

ADOT CAR No.: IGA 26-0011527-I
AG Contract No.: P0012026000192
Project Location/Name: Traffic Signal
Cabinet Upgrades
Type of Work: Traffic Signal/Lighting
ADOT Project No.: T0730 01C
TIP/STIP No.: LHM 26-101
ALN: 20.205 – Highway Planning and
Construction
Budget Source Item No.: HURF Exchange

INTERGOVERNMENTAL AGREEMENT

BETWEEN
THE STATE OF ARIZONA
AND
LAKE HAVASU CITY

THIS AGREEMENT is entered into this date _____, pursuant to the Arizona Revised Statutes §§ 11-951 through 11-954, as amended, between the STATE OF ARIZONA, acting by and through its DEPARTMENT OF TRANSPORTATION (the “State” or “ADOT”) and the LAKE HAVASU CITY acting by and through its MAYOR and CITY COUNCIL (the “City” or the “Local Agency”). The State and the Local Agency are each individually referred to as a “Party” and are collectively referred to as “Parties.”

I. RECITALS

1. The State is empowered by Arizona Revised Statutes § 28-334 and § 28-401 to enter into this Agreement and has delegated to the undersigned the authority to execute this Agreement on behalf of the State.
2. The Local Agency is empowered by Arizona Revised Statutes § 48-572 to enter into this Agreement and has by resolution, if required, a copy of which is attached hereto and made a part hereof, resolved to enter into this Agreement and has authorized the undersigned to execute this Agreement on behalf of the Local Agency.
3. The Local Agency desires to utilize HURF Exchange funding for Traffic Signal Cabinet Upgrades to Lake Havasu Avenue and Mesquite Avenue, Lake Havasu Avenue and McCulloch Boulevard and Lake Havasu Avenue and Swanson Avenue; hereinafter, referred to as the “Project.” The primary purpose of this Project is the improvement of the efficiency, reliability and safety of the traveling public.
4. The Project is located on a minor arterial on the federal aid system. The Lake Havasu Metropolitan Planning Organization (LHMPO) has confirmed the Project’s eligibility for federal Surface Transportation Block Grant Program (STBGP) funds for areas with population of 200,000 or less according to the most recent annual population estimates produced by the Arizona Department of Administration.

5. All phases of the Project are programmed in the approved, fiscally-constrained portion of the applicable Transportation Improvement Program (TIP) as “HURF Exchange.”
6. No phase of the Project has previously been funded with any category of federal aid funding.
7. No phase of the Project is currently programmed with any category of federal aid funding.
8. The Local Agency has represented to the State that it will be able to, and will, meet the schedule requirements of this Agreement.
9. The foregoing Recitals shall be incorporated into this Agreement.

In consideration of the mutual terms expressed herein, the Parties agree as follows:

II. DEFINITIONS AND ACRONYMS

Apportionments	Contract authority that represents federal funding available for obligation in each federal highway program. This funding is distributed by the federal government to states according to formula established in a Federal Authorization Act. Some apportionments, including STBGP apportionments, are suballocated to COG/MPOs by ADOT for programming.
Authorization	The approval by ADOT of the use of HURF Exchange funding for a Project phase.
Change in Scope	Any change to a project or project phase which increases the footprint or adds or decreases features to a project (i.e., pedestrian bridge, roundabout, traffic signal, etc.).
COG	Council of Governments
COG/MPO ledger	The COG/MPO federal aid funding ledger. This document reflects the authorization status of projects in the current federal fiscal year, apportionments and obligation authority, transfers and loans, available and lapsing funds. Ledgers are prepared by ADOT Financial Management Services (FMS) for each COG/MPO and posted monthly on ADOT’s website.
Date of Authorization	The date on which the State approves the use of HURF Exchange funding for a Project phase. This is also the date on which HURF Exchange funded costs for the Project phase may begin to be incurred.
Eligible Costs	Costs directly associated with the design, acquisition or right of way, and construction of the Project, including necessary safety items. Other items required for the primary purpose of the Project, which is to improve the efficiency and safety of motor vehicle travel on the roadway, may be considered part of the Eligible Costs. These items may include utility

relocation, sidewalks, the Americans with Disabilities Act (ADA) ramps and safety features.

Federal Highway Administration (FHWA)

A division of the US Department of Transportation specializing in highway transportation.

Final Voucher unit

FMS unit responsible for preparing a final project accounting for each Project.

Financial Management Services (FMS)

ADOT division responsible for Project funding, accounting, final vouchers, accounts receivable, accounts payable and other accounting and financial management functions.

HURF Exchange Project Forms

The following forms, in Attachment One, prescribed by ADOT to be used by Project Sponsors for HURF Exchange Projects, completed, approved and signed as required.

1. HURF Exchange Project Scoping Form
2. HURF Exchange Project Cost Estimate
3. HURF Exchange Project and Draw Schedule
4. HURF Exchange Draw and Final Reimbursement Invoice

HURF Exchange subfund

A State Highway Fund (SHF) subfund to which SHF monies are transferred for approved and authorized HURF Exchange projects.

