

NOTICE FOR REQUEST FOR PROPOSAL

All proposals shall be submitted through the City of El Monte City Clerk's Office at 11333 Valley Blvd, El Monte CA 91731 by **4:00 pm Pacific Standard Time (PST) on or before March 16, 2026** for the project listed below and electronically through the electronic bid management system ("PlanetBids"). The Request for Proposal (RFP) can be found on PlanetBids at <https://vendors.planetbids.com/portal/43375/bo/bo-detail/138311#bidInformation>. A proposal submitted after the time set shall not be considered. Proposers are required to submit all items listed in the Request for Proposal, including acknowledgement that all addendums were received.

REQUEST FOR PROPOSAL: DESIGN, SUPPLY, AND INSTALL ELECTRIC VEHICLE (EV) CHARGING STATIONS

The City of El Monte (hereinafter referred to as "the City") is soliciting proposals from prospective firms ("Contractors") with extensive experience working with public agencies to provide professional services. In addition to specific services identified in this RFP, it is the intent of the City that the selected firm will provide additional related support, as needed, based on the approved cost proposal summary or prior negotiated project specific fees.

The City's Public Works & Utilities Department is requesting proposals from responsive and qualified Contractors for the design, supply, and installation of electric vehicle ("EV") charging stations to support the City's Clean Mobility Nexus Project. This solicitation is part of the City's ongoing efforts to expand the City's EV charging infrastructure by expanding its EV Level II infrastructure to the public at four (4) designated City locations and installing Level III fast chargers at its Public Works Yard for its zero-emission bus transit fleet. The solicitation includes the supply and installation of seven (7) dual-port Level II charging stations and three (3) Level III dual-port charging stations. Best industry practices and/or best management practices may require additional services not explicitly enumerated. The proposer should identify any additional services required, price them and explain them in their response. The Contractor will be working on Capital Improvement Project No. 591, EV Charging Station Project funded through various grant awards and local return funds.

Proposal package documents may be reviewed and obtained by prospective bidders by going on Planet Bids at <https://vendors.planetbids.com/portal/43375/bo/bo-detail/138311#bidInformation> .

DESCRIPTION	DATE
RELEASE OF REQUEST FOR PROPOSAL	THURSDAY, FEBRUARY 12, 2026, 10:00 AM
DEADLINE FOR SUBMITTING WRITTEN QUESTIONS	THURSDAY, FEBRUARY 26, 2026 4:00 PM
RESPONSE / ISSUANCE OF ADDENDUM	THURSDAY, MARCH 5, 2026 4:00 PM
RFP DUE DATE / SUBMISSION DEADLINE	MONDAY, MARCH 16, 2026 4:00 PM
ANTICIPATED AWARD DATE/DATE FOR RECOMMENDATION TO CITY COUNCIL FOR AWARD (TENTATIVE)	WEDNESDAY, APRIL 22, 2026

Submittal: To be accepted and considered, an electronic PDF copy shall be uploaded on PlanetBids and provide three (3) hardcopies of the completed proposal which must be enclosed in a sealed package. All Proposals must be received no later than 4:00 PM, PST on Monday, March 16, 2026. Proposals received after this deadline will not be considered.

Proposals shall be addressed to:

City Clerk
City of El Monte
11333 Valley Blvd.
El Monte, CA 91731
Attn: Sarah Zadok, Transportation Operations Manager

All questions and/or requests for clarification during the solicitation phase of this RFP: shall be submitted in writing via Planet Bids. To allow the City adequate time to respond to an inquiry, all questions and/or requests for clarification concerning this Solicitation should be received no later than Thursday, February 26, 2026 at 4:00 pm. No telephone calls or questions submitted through any other means will be responded to. The City's written response to questions and requests for clarification shall be posted at www.planetbids.com no later than Thursday, March 5, 2026 at 4:00 pm.