



**REQUEST FOR BIDS ("RFB") #26/27-102  
FOR  
PLUMBING SUPPLIES ON AN AS NEEDED BASIS**

**City of Rancho Cucamonga  
Finance Department  
Procurement Division  
10500 Civic Center Drive  
Rancho Cucamonga, California 91730**

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## **1. OVERVIEW**

### **1.1. GENERAL BACKGROUND**

The City of Rancho Cucamonga (hereinafter "City") is inviting qualified Suppliers (hereinafter "Supplier") to submit a Bid response for Request for Bids ("RFB") for #26/27-102 for Plumbing Supplies on an As Needed Basis in accordance with the minimum Specifications indicated herein.

Suppliers wishing to participate in the RFB solicitation must be registered as a Supplier on PlanetBids through the City website at <https://www.cityofrc.us/your-government/procurement>. Only those responses received from registered Suppliers will be accepted. Responses must be submitted by named Suppliers who have downloaded the RFB. Submitting a response under a Supplier name that does not appear to be on the Prospective Bidders list in PlanetBids will be deemed non-responsive and disqualify said response from further consideration.

### **1.2. BIDS DELIVERY AND SCHEDULE OF EVENTS**

Complete RFB responses may only be submitted electronically to PlanetBids. All responses must be actually received electronically by PlanetBids prior to the due date and time specified in the Schedule of Events below. Please note, there will be no paper responses accepted. The City shall not be responsible for any delays caused by transmission errors. Respondents bear all risks of non-delivery, non-receipt, and/or untimely receipt of their submittals.

#### **Schedule of Events**

<b>Event Description</b>	<b>Date &amp; Time</b>
Post RFB	June 18, 2026
Questions Due	June 25, 2026, by 9:00 am, PST
Addendum Issued	June 30, 2026
RFB Response Due Date	July 9, 2026, by 9:00 am PST

*(The City reserves the right to change schedule of events without prior notice or responsibility to Supplier.)*

### **1.3. DISCREPANCIES OR OMISSIONS**

Suppliers finding discrepancies or omissions in the RFB or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns in writing electronically via PlanetBids. The City will not be bound by oral instructions or

representations. Addenda to this RFB shall be considered a part of this RFB, and this RFB and responses shall become part of any final Contract that may be derived from this RFB, if one is entered.

#### **1.4. CONTINGENCIES**

This RFB does not commit the City to award any contract and is only a Request for Bids in accordance with the terms and conditions herein. However, RFB responses must be complete, truthful and accurate in order for a contract, if any, to be awarded to the responding Supplier.

Full, complete, and truthful responses to this RFB are required in order to be deemed qualified. Suppliers must submit signed RFB responses, and the same must be actually received by the due date and time as specified herein, in order to be deemed responsive.

#### **1.5. QUESTIONS AND CLARIFICATIONS**

All questions or clarification requests must be submitted to the City's representative identified below, directly PlanetBids no later than the due date and time indicated in the Schedule of Events. Answers and/or clarifications to questions or requests deemed to be of significant importance, will be posted in the form of an Addendum on PlanetBids in accordance with the above "Schedule of Events".

From the issuance date of this RFB until a contract, if any, is awarded, or this solicitation process is terminated, and except for questions and requests for clarification properly submitted, Suppliers are not permitted to communicate with any City staff or officials regarding this procurement, other than during interviews, demonstrations, and/or site visits, except at the direction of **Hector Velazquez, Procurement Technician**, the designated representative of the City of Rancho Cucamonga.

#### **1.6. DISPOSITION OF MATERIAL AND CONFIDENTIAL OR PROPRIETARY INFORMATION**

All materials submitted in response to this RFB will become the property of the City and public records. "Questionnaires and financial statements", as used in Public Contract Code Sec. 20101(a), are exempt from disclosure to the extent permitted by law, but all other documents and materials submitted are subject to public disclosure once a the City has made its determination as to which responding Suppliers are "qualified", all responses are rejected, or this RFB process is terminated. Any material that a Supplier considers as confidential but does not meet the disclosure exemption requirements of the California Public Records Act may be made available to the public regardless of a notation or markings of confidentiality or otherwise.