IGA

Intergovernmental Agreement

Ineligible Costs

Costs which are not eligible. Ineligible Costs include, but are not limited to, the following:

1. Maintenance, which is scheduled or unscheduled work that is performed to preserve existing infrastructure, in reaction to an event (crash) or season (potholes), or work requiring regular recurring attention, such as fence repair, culvert cleanouts, etc.
2. Scoping.
3. Costs incurred prior to the date of finance authorization.
4. Any items outside of the Project right of way.
5. Relocation which is not directly and unavoidably caused by the HURF Exchange Project.
6. Betterments of utilities.
7. Any other costs which are not Eligible Costs as defined above.

Project Delivery and Operations (PDO)

ADOT division responsible for the management, design and construction of state and local transportation projects.

Maintenance

Scheduled or unscheduled work performed to preserve existing infrastructure, in reaction to an event (such as an accident) or season (such

as potholes), or work requiring regular recurring attention, such as fence repair, culvert cleanouts, and other ongoing work.

Monthly Receipts and Expenditures Report

A monthly report prepared by the General Ledger unit of ADOT Financial Management Services reflecting receipts and expenditures by fund/sub-fund.

MPO

Metropolitan Planning Organization

Multimodal Planning Division (MPD)

ADOT division responsible for managing the planning of the statewide transportation network.

Obligation

The commitment of funding on a Project by ADOT, which occurs upon execution of a project authorization by ADOT Resource Administration.

Obligation Authority

The amount of Apportionments which may be obligated in a federal fiscal year. ADOT provides obligation authority, on a discretionary basis, to COGs/MPOs.

Project Sponsor

The Arizona city, town or county with which ADOT will enter into an IGA for the HURF Exchange Project.

Resource Administration

ADOT's Financial Management Services Resource Administration unit, which processes and obligates Project funding.

Substantial Completion

The Project is substantially complete when all of the following, as applicable, have occurred:

1. All lanes of traffic of the completed Project are finished and accepted and traffic can move unimpeded through the Project at the posted speed.
2. All signage is in place and accepted.
3. All guardrails, drainage devices, ditches, excavation and embankment have been accepted.
4. The only work left for completion is incidental, away from the paved portion of the road, and does not affect the safety or convenience of the traveling public.

Surface Transportation Block Grant Program (STBGP)

A category of funding under the federal aid highway program. The subcategories of STBGP applicable to the HURF Exchange program are the under 200,000 population categories.

TIP

Transportation Improvement Plan

III. SCOPE OF WORK

1. The Local Agency has represented to the State that it will be able to complete the Project phases according to the Funding Transfer and Authorization Schedule table below.

Funding Transfer and Authorization Schedule Table				
Project Phase(s) Programmed in TIP Intended as HURF Exchange	Fiscal Year Programmed	STBGP Apportionments and OA Charged to COG/MPO*	HURF Exchange Funding Credited to COG/MPO	Deadline to Submit Authorization Request to ADOT
Design				
Right of Way				
Construction	2026	\$226,324	\$203,692	May 15, 2026
Other:				
TOTAL		\$226,324	\$203,692	
*STBGP Apportionments and Obligation Authority will be charged to the COG/MPO at 100% of this amount.				

2. The State will:
 - a. Make the following funding transfers prior to the Authorization of each Project phase:
 - (1) Transfer 100% of the applicable STBGP Apportionments and Obligation authority for the respective Project phase from the applicable COG/MPO to the State.
 - (2) Transfer HURF Exchange funding to the COG/MPO in the amount of 90% of the applicable STBGP Apportionments and Obligation Authority for the respective Project phase.

These transfers will be made only after, and are conditioned upon, completion of the prior phase, if any, and receipt of an Authorization request and required documents for the phase to which the transfer applies.
 - b. After completion of the above transfers for each Project phase, give Authorization, obligate HURF Exchange funding, and notify the Local Agency that the phase may be advertised, consultants or contractors may be selected, or work can begin.
 - c. After receipt of the final itemized budget and Final Project Phase Amount for each Project phase, review and adjust the amount authorized and obligated in the State's accounting system, as necessary, to be equivalent to the Final Project Phase Amount.

If the Final Project Phase Amount is:

- (1) Less than the amount obligated for that phase, release any excess HURF Exchange Funding from the Project phase and return it to the COG/MPO for reprogramming.

