

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING**

DATE: May 3, 2023
TO: Board of Directors
FROM: Caine Camarillo, Supervising Ranger
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Review and Approval to Purchase Palo Corona Ranger Station
Mobile Office

SUMMARY:

MPPRPD staff are currently occupying all extant workstations within the MPPRPD Admin office building, located at the District's headquarters at Palo Corona Regional Park. Following Board approval to issue a Request for Proposals (RFP) in April 2023, Staff is seeking Board approval to purchase a mobile office trailer to expand the number of available workstations at Palo Corona Regional Park, specifically for Ranger staff.

FISCAL IMPACT:

\$87,357

FUNDING SOURCE:

Account 6810 – Palo Corona Improvements

FUNDING BALANCE:

\$184,051 as of the writing of this report

DISCUSSION:

To address workspace deficiency within the MPPRPD Admin office, Staff sought and received Board approval to issue a Request for Proposals (RFP) for a Temporary Ranger Station at Palo Corona Regional Park – Rancho Canada Unit. The RFP was released on April 7th, followed by a deadline to submit proposals on April 20th.

Staff received two proposals. Aries Building Systems, LLC submitted a \$79,960 proposal for a 12'x44' unit. Atlas Performance Industries, Inc. submitted a \$134,088 proposal for a 12'x40' unit.

Members of the Administrative and Operations & Maintenance staff met to discuss and consider each proposal, after which the Aries proposal was deemed to be the proposal which best met the District's needs and also was the lowest of both responsive proposals.

This mobile/modular office unit will address a need for additional office space to accommodate on-site staff, meetings, and workstations. This temporary office building will be staged near the Rancho Canada Unit Maintenance Building, and be capable of

providing four additional workstations for Ranger staff stationed at Palo Corona Regional Park.

RECOMMENDED ACTION:

Staff respectfully recommend that the Board review and approve the Purchase of the Palo Corona Ranger Station Mobile Office from Aries Building Systems, LLC.

ATTACHMENTS:

1. [Proposal – Aries Building Systems, LLC](#)
2. [Proposal – Atlas Performance Industries, Inc.](#)