#### **1.7. BRAND NAMES**

Any reference to brand names and/or numbers in the solicitation is intended to be descriptive, but not restrictive, unless otherwise specified. RFB responses offering equivalent items meeting the standards of quality specified may be considered, unless

other specified, providing the RFB response clearly describes the article offered and how it differs from the referenced brand. Unless a Supplier specifies otherwise, it is understood that the Supplier is offering a referenced brand item as specified in the solicitation. The City reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name references, and the City may require the supply of additional descriptive material and a sample.

#### **1.8. KNOWLEDGE OF REQUIREMENTS**

The Supplier shall carefully review all documents referenced and made a part of the solicitation document to ensure that all information required to properly respond has been submitted or made available and all requirements are priced in the RFB response. Failure to examine any documents, drawings, specifications, or instructions will be at the Supplier's sole risk.

Suppliers shall be responsible for knowledge of all items and conditions contained in their RFB responses and in this RFB, including any City issued clarifications, modifications, amendments, or addenda. The City will provide notice of any significant changes and clarifications to prospective Suppliers by way of addenda posted on PlanetBids; however, it is the Supplier's responsibility to ascertain that the RFB response includes all addenda issued prior to the RFB response due date.

#### **1.9. RESERVATION OF RIGHTS**

The issuance of this RFB does not constitute a representation by the City that any contract will be entered by the City. The City expressly reserves the right at any time to:

- Waive or correct any defect, irregularity, or informality in any response, this RFB, or RFB procedure.
- Reject any or all RFB responses.
- Prior to submission deadline for RFB responses, modify all or any portion of the qualification procedures, standards, or requirements, including deadlines for accepting responses, the specifications or requirements for any materials, equipment, or services to be provided by Suppliers qualified as a result of this RFB, or the requirements for contents or format of the RFB responses.
- The City recognizes that price is only one of several criteria to be used in judging a product or service, and the City is not legally bound to accept the lowest RFB response.
- The City reserves the right to conduct pre-award discussions and/or pre-Contract negotiations with any or all responsive and responsible Suppliers who submit RFB responses.
- Procure any materials, equipment or services specified in this RFB by any other means.

- Determine that no project will be pursued.
- The City reserves the right to inspect the Supplier's place of business prior to award or at any time during the contract term or any extension thereof, to determine the Supplier's capabilities and qualifications.

#### **1.10. CALIFORNIA'S PUBLIC RECORDS ACT**

The City complies with the California Public Records Act, Government Code Section 7920.000, et seq. ("CPRA"). Public records are normally open for inspection during the office hours of the state or local agency and every person has a right to inspect any non-exempt public record. An RFB response in its entirety shall not be considered confidential or proprietary. Notwithstanding the foregoing, all respondents are hereby notified that all materials submitted in response to this RFB are subject to the CPRA. The City's receipt, review, evaluation or any other act or omission concerning any such information shall not create an acceptance by the City of any obligation or duty to prevent the disclosure of any such information except as required by the CPRA. Notwithstanding the foregoing, "questionnaires and financial statements", as used in Public Contract Code Sec. 20101(a), are exempt from disclosure to the extent permitted by law.

#### **1.11. BUSINESS LICENSE**

A selected Supplier awarded a contract shall be required to obtain a Rancho Cucamonga Business License no later than five (5) business days from notification of any award.

#### **1.12. LINE-ITEM PRICING**

Line-item pricing for this RFB must be provided directly in the Planet Bids system under the "Line Items" tab. This pricing is not an estimate and is firm fixed price for each item listed. Suppliers pricing quotes outside of the pricing listed in Planet Bids under the "Line Items" tab will not be accepted or considered for award. Any additional cost required should be noted in the additional cost line item and a summary of the cost provided in the notes section of the line item.