- (2) Greater than the amount of HURF Exchange Funding obligated, the Local Agency is solely responsible for the difference.
- d. Pay State Highway Funds to the Local Agency for Eligible Costs for each obligated Project phase as follows:
- (1) First 30% - Prior to the start of the Project phase and within 30 days approval of an invoice from the Local Agency.
 - (2) Second 30% - Within 30 days of approval of an invoice and copies of Project phase invoices received and paid by the Local Agency which demonstrate the work has progressed, or is progressing, to 30% completion.
 - (3) Third 30% - Within 30 days of approval of an invoice and copies of further Project phase invoices received and paid by the Local Agency which demonstrate the work has progressed, or is progressing, to 60% completion.
 - (4) Final 10% of each phase, except the final phase, will be reimbursed to the Local Agency by the State within 30 days of approval of invoice, copies of final Project phase invoices received and paid by the Local Agency which demonstrate the phase is completed. For the final phase, the final 10% will be reimbursed within 30 days of the completion of the Final Voucher. Upon payment of the final 10%, no further invoices will be accepted or paid.
- e. After each subsequent phase is authorized and upon payment of the final invoice from the Local Agency for the preceding phase, close the preceding phase in the State's accounting system and return any remaining funds to the applicable COG/MPO for reprogramming.
- f. After all phases have been completed, conduct a final Project walk-through in conjunction with the Local Agency, and the applicable COG/MPO.
- g. Prepare a Final Voucher for the Project upon completion of all phases, and return any remaining funds to the applicable COG/MPO for reprogramming.
3. The Local Agency will:
- a. Utilize the HURF Exchange Funding only for the Project and phase(s) which are the subject of this Agreement.
 - b. Adhere to the Project schedule in Section III.1.
 - c. Begin work, initiate selection of consultants or contractors or advertise the Project, as applicable, within 60 days of the Date of Authorization.
 - d. Approve and expend any funds required for the Project in excess of the HURF Exchange Funding to ensure the Project is successfully completed on schedule.

- e. Pay the final 10% of Project costs, to be reimbursed by ADOT within 30 days of the completion of the Final Voucher.
- f. Submit an Authorization request for each HURF Exchange Project phase to the ADOT Project Manager (PM) which includes the following documents, updated as necessary for each successive Project phase:

- (1) HURF Exchange Project Cost Estimate form;
- (2) HURF Exchange Project and Draw Schedule;
- (3) A map indicating the location, functional class and limits of the Project;
- (4) A copy of the TIP reflecting the HURF Exchange programming; and
- (5) Other documents as may be required by the State.

Include an invoice for first 30% progress payment with the Authorization request if the Project phase is being performed with the Local Agency's own forces.

- g. Within sixty (60) days of the selection of consultant or award of a contract for each Project phase, submit to the ADOT PM:
 - (1) The final Project phase scope with itemized costs;
 - (2) The final schedule, including the dates the work will start and end and the anticipated dates of each progress payment request; and
 - (3) The final itemized budget with Final Project Phase Amount.
- h. If the Final Project Phase Amount is greater than the amount of HURF Exchange Funding obligated, be solely responsible for the difference.
- i. Invoice ADOT for Eligible Costs for each obligated Project phase as follows using the HURF Exchange Draw and Final Reimbursement Invoice:
 - (1) First 30% - Prior to the start of the Project phase.
 - (2) Second 30% - A minimum of 30 days but not more than 60 days prior to when the funds will be required. The invoice must be accompanied by documents which demonstrate the work has progressed, or is progressing, to 30% completion including:
 - i. Copies of Project phase invoices, pay requests, estimates and other cost records received by the Local Agency and indicating payment status, or, if the Local Agency is performing the work with its own forces, a summary of costs expended, and
 - ii. A status report related to the Project phase schedule.

- (3) Third 30% - A minimum of 30 days but not more than 60 days prior to when the funds will be required. The invoice must be accompanied by documents which demonstrate the work has progressed, or is progressing, to 60% completion, including:
- i. Copies of further Project phase invoices, pay requests, estimates and other cost records received by the Local Agency and indicating payment status, or if the Local Agency is performing the work with its own forces, a summary of costs expended, and
 - ii. A status report related to the Project phase schedule.
 - j. After all phases have been completed, participate in the final Project walk-through in conjunction with ADOT and the COG/MPO as applicable.
 - k. Within 15 business days of Substantial Completion of the construction phase, notify the ADOT PM to schedule a final Project walk-through.
 - l. Within 60 days of completion of the construction phase, submit the close out package to the ADOT PM which includes:
 - (1) An invoice for the final 10%;
 - (2) Copies of warrants or checks reflecting total costs paid by the Local Agency for construction;
 - (3) The Project Acceptance letter from the Local Agency to the contractor; and
 - (4) A close-out letter to ADOT.
 - m. Be responsible for complying with any federal requirements applicable to the Project.
 - n. If the Local Agency files a condemnation action, the Local Agency shall request an order of immediate possession.
 - o. Repay all HURF Exchange payments to ADOT if the Project is not constructed within two years of the completion of design and obtaining all rights of possession of right of way parcels. Upon receipt of an invoice from ADOT, the Local Agency shall pay the full amount within 30 days, as provided in paragraph III.4.d. of this Agreement.
 - p. After completion and final acceptance of the Project, agree to maintain and assume full responsibility of the Project and all Project components.
4. The Parties agree:
- a. The HURF Exchange program is offered at ADOT's discretion. ADOT reserves the right to discontinue the HURF Exchange program at any time. Such termination will not affect the validity of this Agreement.

- b. A Fully Executed IGA does not guarantee funding or constitute permission to begin work. The Local Agency must request and receive Authorization and a Notice To Proceed from the ADOT PM for each Project phase in advance of starting work.
- c. No Change in Scope is authorized under this Agreement. If the Local Agency desires a Change in Scope, a formal amendment to the Agreement is required, signed by both Parties.
- d. If the construction phase is not complete within two years from the completion of design, or if all phases of the Project are not completed within three years from the date of the initial financial authorization of the first HURF Exchanged funded phase, whichever is earlier, this Agreement will terminate and the Local Agency will be required to repay all HURF Exchange advances and reimbursements received to date.

