

	ADMINISTRATIVE POLICIES	RESOLUTION NO.	Page 1 of 3
		REVISION	SUPERSEDES
SUBJECT Clean Fleet Procurement Policy		APPROVED BY	EFFECTIVE DATE

A. PURPOSE

This policy establishes the City's intent to begin the process of transitioning its fleet from conventionally powered vehicles to zero to low emission vehicles. The purpose of this policy is to implement guidelines governing the purchase of City vehicles to maximize energy efficiency, reduce emissions, and control costs. This policy's objectives are to:

- Give priority to purchasing or leasing all-electric, hybrid, and other alternative fuel vehicles when commercially available and practicable.
- Ensure that a review of each individual vehicle purchase or lease is made so as the City replaces its aging fleet, the long-term environmental and financial benefits of purchasing alternative fuel vehicles are considered.
- Reduce the community's exposure to harmful emissions and greenhouse gasses by replacing fuel-dependent vehicles with cleaner alternatives.

Through this policy, the City shall prioritize the purchasing or leasing of zero to low emission vehicles while limiting the procurement of conventionally powered vehicles. The implementation of this policy will assist the City in preparing to gradually transition to a fully electrified fleet while incrementally reducing its dependence on fossil fuels.

B. SCOPE

This policy applies to all City departments responsible for operating, maintaining, and/or procuring City-owned vehicles.

C. POLICY

It shall be the policy of the City of San Bernadino to purchase, lease, or otherwise obtain vehicles that emit the least amount of emissions and are the most energy efficient possible that meet the operational needs of the department for which the vehicles are intended.

1. Zero emission vehicles (ZEV) will be prioritized for procurement when they are appropriate to the application, are technically feasible, ergonomically viable, have fueling infrastructure in place, and meet the organizational need.
2. The City shall make every effort to procure and use ZEVs while considering the vehicle's life-cycle costs and the ability to support City operations and services.

3. When ZEVs are not an option, the City will make every effort to obtain vehicles that are the most fuel-efficient and emit the lowest pollutants possible as measured by available emissions certification standards and those published by the manufacturers.
4. Departments shall develop a plan to replace vehicles with those that are zero to low emissions and are the most energy/fuel-efficient.
 - a. The plan shall prioritize vehicle replacement according to the life cycle cost, outline the process by which the City will replace vehicles, and set goals for when the existing fleet will be replaced.
 - b. To ensure vehicle purchases or leases align with this policy, proposed vehicle purchases or leases will be prioritized as follows based on the degree of emissions reductions:
 - i. Tier I – Zero emission vehicle
 - ii. Tier II – Alternative fueled internal combustion engine
 - iii. Tier III – Hybrid internal combustion engine
 - iv. Tier IV – Conventional internal combustion engine – gasoline
 - v. Tier V – Conventional internal combustion engine – diesel
 - c. The plan will be reviewed and revised, if necessary, on an annual basis.
5. Departments will also review utilization reports to identify underutilized vehicles for possible removal from the fleet.

D. EXCEPTIONS

Exceptions from this policy may qualify under any one of the following circumstances:

1. There is no model of vehicle available that will comply with the requirements of this policy, while still meeting the specifications for its intended purpose.
2. A department demonstrates that the use of a vehicle that complies with the requirements of this policy would significantly disrupt operations or reduce service levels.
3. The requirement of this policy would conflict with any of the City's contractual agreements or where deviation is required by the City's procurement rules or otherwise required by local, state, or federal law.

Any department requesting an alternative must provide justification from its respective Director and be approved by the City Manager. If approved, the requesting department shall procure the model of vehicle that will meet the required service specifications and has the highest fuel efficiency and lowest available emissions ratings available.

E. CHARGING INFRASTRUCTURE FOR ELECTRIC VEHICLES

The City will create a plan to develop the electric vehicle charging infrastructure needed to support the fleet. The City intends to evaluate charging requirements, identify potential locations to create a

strategic network of stations to meet operational needs, and collaborate with partners to develop approaches for deployment.

This policy will be revisited annually and updated as technology evolves.