While Line-item pricing accompanies your RFB response it is not to be discussed in any other area of the RFB response other than the "Line Item" tab in Planet Bids. The City will not be obligated to any estimated pricing or pricing not identified in the "Line Item" tab in Planet Bids. Failure to provide the required Line Item pricing in the required format will cause Suppliers RFB response to be considered as non-responsive and be eliminated from proceeding any further in the process. Any questions or clarifications regarding how to correctly submit Line-Item pricing should be submitted by the "Questions Due" date and time indicated in the schedule of events.

#### **1.13. TARIFF IMPACT VERIFICATION BEFORE ADJUSTMENTS**

Suppliers requesting price increases due to tariff changes must provide detailed cost breakdowns, including the original tariff rates and the new imposed rates, supplier invoices, and other supporting documentation. The agency reserves the right to audit

supplier records to verify tariff-related costs. Any unverified or excessive increases shall not be accepted.

#### **1.14. TARIFF REFUND AND PRICE REDUCTION CLAUSE**

Should tariffs be reduced or removed during the contract term, the contractor shall pass the cost savings on to the agency through an equivalent price reduction. The contractor must notify the agency within 30 days of any tariff reduction and submit revised pricing accordingly.

### **2. RFB RESPONSE SUBMISSION REQUIREMENTS**

Under this section Suppliers shall provide a full, detailed response to the City's Scope of Services listed herein. Suppliers should be as thorough as possible in their response as it may be the only opportunity to convey information regarding your business, ability, and qualifications to complete the services needed.

If only one RFB response is received, the City reserves the right to discard the response and re-bid. RFB responses are due on the date and time indicated in the above schedule of events. Submittals must be submitted electronically via Planet Bids; no paper RFB responses will be accepted. RFB responses must include the information required by this RFB. The Supplier is solely responsible for ensuring that the full RFB response is received by the City prior to the date and time specified in the solicitation.

#### **2.1. EXHIBITS A THROUGH G**

The following named Exhibits are a requirement and must be complete and signed where required. Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the **Response Types, Exhibits A – G**. Failure to comply with this instruction will deem your RFB submittal as non-responsive.

#### **2.2. NON-DISCLOSURE CONFLICT OF INTEREST**

Any possible conflicts of interest with the Supplier's current clients or staff members and the City must be disclosed. A signed **Exhibit A, Conflict of Interest and Non-Disclosure Agreement** attached hereto must be submitted under the Planet Bid Response Types, Exhibits A – G.

#### **2.3. STANDARD TERMS AND CONDITION**

The City's Standard Terms and Conditions must be downloaded from the bid system and can be found under the "Documents and Attachments" tab. It is the Suppliers responsibility for downloading and reviewing the Terms and Conditions and responding accordingly with signature of agreement or summary of exceptions. In submitting a response to this RFB, Supplier will be deemed to have agreed to each clause in the City's Terms and Conditions unless otherwise indicated in the **"Exhibit B, City of Rancho**



**Cucamonga Terms and Conditions Exceptions Summary".** The City has the sole right to accept any exceptions or move forward without further negotiation. Failure to raise any objections at the time of this RFB response submittal will result in a waiver of objection to any of the contractual language in the City's Standard Terms and Conditions at any other time. The signed Exception Summary must be submitted in Planet Bids system under the Response Types tab "Exhibits A – G".

#### **2.4. ADDENDUM ACKNOWLEDGEMENT**

The Supplier shall hereby acknowledge they have received all posted Addendums, if any. The Supplier understands failure to acknowledge any addenda issued may cause the response to be considered non-responsive. It is the Supplier's responsibility to log into the Bid System to identify, download and review the number of addenda that have been posted. Addenda issued in correspondence to this RFB shall be considered a part of this RFB and shall become part of any final Contract that may be derived from this RFB. Suppliers must indicate their acknowledgement of any Addendums by way of signature on "**Exhibit C, Addendum Acknowledgement**", and must be submitted under the Planet Bid Response Types, Exhibits A – G.

