



# MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Fire Division Headquarters  
1670 Las Virgenes Canyon Road  
Calabasas, CA 91302  
Phone (818) 880-4752

## REQUEST FOR BIDS (RFB) MINI EXCAVATOR PURCHASE

The Mountains Recreation and Conservation Authority (MRCA), a local public agency exercising joint powers pursuant to Section 6500 et seq. of the Government Code, seeks bids from qualified vendors for the purchase of one (1) new mini excavator and accessory attachments meeting the specifications contained herein.

### 1. BID SUBMISSION DEADLINE

All sealed bids must be received by:

Date: June 16, 2026  
Time: 2:00 PM

All questions regarding this solicitation shall be submitted to Chief Ken Nelson no later than:

Date: June 9, 2026.

Contact: Ken Nelson, Fire Management Officer

[ken.nelson@mrca.ca.gov](mailto:ken.nelson@mrca.ca.gov)

### 2. DELIVERY AND PERFORMANCE

The requested equipment shall either be delivered to MRCA Fire Division Headquarters, 1670 Las Virgenes Canyon Road, Calabasas, CA 91302, or be available for pickup within 70 miles of Calabasas, California. MRCA reserves the right to cancel the order without cost if delivery terms are not met. MRCA's obligation to pay shall not commence until acceptance of delivery.

### 3. REQUIRED BID CONTENTS

- Completed and signed Bid Submission Form and Schedule of Bid Items.
- Completed Non-Collusion Declaration.
- Must print, Sign and submit addendum with bid. (Addenda posted online, acknowledgement required. <https://mrca.ca.gov/about/bid-on-a-project/> )

Bids must be submitted on the prescribed forms. All blank spaces for bid prices must be completed in ink or typed. Interlineations, alterations, and erasures must be initialed by the signer of the bid.

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### **4. BASIS OF AWARD**

Selection will be based on the lowest responsive and responsible bidder meeting the required specifications. Proposed deviations from the requirements will be reviewed and taken into consideration.

### **5. MINIMUM EQUIPMENT SPECIFICATIONS**

- New equipment only
- Diesel engine, Tier 4 compliant or better
- California AQMD compliant
- Engine horsepower: 25 HP or less
- Operating weight: minimum 4,500 lbs., maximum 6,000 lbs.
- Rubber tracks
- Open cab configuration
- Track width minimum 43 inches, maximum 60 inches
- Hydraulic thumb attachment
- One (1) 18-inch digging bucket with ripper teeth
- Minimum one-year manufacturer warranty
- Digging depth of at least 8'.5"
- Minimum fuel capacity of 8 gallons

Equipment shall be delivered fully assembled, serviced, and ready for operation. Vendor shall provide all manufacturer specifications, warranty documentation, operating manuals, and applicable safety documentation upon delivery.

Equipment shall be guaranteed to be free from defects in materials and workmanship during normal use and operation.

Upon written notification of equipment failure or nonconformance during the warranty period, Vendor shall promptly repair or replace defective components in accordance with the manufacturer's warranty provisions.

Equivalent equipment meeting or exceeding all stated specifications may be considered at the sole discretion of MRCA.

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**BID SUBMISSION FORM AND SCHEDULE OF BID ITEMS**

BID FORM FOR: **Mini Excavator Purchase and Accessory Attachments**

A PROJECT OF: MOUNTAINS RECREATION AND CONSERVATION AUTHORITY  
Fire Division Head Quarters  
1670 Las Virgenes Canyon Road Calabasas, CA 91302

**VENDOR INFORMATION**

Vendor Name: \_\_\_\_\_ Check One:  Corporation  
 Partnership  
 Sole Proprietor

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Tax ID: \_\_\_\_\_ Email: \_\_\_\_\_

**If firm is a sole proprietor or partnership:**

Owner(s) of Company \_\_\_\_\_

The Schedule of Bid Items must be included. In order for a bid to be responsive, all listed items, unit prices, and requested data must be quoted and correspond to bid amount.

The MRCA reserves the right to reject any and all bids, to accept other than the lowest bid, and to waive any informality in the bids.

The undersigned as bidder declares that he/she has carefully examined the description of the proposed goods and read the accompanying Request for Bids, and hereby proposes and agrees, if the proposal is accepted, to furnish all materials and do all work required in the time and manner therein prescribed for the price set forth in the following schedule. The undersigned has checked all words and figures inserted in the bid submittal and understands that the MRCA will make no allowance for any error or omission on the part of the undersigned.

The bidder represents and warrants that they, he, she, or the officers, directors, and/or employees of bidder are not related by blood or marriage to any member of the governing boards of the Santa Monica Mountains Conservancy, the Santa Monica Mountains Conservancy Advisory Committee, the Mountains Recreation and Conservation Authority, or any other joint powers authority for which the Santa Monica Mountains Conservancy is a constituent member, or to any officer, director or staff member with discretion over the contract of any of the aforesaid public agencies.

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“Related by blood or marriage” is defined as being a parent, child (including stepchildren), sibling, grandparent, grandchild, aunt, uncle, niece, nephew, spouse, domestic partner, father-in-law, mother-in-law, sister-in-law or brother-in-law. The MRCA reserves the right to immediately cancel any contract entered into if it discovers a breach of this warranty and representation. Bidder shall be liable for all damages sustained by the MRCA as a result of the breach.

I declare under the penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Authorized Signature \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2026 at \_\_\_\_\_, California.

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**SCHEDULE OF BID ITEMS: 2026 Mini Excavator Purchase**

**BIDDER NAME:** \_\_\_\_\_

| ITEM                                       | QUAN. | UNIT | UNIT PRICE | TOTAL PRICE |
|--|-------|------|------------|-------------|
| 1. Mini Excavator (meeting Specifications) | 01    | EACH | \$         | \$          |
| 2. Hydraulic Thumb Attachment              | 01    | EACH | \$         | \$          |
| 3. 18" Digging Bucket with Ripper Teeth    | 01    | EACH | \$         | \$          |
| 6. Delivery Charges (if applicable)        | 01    | EACH | \$         | \$          |
| SUBTOTAL                                   |       |      |            | \$          |
| SALES TAX (_____%):                        |       |      |            | \$          |
| SHIPPING/DELIVERY:                         |       |      |            | \$          |
| <b>TOTAL BID AMOUNT</b>                    |       |      |            | <b>\$</b>   |

UNIT PRICES TO INCLUDE: All applicable charges including equipment preparation, setup, freight, delivery, and any other associated costs necessary to provide a complete and operational unit as specified in the Request for Bids.

LEAD TIME FOR DELIVERY OR PICKUP AVAILABILITY: \_\_\_\_\_

\_\_\_\_\_

DESCRIBE ANY PROPOSAL DEVIATIONS HERE:

\_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER  
AND SUBMITTED WITH BID**

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

Signature \_\_\_\_\_

**END OF SECTION**