

**RANCHO SIMI RECREATION AND PARK DISTRICT  
INTEROFFICE MEMORANDUM**

DATE: September 6, 2007  
TO: General Manager  
FROM: Assistant General Manager  
SUBJECT: Update on District's Capital Equipment/Vehicle Replacement Program

The District's adopted FY 2007-08 Annual Budget includes allocations of \$250,000 (Simi Valley) and \$13,000 (Oak Park) for purchase and/or replacement of District maintenance equipment and District vehicles. This report provides the Board of Directors with an update on this program.

**Oak Park Truck:** A mid-size pickup truck has been ordered from Coalinga Motors, Inc. under the negotiated contract of the California Multiple Awards Schedule (CMAS). The size of the Oak Park crew (six full-time employees, including one new GKI position which was added this past year) dictated that an additional vehicle be assigned to this crew. Delivery is expected by September 30, 2007. Cost of the vehicle was \$11,895.07.

**Painter Truck:** The Board of Directors has approved a new Building Specialist – Painter position. A new vehicle is necessary for the new position. Accordingly, a full-size truck, regular cab, ¾ ton with a utility bed, trailer hitch, and lumber rack has been purchased from E. Salmon Chevrolet at a cost of \$24,976.55. No vehicles are currently available under the California Multiple Award Schedule (CMAS); therefore, in accordance with District policy, three written price quotes were obtained.

**Central Crew Mid-Size Pickup Truck:** Staff is proposing to purchase a third vehicle for the Central Crew. Since the opening of Big Sky Park, the Central Crew has had to spend considerable time maintaining the four softball fields. The five man Central Crew (crew was increased in FY 2006 when Vista del Arroyo Park was opened) has traditionally been assigned two trucks, one for the crewleader and one for the roving crew. When Big Sky Park came on line, one of the District's backup trucks was loaned to the Central Crew (backup trucks are loaned to a crew when vehicles are being serviced). Therefore, assignment of the new vehicle to the Central Crew will enable a maintenance worker(s) to spend additional time at Big Sky Park while not impacting maintenance of the other parks. Staff is in the process of obtaining a mid-size pickup truck from Coalinga Motors at a cost of \$11,895.07 under the negotiated contract of the Multiple Awards Schedule (CMAS). Delivery is anticipated to occur at the end of October.

**Fiscal Impact:** Adequate funds are available in the District's adopted FY 2007-08 Annual Budget to cover the cost of the vehicles.

**Board Action Requested:**

No Board action is required.

  
Ed Hayduk

Assistant General Manager