



STAFF REPORT

AGENDA NO: 9h

MEETING DATE: December 15, 2025

To: Honorable Mayor and City Council

Date: Monday, December 15, 2025

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Michael Heathcote, Deputy Director of Public Works Operations –
(650) 558-7670**

**Subject: Adoption of a Resolution Approving the Procurement of One Vehicle for the
City's Fleet System as Part of the FY 2025-26 Vehicle Replacement Program
in the Amount of \$126,839.96**

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving the procurement of one vehicle for the City's fleet inventory for a total price of \$126,839.96.

BACKGROUND

The Fleet Division of the Public Works Department is responsible for vehicle maintenance services of the City's fleet and for managing the Vehicle Replacement Program in a sustainable and effective manner to ensure the City's fleet is in good operating condition.

As part of the City's Climate Action Plan to lower greenhouse gases, staff applied to participate in the Public EV Fleet Program offered by Peninsula Clean Energy (PCE). Through this program, PCE conducted a comprehensive analysis of available electric vehicles to identify suitable replacements for Burlingame's existing fleet of traditional gas-powered vehicles.

Additionally, under the California Air Resource Board's (CARB) recently adopted Advanced Clean Fleet rule, local government fleets were required to begin transitioning to Zero-Emission Vehicles (ZEV) in 2024. As of this year, at least 50% of all new or replacement vehicle purchases with a Gross Vehicle Weight Rating greater than 8,500 pounds must be ZEV. In 2027 this goes up to 100%. The vehicle included in this procurement is a ZEV and will satisfy the requirements.

DISCUSSION

The vehicle being replaced (7495) is a Ford F-350 utilized by the Public Works Water Division for the purposes of water meter maintenance, inspections, repair, and replacements. Staff solicited a bid to replace this vehicle through a Sourcewell Cooperative Purchasing Contract (Contract No. 091521-NAF) in accordance with the City's procurement policy.

Below is a summary of the vehicle being purchased:

- **One 2024 Mullens Three Chassis with a custom service body:** The Mullens Three is a ZEV customized with multiple toolboxes and an electric over hydraulic lift gate to assist staff loading and unloading equipment. This vehicle will replace a Ford F-350 with an internal combustion engine that is over 11 years old and has served its useful life.

Staff requests that the City Council approve the procurement of the above-mentioned vehicle for the total purchase amount of \$126,839.96.

FISCAL IMPACT

The City Council has previously approved funding for the replacement of the identified vehicle and equipment as part of the FY 2025-26 Budget. There are adequate funds available in the Public Works Department Fleet Division's budget to cover these costs.

Exhibits:

- Resolution
- Bid Proposal
- Sourcewell Contract No. 091521-NAF
- Sourcewell Contract Extension No. 091521-NAF