The two year period will be calculated as two years from the date the close out letter for the design phase was received by ADOT. Termination under this section will be executed as follows:

- (1) Thirty days prior to termination, the State will send a letter to the Local Agency and the ADOT PM, indicating:
 - i. The close out package required in section III.3.l. was not received by ADOT within two years of the completion of design or three years from the date of the initial financial authorization of the first HURF Exchanged funded phase, whichever is earlier; and
 - ii. The steps necessary to avoid termination of this Agreement.
- (2) If the close out package is not received by ADOT within 30 days of the date of the letter:
 - i. Any funding remaining on the Project will be de-obligated and returned to the respective COG/MPO for reprogramming on another Project;
 - ii. No further invoices will be accepted from, and no additional payments will be made to, the Local Agency for the Project; and
 - iii. The Local Agency must repay to ADOT all funds which have been previously paid by ADOT under this Agreement, including all current and previous phases.
 - iv. The State will send an invoice to the Local Agency for all HURF Exchange Funding advanced or reimbursed for each phase of the Project with the due date by which such funds must be repaid to ADOT.
- e. Expenditures incurred prior to the Date of Authorization of the applicable phase are not eligible for HURF Exchange.
- f. The amount obligated for each Project phase will be adjusted to the Final Project Phase Amount.

- g. If there is no billing activity in the State's accounting system for 180 days, the Local Agency shall provide documentation which justifies the Project phase is still active to the State within 10 days of request. If the Local Agency cannot demonstrate such justification, the Project phase will be de-obligated as follows:
- (1) Thirty days prior to de-obligation, the State will send an email to the Local Agency and ADOT PM, providing notification of the funds available on the Project phase, number of days since the last billing activity in the State's accounting system and the steps necessary to remove the Project phase from pending de-obligation status.
 - (2) If the Project phase is not closed or billing activity generated within 30 days of the date of the email, any remaining funding will be de-obligated and returned to the respective COG/MPO for reprogramming on another Project. No further invoices will be accepted from, and no additional payments will be made to, the Local Agency for the applicable Project phase.
 - (3) Upon de-obligation of funds from the inactive Project phase, ADOT will send a letter to the Local Agency with notification of the date of de-obligation, the treatment of the de-obligated funds and, if applicable, an invoice for any funding which must be repaid to ADOT with the due date(s).
- h. All HURF Exchange submissions and invoices are to be submitted to the assigned ADOT PM.
- i. Any HURF Exchange funds de-obligated or released from Project phases will be returned to the applicable COG/MPO for reprogramming.

IV. MISCELLANEOUS PROVISIONS

1. **Effective Date.** This Agreement shall become effective upon signing and dating of all Parties.
2. **Amendments.** Any change or modification to this Agreement will only occur with the mutual written consent of both Parties.
3. **Duration.** The terms, conditions and provisions of this Agreement shall remain in full force and effect until all payments contemplated under the Agreement have been made, unless specifically otherwise contemplated in this Agreement.
4. **Cancellation.** This Agreement may be canceled at any time prior to the exchange of any HURF funds and after 30 days written notice to the other Party. It is understood and agreed that, in the event the Local Agency terminates this Agreement, the Local Agency shall be responsible for all costs incurred by the State up to the time of termination. It is further understood and agreed that in the event the Local Agency terminates this Agreement, the HURF Exchange Program will no longer be available for use by the Local Agency for this Project.
5. **Indemnification.** The Local Agency shall indemnify, defend, and hold harmless the State, any of its departments, agencies, boards, commissions, officers or employees (collectively referred to in this paragraph as the "State") from any and all claims, demands, suits, actions,

proceedings, loss, cost and damages of every kind and description, including reasonable attorneys' fees and/or litigation expenses (collectively referred to in this paragraph as the "Claims"), which may be brought or made against or incurred by the State on account of loss of or damage to any property or for injuries to or death of any person, to the extent caused by, arising out of, or contributed to, by reasons of any alleged act, omission, professional error, fault, mistake, or negligence of the Local Agency, its employees, officers, directors, agents, representatives, or contractors, their employees, agents, or representatives in connection with or incident to the performance of this Agreement. The Local Agency's obligations under this paragraph shall not extend to any Claims to the extent caused by the negligence of the State, except the obligation does apply to any negligence of the Local Agency which may be legally imputed to the State by virtue of the State's ownership or possession of land. The Local Agency's obligations under this paragraph shall survive the termination of this Agreement.

