

Paul Ruta, Director of  
Maintenance & Facilities

Ed Jozefecick, Director  
of Operations &  
Grounds



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## **Manhattan Beach Unified School District**

325 South Peck Avenue • Manhattan Beach • California 90266 • (310) 318-7345 • FAX (310) 303-3822

City of Manhattan Beach  
1400 Highland Avenue  
Manhattan Beach, Ca. 90266  
Attention: Purchasing Department

April 25, 2019

Dear City of Manhattan Beach,

The Manhattan Beach Unified School District's Maintenance Department has learned that there is a 2002 Ford Ranger Utility bed that has been retired by your Maintenance Department. We are greatly interested in this vehicle.

It would be used in our maintenance department to replace older, inoperable vehicles for travel within our district for repairs and general maintenance of our school facilities. We have been facing budget cuts for many years now and a new vehicle is not in the budget. We currently have an aging small fleet of trucks and vans that we maintain however, this 2002 Ford Ranger would be a helpful addition to our department. The vehicle would be used by one of our maintenance employees in order to better serve the district.

The Manhattan Beach Unified School District and the Maintenance Department would be grateful for your consideration of the donation of this 2002 Ford Ranger utility bed truck.

Sincerely,  
Paul Ruta

A handwritten signature in black ink, appearing to read "Paul Ruta", with a long horizontal stroke extending to the right.

Director of Maintenance and Facilities  
Manhattan Beach Unified School District