

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

DATE: February 7, 2018
TO: Board of Directors
FROM: Caine Camarillo, Supervising Ranger
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Request for Bids – (2) 4x4 Pickup Trucks

RECOMMENDED ACTION

Staff respectfully recommends that the Board of Directors approve the request for bid package for (2) 4x4 Pickup Trucks and authorize staff to solicit bids from vendors for this item as presented herein.

FISCAL IMPACT:

Funds are allocated in the approved FY2017-2018 Budget

FUNDING SOURCE:

Assessment District Account Code #6961 – Vehicle Acquisition

DISCUSSION:

The approved FY2017-2018 Budget includes \$130,000 for three new vehicles; These two vehicles will be used to retire and replace two aging 4x4 pickup trucks; Staff has prepared a Request for Bid package for the vehicle (**ATTACHMENT 1**) which includes the following components: Invite to submit bid cover letter from the General Manager, information to bidders, machine specifications, bid form, list of local request for bid recipients (vendor list), and legal notice of request for bids; Staff has decided to purchase outright, as opposed to financing.

Staff also requests approval to send the two retired pickup trucks to public auction.

A suggested schedule leading to the Board of Directors Award of Bid is as follows:

February 8, 2018	Mail out request for bids
February 12, 2018	Publish Notice for request of bids in local newspaper
February 27, 2018	2:00p.m. Deadline for receipt of bids
March 14, 2018	Board of Directors Award of bid

Attachment 1: Request for Bid Package – (2) Pickup Trucks



MONTEREY PENINSULA REGIONAL PARK DISTRICT
60 GARDEN COURT, SUITE 325
MONTEREY, CALIFORNIA 93940-5341

REQUEST FOR BIDS

(2) Pickup Trucks

Bid Package

Bid Package Contents:

- 1. Cover Sheet (1 page)**
- 2. Cover Letter (1 page)**
- 3. Information to Bidders (2 pages)**
- 4. Specifications (1 page)**
- 5. Bid Form (1 page)**

Set # _____

February 8, 2018

Greetings,

The Monterey Peninsula Regional Park District (District) invites you to submit a cumulative bid for the following (2) vehicles:

- (2ea) 4WD, 4-door, Mid-Size Truck, Long Bed

Specifications are contained in the enclosed material and any deviations from the specifications should be clearly entered on the bid form. Submit your bid on the enclosed bid form to the Monterey Peninsula Regional Park District: 60 Garden Court #325, Monterey, California 93940, Attn: Kelly McCullough **no later than 2:00 PM PST, February 27, 2018**. At that time bids will be publicly opened and read at the offices. Envelopes should be marked "(2) Truck Bid".

Bidders are required to state the maximum time necessary to deliver the vehicles to the District on the bid form. If the vehicle is not delivered within the time stated on the bid form, the District may terminate the purchase of the vehicle by giving written notice. The bidder will not be responsible for any time delays caused by circumstances, which are reasonably beyond the bidder's control. Complete instructions and conditions are contained in the enclosed "Information to Bidders" packet. Bids that do not contain a cumulative total cost for both vehicles will not be considered.

The vehicles will be delivered to the District completely assembled, prepared and ready to operate with all equipment cataloged as standard by the manufacturer and included in the total bid price. The District is exempt from DMV fees, but local 8.75% sales tax is applicable.

If you have any questions regarding the request for bids, please contact Caine Camarillo, Supervising Ranger at 831-659-4488 x202.

Sincerely,

Rafael Payan
General Manager

Attachments

INFORMATION TO BIDDERS
(2) Truck Bid
Request for Bids

Delivery of Bids

Bids shall be delivered or mailed in an envelope marked "(2) TRUCK BID" and arrive on or before 2:00 PM PST– February 27, 2018. Mail or deliver bids to: Monterey Peninsula Regional Park District, 60 Garden Court – Suite 325, Monterey, CA 93940, Attn: Kelly McCullough. All bids shall be submitted on the attached (2) Truck Bid form and shall be signed with the firm name and by a responsible officer or employee.