6. Liability. ADOT assumes no liability or financial responsibility for HURF Exchange Projects. The Local Agency is solely responsible for complying with all applicable laws, rules and regulations, for any additional funding required to complete the Project and for any claims due to delays, change orders or any other circumstances.
7. HURF Exchange Funds. ADOT reserves the right to refuse to enter into further HURF Exchange transactions with the Local Agency if the Local Agency owes repayment of previous HURF Exchange funding or has misused HURF Exchange funds.
8. Governing Law. This Agreement shall be governed by and construed in accordance with Arizona laws.
9. Conflicts of Interest. This Agreement may be canceled in accordance with A.R.S. § 38-511.
10. Records. The Local Agency is required to retain all records related to a HURF Exchange Project for a period of five years after the date of the final payment of HURF Exchange funding from ADOT.
11. Audit. All HURF Exchange Projects are subject to audit. The State may refer Projects to the State Auditor General or ADOT's Internal Audit unit in cases of suspected misuse of HURF Exchange funding.
12. Title VI. The Local Agency acknowledges and will comply with Title VI of the Civil Rights Act of 1964.
13. Non-Discrimination. This Agreement is subject to all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36. The Parties to this Agreement shall comply with Executive Order Number 2009-09, as amended by Executive Order 2023-01, issued by the Governor of the State of Arizona and incorporated in this Agreement by reference regarding "Non-Discrimination".
14. Non-Availability of Funds. Every obligation of the State under this Agreement is conditioned upon the availability of funds appropriated or allocated for the fulfillment of such obligations. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the State at the end of the period for which the funds

are available. No liability shall accrue to the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments as a result of termination under this paragraph.

15. Arbitration. In the event of any controversy, which may arise out of this Agreement, the Parties agree to abide by arbitration as is set forth for public works contracts if required by A.R.S. § 12-1518.
16. E-Verify. The Parties shall comply with the applicable requirements of A.R.S. § 41-4401.
17. Anti-Discrimination. The Local Agency must comply with all applicable anti-discrimination laws and regulations.
18. Contractor Certifications. The Local Agency shall certify that all contractors comply with the applicable requirements of A.R.S. §§ 35-393.01 and 35-394.
19. Other Applicable Laws. The Parties shall comply with all applicable laws, rules, regulations and ordinances, as may be amended.
20. Notices. All notices or demands upon any Party to this Agreement shall be in writing and shall be delivered electronically, in person, or sent by mail, addressed as follows:

For Agreement Administration:

Arizona Department of Transportation
Joint Project Agreement Section
205 S. 17th Avenue, Mail Drop 637E
Phoenix, AZ 85007
JPABranch@azdot.gov

Lake Havasu City
Attn: City Attorney
2330 McCulloch Blvd N.
Lake Havasu City, AZ 86403
928.453-4144
civil@lhcaz.gov

For Project Administration:

Arizona Department of Transportation
Local Public Agency Section
205 S. 17th Avenue, Suite 291
Phoenix, AZ 85007
602.712.4173

Lake Havasu City
Attn: Tyler Fonte
900 London Bridge Road
Building A
Lake Havasu City, AZ 86404
928.230.7708
FonteT@lhcaz.gov

For Financial Administration:

Arizona Department of Transportation
Financial Management Services, Resource
Administration
205 S. 17th Avenue, Mail Drop 200B
Phoenix, AZ 85007

Lake Havasu City
Attn: Tyler Fonte
900 London Bridge Road
Building A
Lake Havasu City, AZ 86404
928.230.7708
FonteT@lhcaz.gov

21. Revisions to Contacts. Any revisions to the names and addresses above may be updated administratively by either Party with written notice to the other Party.
 22. Legal Counsel Approval. In accordance with A.R.S. § 11-952 (D), the written determination of each Party's legal counsel providing that the Parties are authorized under the laws of this State to enter into this Agreement and that the Agreement is in proper form is set forth below.
 23. Electronic Signatures. This Agreement may be signed in an electronic format including DocuSign.
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Remainder of this page is intentionally left blank.

(Signatures begin on the next page)

DRAFT

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective upon the full completion of signing and dating by all Parties to this Agreement.

LAKE HAVASU CITY

By _____ Date _____
CAL SHEEHY
Mayor

ATTEST:

By _____ Date _____
KELLY WILLIAMS
City Clerk

I have reviewed the above referenced Intergovernmental Agreement between the State of Arizona, acting by and through its Department of Transportation, and Lake Havasu City, an agreement between public agencies which, has been reviewed pursuant to A.R.S. §§ 11-951 through 11-954 and A.R.S. §48-572 and declare this Agreement to be in proper form and within the powers and authority granted to the City under the laws of the State of Arizona.

No opinion is expressed as to the authority of the State to enter into this Agreement.
Approved as to Form:

By _____ Date _____
City Attorney

ARIZONA DEPARTMENT OF TRANSPORTATION

By _____ Date _____

MATT MOUL, PE
Project Delivery and Operations
Division Director

This Agreement between public agencies, the State of Arizona and Lake Havasu City, has been reviewed pursuant to A.R.S. §§ 11-951 through 11-954, A.R.S. § 28-334 and § 28-401, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona. No opinion is expressed as to the authority of the remaining Parties, other than the State or its agencies, to enter into said Agreement.