#### **2.5. DEBARMENT AND SUSPENSION**

Suppliers must verify by signing **Exhibit D, Supplier Certification Form** that they are not listed in the government-wide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR Part 200 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), and that neither Supplier nor any of its proposed subSuppliers are tax delinquent with the State of California. The signed exhibit must be submitted under the Planet Bid Response Types, Exhibits A – G.

#### **2.6. PARTICIPATION CLAUSE**

Suppliers shall provide a completed "**Exhibit E, Participation Clause**", must be submitted under the Planet Bid Response Types, Exhibits A – G. This will indicate a Suppliers agreement to or not to allow other entities to utilize the RFB response and awarded contract as a piggyback option.

#### **2.7. AUTHORITY TO EXECUTE**

**Exhibit F, Authority To Execute**, must be submitted under the Planet Bid Response Types, Exhibits A – G. Unsigned RFB responses will not be accepted. The Authority to Execute declares that the Supplier has carefully examined the instructions indicated herein including all terms and conditions and thereby certifies that the person signing is authorized to bind the responding Supplier to all representations contained in the Supplier's RFB response.

#### **2.8. SPECIFICATIONS**

Supplier shall review and complete "**Exhibit G, Standard Specification Form**". Suppliers must indicate compliance with specifications by a check mark or initials in the

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"MEETS", "EXCEEDS", "NO" or "N/A". Indicating "MEETS" to a specification will mean full compliance; indicating "NO" will mean an exception is being taken. All exceptions must be fully explained on a separate page titled "EXCEPTIONS", giving reference to the page and specification where the exception is being taken. Failure to comply with this requirement will result in the response being rejected.

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**"EXHIBIT A, CITY OF RANCHO CUCAMONGA CONFLICT OF INTEREST/NON-DISCLOSURE STATEMENT"**

It is the policy of the City to prevent personal or organizational conflict of interest, or the appearance of such conflict of interest, in the award and administration of City Contracts.

I do not have specific knowledge of confidential information regarding RFB responses received in response to the **Request for Bids ("RFB") #26/27-102 for Plumbing Supplies on an As Needed Basis**.

I agree not to disclose or otherwise divulge any information pertaining to the contents, status, or ranking of any RFB response to anyone. I understand the terms and "disclose or otherwise divulge" to include, but are not limited to, verbal conversations, written correspondence, reproduction of any part or any portion of any RFB response, or removal of same from designated areas.

I, the undersigned, hereby certify that the following statements are true and correct and that I understand and agree to be bound by commitments contained herein.

_____	(Print Name)
_____	(Relationship to the City)
_____	(Relationship to the Supplier)
_____	(Signature)
_____	(Date)

***Exhibits are not to be included in your bid response.  
All referenced Exhibits must be submitted in Planet Bids system under the  
Response Types, Exhibits A – G.***

**"EXHIBIT B, CITY OF RANCHO CUCAMONGA STANDARD TERMS AND  
CONDITIONS EXCEPTIONS SUMMARY"**

Mark the appropriate choice, below:

\_\_\_\_\_ Suppliers accept the Standard Terms and Conditions without exception.

Submit a signed signature page of the Standard Terms and Conditions as Exhibit B, to show full agreement with all clauses and agreeing you have no exceptions.

OR

\_\_\_\_\_ Suppliers propose exceptions to the Standard Terms and Conditions.

Summarize all exceptions on a separate document. Enclose a written summary of each change and title as "Exception Summary", which shall include the Suppliers' rationale for proposing each such exception. Each exception must be labeled with the Section number listed in the Standard Terms and Conditions. Failure to properly reference exceptions in the submitted summary may deem the response as non-responsive.

