



CITY OF SAN RAMON  
REQUEST FOR QUOTATION

Vendor Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_  
(Printed Name of Vendor Representative)

Signature: \_\_\_\_\_

The City of San Ramon is *requesting quotations* from qualified vendors for the purchase of:

**Vehicle Lighting and Accessories, Purchase & Installation**

Prices to be valid for the following time period: \_\_\_\_\_ July 1, 2024 through June 30, 2025 \_\_\_\_\_

Questions regarding the specifications for this Request for Quotation should be directed to:

Name: THOMAS ANDERSON Phone: 925.973.2830 E-mail: TANDERSON@SANRAMON.CA.GOV

Qualified vendors are asked to provide quotations; including licensing fees, delivery/transportation fees, and any other charges along with a detailed description of the item(s) proposed for purchase. We agree that the following shall form a part of this quotation:

1. Complete and Signed "Request for Quotation" Document
2. Quotation and Price Schedule submitted by supplier – Attachment A

Any deviation from the specifications must be detailed by the vendor and submitted as part of the vendor's quotation. All quotations must be firm, not subject to escalation or deviation. Each vendor shall attach in writing, as part of his or her quotation, any special terms and conditions. When stated, these terms and conditions form a part of the quotation submitted. The City of San Ramon reserves the right to accept or reject all or any part of the quotation as the public good may require. **The "Request for Quotation" process is considered an informal request for quotes for goods, supplies, and services not subject to the City's formal public bidding requirements. As such, the results will not be posted on the City's webpage, but copies of submittals may be requested by submitting a Request for Public Information to the City Clerk.** Consideration for determining the most advantageous price quotation are: responsibility of the vendor and his or her ability to perform satisfactorily in the transaction; total cost to the CITY to include but not be limited to trade discounts, shipping costs and life cycle costs when included in the specifications; quality and performance of the supplies, materials and equipment; quality of vendor's performance of the supplies, materials and equipment; quality of vendor's performance on prior purchases by the city or others; and where appropriate, the ability of the vendor to provide future maintenance, repair parts, and service. The City of San Ramon reserves the right to purchase these item(s) from the vendor deemed most responsive to the needs of the CITY at the sole discretion of the CITY.

Submit completed documents via e-mail to [astein@sanramon.ca.gov](mailto:astein@sanramon.ca.gov) by: Tuesday, April 23, 2024 at 3:00PM

Approved by: \_\_\_\_\_ Date: March 22, 2024  
(Project Manager Signature)

## QUOTATION AND PRICE SCHEDULE

### DELIVERY

Supplies to be delivered to selected sites, including but not limited to; the City of San Ramon Service Center, 5000 Crow Canyon Road, San Ramon, CA 94582; the Dougherty Valley Service Center, at 2011 Rancho Park Loop Road, San Ramon, CA 94582; selected job sites throughout the City of San Ramon; other vendor or Contractor facility or storage yards; OR WILL BE AVAILABLE BY "Will Call" at the VENDOR's place of business. The CITY may conclude that it is advantageous to pick up materials but requests a delivery cost from each VENDOR for comparison purposes. In the event the CITY picks up any of the materials contained in this Request for Quotations, the prices quoted herein will apply, minus any delivery charge.

All deliveries are to be completed during regular business hours, which are 8:30 a.m. – 2:30 p.m. Monday through Friday, unless requested and approved in advance by the CITY.

The VENDOR shall conduct the delivery required in such a manner as to cause the least amount possible of interference to the public and the general operation of the CITY.

The VENDOR shall submit a unit cost to provide additional manpower to off-load any deliveries.

### SAFETY

All merchandise must comply with the California State Division of Industrial Safety Orders and O.S.H.A. requirements. All deliveries will be conducted in a manner that will safeguard all persons from injury and shall take all precautions required by applicable regulations of the State Department of Industrial Relations.