By _____ Date _____

Assistant Attorney General

DRAFT

IGA 26-0011527
ATTACHMENT ONE
(Cover Sheet)

HURF EXCHANGE PROJECT FORMS

1. HURF Exchange Project Scoping Form
2. HURF Exchange Project Cost Estimate
3. HURF Exchange Project and Draw Schedule
4. HURF Exchange Draw and Final Reimbursement Invoice

DRAFT

HURF Exchange Project Scoping Form

Note: The Project Scoping Form, Project Cost Estimate and Project and Draw Schedule forms (all contained in this file) must be completed and submitted with the project initiation request. Each phase requires advanced authorization by ADOT. HURF Exchange funding may not be combined with federal aid.

INSTRUCTIONS: This form is required to accompany a HURF Exchange Project Initiation request.	Enter information into GREEN CELLS
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PROJECT INFORMATION (information provided in this section will auto-populate to the Project Cost Estimate and Draw Schedule tabs)

Project Sponsor	Lake Havasu City
Sponsor Contact	Tyler Fonte
Contact Phone #	928-230-7708
Contact Email	FonteT@lhcaz.gov
Project Name	Traffic Signal Cabinet Upgrades
Project Location	Lake Havasu City
Functional Classification (select from list)	Minor Arterial
Termini Begin/End	LH Ave & Mesquite/LH Ave & Swanson/LH Ave & McCulloch
ADOT District (select from list)	Northwest District

ADOT USE ONLY			
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ADOT Project Number (5 digit)		IGA Number	
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Funding Information			
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COG/MPO (select from list)	LHCMPO			
TIP Informtaion	<i>Description</i>	<i>Design</i>	<i>Right of Way</i>	<i>Construction</i>
	Year Programmed			2026
	TIP Number			LHM26-101
	HURF Exchange Amount			\$203,692.00
	Sponsor Amount			
Total Amount		\$0.00	\$0.00	\$203,692.00

Scope of Work Summary			
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Delivery Method (select from list)	Use own forces
Scoping document attached? (select from list)	Yes

Major Items of Work (press Alt-Tab to create a new line; press Alt-Tab-Tab to create a new paragraph)	Upgrade of three existing traffic signal cabinets to modern standards located at Lake Havasu Ave/Mesquite Ave, Lake Havasu Ave/McCulloch Blvd and Lake Havasu Ave/Swanson. Includes: <ol style="list-style-type: none"> 1. Furnish & installation of (2) 20C to each pull box around the intersection. 2. Furnish & installation of 4C & 7C to signal heads. 3. Furnish & installation of (2) #10 to each ISNS pull box & #12 up the pole. 4. Furnish & installation of (2) #10 to each luminaire pull box & #12 up the pole. 5. Furnish & installation of (1) #8G to each pull box. 6. Furnish & installation of EVP and Video Detection Cables 7. Remove & install new controller cabinet 8. Relocate existing service panel to new controller cabinet (side) including concrete pad. 9. Remove & install new VDS cameras and polara push buttons. 10. Land field wires to controller cabinet. 11. Traffic control, off-duty officers (if required by CS), sales tax, and bond.
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HURF Exchange Project Cost Estimate

Note: The Project Scoping Form, Project Cost Estimate and Project and Draw Schedule forms (all contained in this file) must be completed and submitted with the project initiation request. Each phase requires advanced authorization by ADOT. HURF Exchange funding may not be combined with federal aid.

INSTRUCTIONS: This form is required to accompany a HURF Exchange Project Initiation request. List all items necessary to develop and construct the project. The sponsoring agency is responsible for verifying all costs and their accuracy. Construction cost overruns will be the responsibility of the sponsoring agency.

**Enter values
into GREEN
CELLS**

PROJECT INFORMATION

(fields below will be populated based on information entered on the Project Scoping Form tab)

Project Sponsor	Lake Havasu City
Sponsor Contact	Tyler Fonte
Contact Phone #	928-230-7708
Contact Email	FonteT@lhcaz.gov
Project Name	Traffic Signal Cabinet Upgrades
Project Location	Lake Havasu City
Termini Begin/End	LH Ave & Mesquite/LH Ave & Swanson/LH Ave & McCulloch
COG/MPO	LHCMPO
Design TIP Number	0
Right of Way TIP Number	0
Construction TIP Number	LHM26-101

ADOT USE ONLY

ADOT Project Number **0**

STAGE I – SCOPING (15% Preliminary Design)

NOT ELIGIBLE FOR HURF EXCHANGE FUNDING

STAGES II, III, IV and V - DESIGN

DESIGN COSTS

ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
PS&E's - Plans, Special Provisions, Cost Estimates & Schedules (10%-20% of construction cost.)	Lump Sum	0		\$0.00
GEOTECHNICAL INVESTIGATION (If a report is necessary, anticipate 5% of construction cost) Includes testing, Geotech Report, Materials & Pavement Design Report) Enter \$0 in Unit Price column if none required.	Lump Sum	0		\$0.00
DRAINAGE REPORT (If a report is necessary, anticipate 5% of construction cost) Enter \$0 in Unit Price column if none required)	Lump Sum	0		\$0.00
STORM WATER POLLUTION PREVENTION PLAN (Required if there is over 1 acre of total disturbance, 1% of construction cost) Enter \$0 in Unit Price column if none required.	Lump Sum	0		\$0.00
SUBTOTAL – PROJECT DESIGN COSTS				\$0.00