***Exhibits are not to be included in your bid response.  
All referenced Exhibits must be submitted in Planet Bids system under the  
Response Types, Exhibits A – G.***

**"EXHIBIT C, ADDENDUM ACKNOWLEDGEMENT"**

The Supplier hereby acknowledges the following Addenda Number(s) to this RFB have been received, if any. Supplier understand failure to acknowledge any addenda issued may cause the RFB response to be considered non-responsive. It is the Supplier's responsibility to log into the Bid system to identify and download the number of addenda that have been posted.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

***Exhibits are not to be included in your bid response.  
All referenced Exhibits must be submitted in Planet Bids system under the  
Response Types, Exhibits A – G.***

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**"EXHIBIT D, DEBARMENT and SUSPENSION CERTIFICATION FORM"**

I certify that neither \_\_\_\_\_ (Supplier) nor any of its proposed subcontractors are not currently listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the guidelines under 2 CFR 200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), and that neither Supplier nor any of its proposed subcontractors are tax delinquent with the State of California.

I acknowledge that if Supplier or any of its subcontractors are placed under suspension or debarment by a local, state, or federal government entity, or if Supplier or any of its subcontractors subsequently become delinquent in California taxes, Supplier will be deemed not qualified.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

***Exhibits are not to be included in your bid response.  
All referenced Exhibits must be submitted in Planet Bids system under the  
Response Types, Exhibits A – G.***

**"EXHIBIT E, PARTICIPATION CLAUSE"**

It is hereby understood that other government entities, such as cities, counties, and special/school districts may utilize this RFB response at their option for equipment or services at the RFB response price for a period of \_\_\_\_\_ days. Said entities shall have the option to participate in any award made because of this solicitation. Any such piggy-back awards will be made independently by each agency, and the City is not an agent, partner or representative of these agencies and is not obligated or liable for any action of debts that may arise out of such independently negotiated piggy-back procurement. Each public agency shall accept sole responsibility of its own order placement and payments of the Suppliers.

**Successful Suppliers will extend prices as proposed herein to other governmental agencies, please specify.**

**YES \_\_\_\_\_ NO \_\_\_\_\_**

***Exhibits are not to be included in your bid response.  
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**"EXHIBIT F, AUTHORITY TO EXECUTE"**

Supplier has carefully examined the contents and instructions herein including all terms and conditions, and thereby certifies that the person signing Supplier's response to this RFB is authorized to bind the responding Supplier to all representations contained in the Supplier's RFB response. THE SUPPLIER IN SUBMITTING THIS RFB RESPONSE MUST FILL IN THE FOLLOWING INFORMATION. FAILURE TO DO SO MAY DEEM YOUR RFB RESPONSE AS NON-RESPONSIVE.

<b>Company Name:</b>	<b><u>Address:</u></b> <b>(Street, City, State, Zip)</b>
<b>Telephone #:</b>	
<b>Fax #:</b>	
<b>E-mail address:</b>	<b>Web Address:</b>
<b>Authorized Representative: (print)</b>	<b>Title:</b>
<b>Signature:</b>	<b>Date:</b>

***Exhibits are not to be included in your bid response.  
All referenced Exhibits must be submitted in Planet Bids system under the  
Response Types, Exhibits A – G.***



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**"EXHIBIT G, SPECIFICATIONS WORKSHEET"**

The City reserves the right, at its sole discretion, unless otherwise stated, to accept or reject all or any bids, or any part thereof, either separately or, to waive any informality and to split or make the award in any manner determined by the City to be in the best interest of the City.

Suppliers must indicate compliance with specifications by check mark in the "MEETS", "EXCEEDS", "N/A", or "NO" column.

- MEETS – Indicates that the Supplier is in full compliance with the specification.
- EXCEEDS – Indicates that the proposed solution will surpass all expectations for that specification.
- N/A – Indicates that the specification does not apply to the proposed solution.
- NO – Indicates that there is one or more exception(s) being taken. All exceptions must be fully explained in the comment section of the below table. A separate page titled "Specification Exceptions", giving reference to the specification "Description Title" may be used if required. Failure to complete this form will result in the proposal being rejected.

