, Municipal Court

PURCHASE DESCRIPTION: Service provider agrees to pick up, receive from, and/or deliver to Lake Havasu City’s designated locations, securely sealed or locked shipments which may contain any or all of the following: currency, coin, checks, securities, or other valuables, and assume full liability for any Cargo Loss per the terms of the Agreement.

PROPOSED SOLE SOURCE SUPPLIER: Loomis Armored US, LLC

ANTICIPATED EXPENDITURE: \$15,000

JUSTIFICATION FOR THE SINGLE SUPPLIER IN THE GEOGRAPHICAL AREA (HEREIN SOLE SOURCE) NONCOMPETITIVE PROCUREMENT: An internet search was conducted using both Bing and Google search engines to identify potential providers of armored car services within the geographical area of Lake Havasu City, Arizona. The search results identified only one viable provider: Loomis Armored US, LLC. No other competitive supplier sources were found within a reasonable service range.

Loomis Armored US, LLC has historically provided these services to the City and is currently performing in a manner that meets all operational and security requirements. Based on the absence of alternative qualified providers and the satisfactory performance of the incumbent, continued contracting with Loomis Armored US, LLC is justified.

RESPONSE DEADLINE: AUGUST 1, 2025 NO LATER THAN 5:00 PM/ARIZONA TIME.

PROCUREMENT OFFICIAL: Lynette Singleton
Purchasing@lhcaz.gov
928.453.4188 Work Group DID

ACTION TO BE TAKEN: No action is required if you agree with this notice.

If you disagree that this proposed purchase is a valid sole/single source you are requested to email your comments to the Procurement Official, above referenced, prior to the “Response Deadline” for comments indicated above. Do Not Contact the Requester. Any questions regarding this notice must be obtained through ASD-Procurement during the publication period.

If for any reason any party does not agree with the proposed sole/single source procurement, they are required to submit the following before the Response Deadline:

- The name and contact information of the contesting person.
- A detailed explanation of the challenge:
 - Documentation that your firm can provide a comparable or better procurement item or service that meets or exceeds the stated purchase description and specifications in the justification.
 - Documentation that your firm can also provide the same proprietary procurement item or service, that is an equivalent or better.
 - Since costs are identified as a major justification for this notice, submit a cost comparison of the identified costs with your firm's anticipated costs.

Regardless of any prior communications with ASD-Procurement, all suppliers interested in responding to this notice must submit a response to this posting containing complete responses to all of the information above required. Failure to submit all information will result in exclusion from consideration. If, after the public notice period has passed ASD-Procurement determines that there are other interested and qualified suppliers that do meet the specifications of this notice, ASD-Procurement will not award a contract pursuant to this notice. Instead, ASD-Procurement will initiate a competitive procurement process through an appropriate sourcing method. If after the public notice period has passed no valid challenges have been received, then ASD-Procurement may award the contract to the identified supplier without competition. Please read the entire form very carefully before responding to this notice.

Lake Havasu City Website Bids/RFPs Dates of Posting: July 25, 2025, through August 1, 2025