RIGHT OF WAY COSTS

ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
RIGHT OF WAY , Costs for pre-acquisition activities (plans, title reports, appraisals, etc)	Lump Sum	0		\$0.00
RIGHT-OF-WAY ACQUISITION (if necessary)	Lump Sum	0		\$0.00
SUBTOTAL – RIGHT OF WAY COSTS				\$0.00

STAGE V – CONSTRUCTION				
SITE ACQUISITION & HARDSCAPE CONSTRUCTION				
ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
INSTALLATION OF STORMWATER POLLUTION PREVENTION MEASURES (If over 1 acre of disturbance, 5% of construction costs) <i>Enter \$0 in Unit Price column if area of disturbance is less than one acre.</i>	Lump Sum	0		\$0.00
SITE PREPARATION (Clearing and grubbing, plant salvage)	Lump Sum	0		\$0.00
DEMOLITION				
Sawcut	Linear Foot			\$0.00
Remove Structures and Obstructions	Lump Sum	0		\$0.00
Remove Fencing	Linear Foot			\$0.00
Remove Structural Concrete				\$0.00
Remove Asphaltic Concrete Pavement	Cubic Yard			\$0.00
Remove Concrete Sidewalks, Slabs				\$0.00
HAZARDOUS MATERIALS ABATEMENT (If applicable; include heavy metals & asbestos; 5% of construction cost) <i>Enter \$0 in Unit Price column if none required.</i>	Lump Sum	0		\$0.00
UTILITY RELOCATION (If necessary) Only the cost of utilities needing relocation as a direct result of the HURF Exchange project is eligible for HURF Exchange.	Lump Sum	0		\$0.00
RETAINING WALL (Concrete; SF of face above the footing)	Square Footage Facing			\$0.00
EARTHWORK				
General Excavation				\$0.00
Drainage Excavation				\$0.00
Structural Excavation	Cubic Yard			\$0.00
Structural Backfill				\$0.00
Borrow (In Place)				\$0.00
CURB & GUTTER	Linear Foot			\$0.00
ROADWAY/PAVING				
Milling	Square Yards			\$0.00
Paving	Tons			\$0.00
AGGREGATE BASE	Cubic Yard			\$0.00
PATHWAY OR SIDEWALK MATERIALS				
Concrete				\$0.00
Colored Concrete	Square Foot			\$0.00
Stamped Color Concrete				\$0.00
Precast Concrete Pavers				\$0.00
Asphaltic Concrete	Tons			\$0.00
Polymer or Resin Stabilized Surface	Square Foot			\$0.00
CROSSWALK ENHANCEMENT				
Concrete Pavers				\$0.00
Stamped Asphalt				\$0.00
Stamped Concrete	Square Foot			\$0.00
Concrete				\$0.00
Integral Color Concrete				\$0.00
PEDESTRIAN ADA RAMP	Square Foot			\$0.00
CULVERT EXTENSIONS	Linear Foot			\$0.00
SUBTOTAL - SITE ACQUISITION & HARDSCAPE CONSTRUCTION				\$0.00

OTHER CONSTRUCTION ITEMS (List line items)				
ITEM DESCRIPTION	UNIT (Lump Sum, Ton, etc.)	QUANTITY	UNIT PRICE	TOTAL
Inventory/proof existing	Lump Sum	3	\$3,500.00	\$10,500.00
Remove controller cabinet & install new w/elev ba	Lump Sum	3	\$1,850.00	\$5,550.00
Relocate existing service to new cabinet w/pad	Lump Sum	3	\$3,500.00	\$10,500.00
Remove existing & install new conductors	Lump Sum	3	\$36,000.00	\$108,000.00
Remove existing & install new VDS camera	Lump Sum	3	\$2,000.00	\$6,000.00
Remove existing & install new polara push button	Lump Sum	3	\$1,064.00	\$3,192.00
				\$0.00
				\$0.00
SUBTOTAL - OTHER CONSTRUCTION LINE ITEMS				\$143,742.00
MOBILIZATION AND ADMINISTRATION COSTS				
ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
CONTRACTOR MOBILIZATION (Typically 8% of construction cost)	Lump Sum	3	\$10,000.00	\$30,000.00
TRAFFIC CONTROL (0-8% of construction cost)	Lump Sum	3	\$6,750.00	\$20,250.00
CONSTRUCTION SURVEY & LAYOUT (Typically 1% of construction cost)	Lump Sum	3		\$0.00
CONSTRUCTION CONTINGENCIES (Typically 5% of construction cost)	Lump Sum	3	\$3,233.33	\$9,700.00
CONSTRUCTION ADMINISTRATION Typically 20% of construction cost)	Lump Sum			\$0.00
SUBTOTAL – MOBILIZATION & ADMINISTRATION COSTS				\$59,950.00
TOTAL STAGE V COSTS (CONSTRUCTION)				\$203,692.00
TOTAL PROJECT COST				\$203,692.00
SUMMARY OF HURF EXCHANGE AND SPONSOR FUNDS				
The data below is automatically calculated based on the information entered above and the amount programmed in the TIP as entered on the Project Scoping Form.				
PHASE	HURF EXCHANGE FUNDS IN TIP	SPONSOR FUNDS	TOTAL	
TOTAL DESIGN	\$0.00	\$0.00	\$0.00	
TOTAL RIGHT OF WAY	\$0.00	\$0.00	\$0.00	
TOTAL CONSTRUCTION	\$203,692.00	(\$0.00)	\$203,692.00	
TOTALS	\$203,692.00	(\$0.00)	\$203,692.00	

