

## **AGENDA ITEM NO. 5-F**

### **MONTEREY PENINSULA REGIONAL PARK DISTRICT BOARD REPORT**

**DATE:** April 2, 2025  
**TO:** Board of Directors  
**FROM:** Caine Camarillo, Supervising Ranger  
**REVIEWED BY:** Shuran Parker, Interim General Manager  
**SUBJECT:** Approval to Purchase Two Pick-Up Trucks on Open Market

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#### **SUMMARY**

Staff is seeking Board approval to purchase two four-wheel drive pick-up trucks on the open market after receiving no responses to the District's Request for Bids (RFB) process.

#### **FISCAL IMPACT**

Approximately \$100,000

#### **FUNDING SOURCE**

Account 6793 – Vehicle Acquisition

#### **FUNDING BALANCE**

\$110,000

#### **DISCUSSION**

The approved FY2024-2025 Budget includes \$110,000 for two new vehicles; one to be purchased and assigned to the Administration Division, and one to be purchased and assigned to the Operations and Maintenance Division (O&M). Administration Staff recently received delivery of the Administration Division's vehicle. However, the 2011 Toyota Tacoma assigned to the Planning & Conservation Division (P&C) was recently severely damaged when hit by another party's vehicle while parked at the District headquarters and the cost of repairing the vehicle exceed its current blue book value. Therefore, Staff requested and received Board approval to include an additional vehicle in the Request for Bids process that will replace the currently inoperable 2011 Tacoma.

The O&M vehicle will be used to retire and replace an aging 2014 Toyota Tundra, which Staff is requesting Board approval to send to auction. The Board authorized staff to issue an RFB for the acquisition of two four-wheel drive pick-up trucks at the February 5, 2025 Board meeting. Staff issued the RFB on the District eProcurement portal OpenGov Procurement, sent emails to numerous dealerships located within and outside of the District, and followed up with phone calls to numerous dealerships, to let them

know about the forthcoming RFB and encourage them to submit a proposal. Unfortunately, the District received no responses to this RFB. Thus, in accordance with District policy, Staff is requesting Board approval to purchase two four-wheel drive pick-up trucks on the open market. If approved, Staff will seek 3 proposals directly from local dealerships who sell units most closely matching the District's specifications and proceed with purchasing proposed vehicles from the lowest bidder.

### **RECOMMENDED ACTION**

Staff respectfully recommends that the Board of Directors approve Staff to purchase two four-wheel drive pick-up trucks on the open market and approve auctioning of the 2014 Toyota Tundra.

### **ATTACHMENTS:**

None