Interpretation of Documents

If you are in doubt as to the true meaning of any part of this request for bids, or find discrepancies in, or omissions from the specifications, you may submit a written request to the Monterey Peninsula Regional Park District (District) for an interpretation or correction thereof. Any interpretation or correction of the (2) Truck Bid Package (bid package) will be made only by an addendum issued by the District, and a copy of the addendum will be mailed to each person who received a numbered bid package. Any addenda or bulletins issued during the time of request for bids shall be made part of the contract.

Withdrawal of Bids

Any bidder may withdraw their bid by written request at any time prior to February 27, 2018. All bids shall be valid and remain in effect for a period of ninety (90) days.

Bid Preparation

Bids should be prepared simply, using a straightforward and concise description. Photos, brochures and other material supplied by the dealer may be submitted.

Deviations

Any deviations from the District's bid package specifications shall be clearly set forth by the bidder, and any deviations, which in the opinion of the District Board, do not meet the standards of these specifications will not be allowed or accepted. The District reserves the right to waive irregularities or informalities in any bids or in the bidding, and the right to waive any minor deviations from the specifications.

Evaluation Process

The District will evaluate the bids based on several factors, including but not limited to: responsiveness to bid package specifications, testing of proposed vehicle, available repair & service and total cost. The District will perform whatever research it deems necessary into the bidder's history, financial viability and references. The District expects assistance and cooperation, if requested, from the bidder to arrange inspection, testing demonstration, and operation of a vehicle having similar specifications to that described in the bid package. The District reserves the right to reject any or all bids and may accept the bid that is in the best interest of the District.

Delivery Date

The successful bidder shall guarantee delivery of the vehicle within the number of calendar days indicated on the bid form. The actual delivery date will be determined by the District at the time the purchase order is prepared. Inability to deliver on the date specified may be grounds for cancellation of the purchase order at the sole discretion of the District.

Applicable Regulations

Bidders must comply with all applicable laws, regulations and requirements of governmental agencies pertaining to use. The Monterey Peninsula Regional Park District is a local government agency exempt from vehicle license fees. An exempt license plate will be issued by the California Department of Motor Vehicles (DMV), and the bidder agrees to apply to DMV for the license on behalf of the District.

Proposed Schedule

February 8, 2018	Mail out request for bids
February 27, 2018	2:00pm Deadline for receipt of bids
March 14, 2018	Board of Directors accept bid

SPECIFICATIONS
(2ea) 4WD, 4-door, Mid-Size Truck, Long Bed

Engine and Transmission	
Cylinders	Minimum 6
Engine	V-6
Fuel	Regular grade gasoline
Fuel Tank Capacity	Minimum 20 gal.
Power	Minimum 250 HP
Torque	Minimum 250 ft-lbs.
Alternator	Heavy Duty
Battery	Heavy Duty
Undercarriage	Engine/transmission skidplates
EPA Mileage (combined)	Minimum 20 MPG
Transmission	Minimum 6-speed Automatic
Drivetrain	
Drive Wheels	On-demand 4WD
Rear Transaxle	Locking or automatic limited slip differential
Wheels	Minimum 16", steel or alloy, P245
Specifications	
GVWR	Minimum 5,000 lbs.
Payload	Minimum 1400 lbs.
Bed Length	Minimum 70 ins.
Wheelbase	Maximum 135 ins.
Ground Clearance	Minimum 9.0 ins.
Towing	
Tongue Capacity	Minimum 600 lbs.
Towing Capacity	Minimum 6,000 lbs.
Connectors	Four and seven-pin
Hitch	Frame-mounted receiver, minimum 2 ins.
Brakes	Minimum power-assisted front disc brakes with 4-wheel ABS & traction control
Cab & Options	
Air conditioning	
AM/FM Radio	
Driver and front passenger airbags	
Side airbags	
Speed control	
Minimum 4-adult, 3-point safety restraint belts	
Power windows	
Power door locks	
Power mirrors	
Remote keyless entry system	
Tinted rear and extended cab windows	
Cloth seats	
Floor mats	
Rear window slider	