### ACCEPTANCE

The CITY may refuse to accept **Vehicle Lighting and Accessories, Purchase & Installation** which, in the sole determination of the CITY does not comply with the specifications contained in this Request for Quotations. The CITY shall not incur any additional charges, including, but not limited to restocking, return or additional delivery charges, as a consequence of rejecting any **Vehicle Lighting and Accessories, Purchase & Installation**. The VENDOR shall deliver acceptable **Vehicle Lighting and Accessories, Purchase & Installation** to replace any rejected as soon as possible.

Quotations shall be provided for the following **Vehicle Lighting and Accessories, Purchase & Installation** (*based upon a variable number of units*).

### City of San Ramon Comments

- All prices are FOB destination. No additional charges are allowed. Do not include sales tax in your quotation; sales taxes will be added to the invoice and paid by the CITY.
- All products must be shipped in manufacturer's original, undamaged, packaging.

## QUOTATION AND PRICE SCHEDULE

- If VENDOR chooses to bid an “equal”, it is the VENDOR’s responsibility to demonstrate to the satisfaction of the CITY that the product is, in fact, equal to that requested. The CITY shall have sole and final determination if the product offered is equal.
- Where applicable, MSDS must accompany all deliveries.
- Terms: Net 30. Please state discount for early payment in the space provided above.
- Out of state sales or use taxes shall not be invoiced or paid unless the vendor provides the CITY their state permit number for collection of California use tax.

ADDITIONAL PRICING & PURCHASING DETAILS		
On site/mobile services available	Yes	No
<ul style="list-style-type: none"> <li>• If yes, please include pricing and service descriptions with your proposal for review.</li> </ul>		
Provide weekly equipment	Yes	— No
<ul style="list-style-type: none"> <li>• Pickup/return location 5000 Crow Canyon Road, San Ramon, CA 94582</li> </ul>		
Delivery Turnaround (following receipt of order/equipment):		— Days
Delivery Charges (including offloading man-hours/all fees including split deliveries):		— Charge
Discounted Rates:	— \$ or % PER	— Units
Other Charges (Restocking, Return, or additional delivery, etc.)		—

## QUOTATION AND PRICE SCHEDULE

Vendor Name: \_\_\_\_\_

Item #	Description	Unit Cost
1.	Shop service/repair hourly labor rate	\$
2.	Purchase and install four (4) Whelen 4" micron series amber light heads on 4 corners of a variety of vehicles*, install wiring and control switch(es) inside cab. Route & protect wiring in a manner to prevent rubbing/chaffing or burning.	\$
3.	Purchase and install Whelen 50" Amber Justice Rooftop Lightbar onto a variety of vehicles*, install wiring and arrow controller inside cab. Route & protect wiring in a manner to prevent rubbing/chaffing or burning.	\$
4.	Purchase and install Whelen TAC8 Series Super LED Traffic Advisor onto a variety of vehicles*, install wiring and controller inside cab. Route & protect wiring in a manner to prevent rubbing/chaffing or burning.	\$
5.	Purchase and install Go Power! 3000-watt heavy duty modified sine wave inverter and two (2) group 24 deep cycle batteries, into utility bed pickup truck with necessary circuit breakers, fuses and correct gauge/type of wiring. Route & protect wiring in a manner to prevent rubbing/chaffing or burning.	\$
6.	Purchase and install Weather Guard 3.2cf Lo-Side toolboxes (Brite White ARMOR TUF Powder coat finish) onto pickup truck bedside	\$
7.	Purchase and install Weather Guard 4.5cf Lo-Side toolboxes (Brite White ARMOR TUF Powder coat finish) onto pickup truck bedside	\$
8.	Purchase and install Weather Guard 6.5cf Lo-Side toolboxes (Brite White ARMOR TUF Powder coat finish) onto pickup truck bedside	\$

\*Variety of vehicles including, but not limited to: Passenger cars, light duty pickup trucks, HD pickup trucks, Bucket trucks, etc.

\*All vehicle lighting and accessories must be installed per manufacturer's specifications and requirements

Additional Comments: \_\_\_\_\_

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