SPECIFICATIONS	MEETS	EXCEEDS	N/A	NO	COMMENTS
<b>PLUMBING SUPPLIES</b>					
Supplier shall be an established plumbing supply wholesaler with warehousing capability.					
Suppliers shall have a service office located within a twenty-mile radius from the Rancho Cucamonga city limits.					
This service office shall include a warehouse with a minimum of \$250,000 in stock, on hand items that are recognized industry wide as common and frequently used plumbing supplies.					
The Supplier shall invoice the City at the unit costs listed on the proposal. Items with no unit cost listed on the proposal shall be invoiced at the discount percentage listed therein.					
The name of the City employee who ordered and/or picked up the materials shall be typed on the invoice.					

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SPECIFICATIONS	MEETS	EXCEEDS	N/A	NO	COMMENTS
The Supplier shall not restrict the City to any manufacture's "line card", which will limit the City's purchases to a single manufacturer's products.					
Any manufacturers' items not in the Suppliers stock must be procured from other local distributors, whenever requested.					
The cost to the City for such items will be at the discount percentage proposed by the Supplier under this RFB. No additional charges will be paid.					
The Supplier will provide only new and unused items. No refurbished or recycled parts or supplies will be accepted.					
The Supplier shall provide the warranty for all products supplied to the City under this contract and such warranty shall provide that the products are free from defects in materials and workmanship for terms that are standard in the industry.					
The Supplier will provide upon request to the City any and all plumbing parts and supplies items, regardless of the quantities requested. There will be no minimum quantities, restrictions or limitations.					
The Supplier must operate a wholesale counter sales facility at the warehouse required above and have these plumbing parts and supplies items available for					

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SPECIFICATIONS	MEETS	EXCEEDS	N/A	NO	COMMENTS
immediate counter pick up during normal business hours at a minimum eight (8) hours a day, five (5) days per week, Monday through Friday. Persons picking up materials must show valid City identification.					
After normal business hours, in case of emergency, Supplier will provide an emergency telephone number of an outside sales representative assigned to the warehouse required above.					
The Supplier's designated personnel must be available to open the warehouse within two (2) hours of request to allow for the purchase of plumbing items needed immediately.					
The service shall be provided twenty-four (24) hours a day, three hundred sixty-five (365) days a year, at no additional charge.					
Deliveries are to be F.O.B. destination and are to be placed in designated areas as specified by the City building supervisors and/or Designated City employee who placed the order.					
The Supplier shall provide delivery of the requested manufacturer's materials, supplies and/or equipment listed under this contract that are recognized industry-wide as common and frequently used plumbing supplies on the next business day from the formal request for a shipment. In addition, the Supplier shall have these items					

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SPECIFICATIONS	MEETS	EXCEEDS	N/A	NO	COMMENTS
available for immediate pick-up at the City's discretion.					
Deliveries of materials supplies and/or equipment listed under this contract shall be provided by the Supplier's owned and operated local delivery fleet.					
Non-stocked items ordered by the Supplier and delivered by standard delivery service such as United Parcel Services, or by US DOT or California DOT licensed common carrier shall be F.O.B. destination to the Supplier's warehouse location and then delivered by the Supplier's fleet to the customer site listed on the delivery order unless otherwise stated.					
Deliveries shall be made Monday through Thursday between the hours of 6:00 a.m. and 4:00 p.m.					
All items not in stock locally and requiring an order from manufacturers' stock must be delivered within five (5) working days at no additional cost.					
The City reserves the right to request next day air shipments for any items not in stock locally with freight to be paid by the City.					
There will be no minimum quantities, limitations or restrictions applied to this contract. These services are a part of the Supplier's responsibility and will be provided at no premium price or additional cost to the City of Rancho Cucamonga.					

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SPECIFICATIONS	MEETS	EXCEEDS	N/A	NO	COMMENTS
Where a manufacturer is specified, an alternate or equal brand is accepted.  Please specify the alternate brand.					
State Discount percentage for items not listed.					
Bid Pricing must be valid through June 30, 2027					

***Exhibits are not to be included in your bid response. All referenced Exhibits must be submitted in Planet Bids system under the Response Type, Exhibits A-G.***