MONTEREY PENINSULA REGIONAL PARK DISTRICT

BID FORM
(2) Truck Bid Package

Total

Vehicles Base Amount	\$ _____
Subtotal	\$ _____
Sales Tax	\$ _____
TOTAL	\$ _____

*** Please list in detail any deviations from the specifications on the reverse side of this form**

Delivery Date: Vehicles will be delivered on or before _____ calendar days from the order date

In compliance with the request for bids on the vehicles, the undersigned hereby proposes and agrees to furnish the vehicles hereinafter stated and in accordance with the specifications stated herein and on file with your Board.

The undersigned has carefully checked all figures contained herein and is familiar with the Bid Package specifications and conditions and shall not, after the submission of the bid, dispute or complain of such specifications and conditions. The undersigned has all licenses and permits required by law.

NO BID IS VALID UNLESS SIGNED BY THE PERSON MAKING THE BID

Name of Firm: _____

By/Signature: _____ Print Name: _____

Title: _____ Date: _____ Telephone # _____

Mailing Address: _____ Fax # _____

City: _____ State: _____ Zip Code: _____

*Corporation: _____ **Partnership: _____

* If the bidder is a partnership, the Bid Form should be signed with the partnership name by one of the partners

** If the bidder is a corporation, the Bid Form should be signed with the name of corporation by an officer authorized to execute a bid on behalf of the corporation.

This corporation/partnership is organized and existing under, and by virtue of, the laws of the State of

_____.

Bid Recipients
(2) Truck Bid Package

Bid Recipients

Salinas Valley Ford
1100 Auto Center Circle
Salinas, CA 93907
831-444-4444

Cypress Coast Ford
4 Geary Plaza
Seaside, CA 93955
831-899-8300

Cardinale Automotive GMC
2 Heitzinger Plaza
Seaside, CA 93955
831-394-1233

MY Dodge
600 Auto Center Circle
Salinas, CA 93907
831-442-1000

MY Nissan
222 Auto Center Circle
Salinas, CA 93907
831-444-8888

Victory Toyota
5 Heitzinger Plaza
Seaside, CA 93955
831-393-3020

MY Chevrolet
444 Auto Center Circle
Salinas, CA 93907
831-240-4850

Salinas Toyota
700 Auto Center Circle
Salinas, CA 93907
831-444-0700

Gold Star GMC
1980 North Davis Road
Salinas, CA 93907
831-444-8444

Peninsula Chevrolet Cadillac
4 Heitzinger Plaza
Seaside, CA 93955
831-920-4789

Val Strough Honda
1 Heitzinger Plaza
Seaside, CA 93955
888-475-8489

Sam Linder Honda
300 Auto Center Circle
Salinas, CA 93907
831-424-1500

LEGAL NOTICE

MONTEREY PENINSULA REGIONAL PARK DISTRICT

NOTICE INVITING BIDS

Notice is hereby given that sealed bids will be received at the offices of the Monterey Peninsula Regional Park District, 60 Garden Court, Suite 325, Monterey, California 93940 until 2:00p.m. PST, on February 27, 2018, for the purchase of (2) Four-Wheel Drive Pickup Trucks. At that time bids will be publicly opened and read at the offices.

Bids must be in accordance with specifications and provisions contained in the (2) Truck Bid package prepared by the District. The District will evaluate each bid and make a selection based on criteria set forth in the (2) Truck Bid package. The District reserves the right to reject any or all bids or to waive irregularities or informalities in any bids or in the bidding.

The (2) Truck Bid package is available electronically and can be downloaded for free at the Monterey Peninsula Regional Park District's website: <https://www.mprpd.org/bids-and-proposals>. Additional information may be obtained from Caine Camarillo, District Supervising Ranger at the above address, telephone 831-659-4488 x202 or Fax 831-372-3197.

Publication Date: February 12, 2018