Prepared by:

Name Christa Robinson
 Title Management Analyst
 Company Lake Havasu City
 Phone 928-540-5136
 Email RobinsonC@lhcaz.gov

HURF Exchange Project and Draw Schedules

Note: The Project Scoping Form, Project Cost Estimate and Project and Draw Schedule forms (all contained in this file) must be completed and submitted with the project initiation request. Each phase requires advanced authorization by ADOT. HURF Exchange funding may not be combined with federal aid.

INSTRUCTIONS: This form is required to accompany a HURF Exchange Project Initiation request. Enter the Estimated Completion Dates as requested for each Stage of Development and Construction. Also enter the Expected Draw Dates for these phases. Draw amounts for each phase are auto-calculated based on the amount programmed in the TIP as entered on the Project Scoping Form.

**Enter dates into
GREEN CELLS**

Project Information

(fields below will be populated based on information entered on the Project Scoping Form tab)

Project Sponsor	Lake Havasu City
Sponsor Contact	Tyler Fonte
Contact Phone #	928-230-7708
Contact Email	FonteT@lhcaz.gov
Project Name	Traffic Signal Cabinet Upgrades
Project Location	Lake Havasu City
Termini Begin/End	LH Ave & Mesquite/LH Ave & Swanson/LH Ave & McCulloch
COG/MPO	LHCMPO
Design TIP Number	0
Right of Way TIP Number	0
Construction TIP Number	LHM26-101

ADOT USE ONLY

ADOT Project Number

0

Project Development

Development Schedule		HURF Exchange Funding Draw Schedule		
Stage	Estimated Completion Date	Draw %	Amount	Expected Draw Date
Project Initiation	1/8/2026	30%	\$ -	
IGA Executed	5/8/2026	30%	\$ -	
Request for Authorization to ADOT	5/18/2026	30%	\$ -	
Authorization/Start of Work Phase	5/28/2026	10%	\$ -	
Stage II		Total	\$ -	
Stage III				
Stage IV				
Bid Ready				

Right of Way

Acquisition Schedule		HURF Exchange Funding Draw Schedule		
Activity	Estimated Completion Date	Draw %	Amount	Expected Draw Date
Request for Authorization to ADOT		30%	\$ -	
Authorization/Start of Work Phase		30%	\$ -	
All Parcels Acquired By		10%	\$ -	
		Total	\$ -	

Construction

Construction Schedule		HURF Exchange Funding Draw Schedule		
Activity	Estimated Completion Date	Draw %	Amount	Expected Draw Date
Request for Authorization to ADOT	5/18/2026	30%	\$ 61,107.60	5/28/2026
Authorization/Start of Work Phase	5/28/2026	30%	\$ 61,107.60	5/28/2026
Bid Advertisement	11/11/2025	30%	\$ 61,107.60	5/28/2026
Bid Opening	11/11/2025	10%	\$ 20,369.20	6/28/2026
Bid Award	11/11/2025	Total	\$ 203,692.00	
Notice to Proceed to Contractor	5/29/2026			
Substantial Completion	6/28/2026			
Final Project Walk-through	6/28/2026			

**ARIZONA DEPARTMENT OF TRANSPORTATION
HURF EXCHANGE DRAW AND FINAL REIMBURSEMENT INVOICE**

COG/MPO:	Lake Havasu Metropolitan Planning Organization (LHMPO)	Project Phase:	
Local Entity:	Lake Havasu City		
TIP ID Number:	LHM 26-101		
Project Number:	T0730 01C		
Project Name/Location Description:	Traffic Signal Upgrades to LH Ave/Mesquite Ave, LH Ave/McCulloch Blvd and LH Ave/ Swanson.		
REMIT PAYMENT TO: (Entity Name and Address Project Sponsor)	Lake Havasu City, Attn: Tyler Fonte, 900 London Bridge Rd Bldg. A Lake Havasu City, AZ, 86404		

Date Started:	Estimated Completion Date:	% Billed:	% Complete:


	Expected Draw Date	Actual Draw Date	Actual Invoice Amount	Estimated Draw Amount	Actual Draw Amount
Draw # 1 (30%)					
Draw # 2 (30%)					
Draw # 3 (30%)					
Draw # 4 (10% - Final Reimbursement)					

SUMMARY OF WORK FOR WHICH PAYMENT IS REQUESTED

Items	Description	Previous Accumulative Amount	Current Month	Accumulative Amount
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Submitted By:	_____	Date:	_____	Total To Date	\$0.00
Approved By:	_____	Date:	_____	Total Previous Report	\$0.00
Approved By:	_____	Date:	_____	Current Report	\$0.00

Attachments:

Invoices 

Status Reports 