

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

DATE: April 3, 2024
TO: Board of Directors
FROM: Caine Camarillo, Supervising Ranger
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Approval of Request for Proposals for the Purchase of a Tractor

SUMMARY:

MPPRPD’s current full-size tractor/loader is 17 years old and shared between the two operations centers (Garland and Rancho Canada). Staff is seeking Board approval to release a Request for Proposals for a new Tractor/loader with box scraper and fork attachments to replace MPPRPD’s current unit. If approved, staff would release the RFP and bring a proposal back to the Board at the May meeting for consideration.

FISCAL IMPACT:

Funds are allocated in the approved FY2023-2024 Budget

FUNDING SOURCE:

Community Facilities District (Services) Account Code #6792 – Equipment

FUNDING BALANCE:

\$165,416 as of the writing of this report

DISCUSSION:

The approved FY2023-2024 Budget includes \$65,000 for acquisition of a new tractor w/ front loader; This machine will be used to retire and replace an aging tractor/loader, as well as allow staff to complete specialized park maintenance and trail/road reconstruction projects in-house; Staff has prepared a Request for Proposal package for the machine (**ATTACHMENT 1**) which includes the machine specifications and vendor proposal form.

A suggested schedule leading to the Board of Directors Approval of Proposal is as follows:

- | | |
|----------------|---|
| April 4, 2024 | Release RFP |
| April 16, 2024 | Deadline for Questions |
| April 18, 2024 | Proposals Due |
| May 1, 2024 | Board of Directors Approval of Proposal |

RECOMMENDED ACTION:

Staff respectfully recommends that the Board of Directors approve the Request for Proposal package for a Tractor w/ Front Loader and authorize staff to solicit proposals from vendors for this item as presented herein.

ATTACHMENTS:

1. [Request for Proposal \(RFP 202324-13\) – Acquisition of Tractor w/ Front Loader](#)