



# AGENDA REPORT

## CITY OF SAN CLEMENTE

### City Council Meeting

910 Calle Negocio  
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San Clemente, California  
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**Meeting Date:** 2/21/2023

Agenda Item: 6J

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**Department:** Finance and Administrative Services  
**Prepared By** Jake Rahn, Financial Services Officer

**Subject:**  
**PURCHASE OF POLICE SERVICES FLEET VEHICLE TO REPLACE FLEET VEHICLE NUMBERS 2010 & 2072**

**Fiscal Impact:**

The cost to purchase the Police Services Fleet Replacement Van is \$59,725, \$47,120 of which is available in the Fleet Reserve Fund and \$12,605 is requested to be appropriated from the Fleet Replacement Fund.

**Summary:**

Staff is recommending City Council approve the purchase of a 2024 Chevrolet Express Van to replace two Police Services Fleet Vehicles that have exceeded their expected service life and, more importantly, fail to perform certain essential functions, and approve a supplemental appropriation of \$12,605 to complete the purchase.

**Background:**

City vehicles are assigned a useful life between 7 to 15 years based on industry standards and historical information collected by the Fleet Maintenance operations group (Fleet). During the service life, Fleet assesses mileage, age, and overall mechanical condition. Each vehicle is assigned a replacement amount determined by purchase price, expected useful life, and inflation. These funds accumulate in the Fleet Replacement Reserve account and are appropriated into the Fleet Automotive Equipment Account annually. Funds for replacement vehicles are budgeted during the annual budget process. If a replacement determination is made, the acquisition of a new vehicle is funded from the Fleet Replacement Reserve.

More important than the age of the vans is their capacity and condition fall short of possessing operable features upon which OCSD relies when using them. Specifically, the cargo areas of the vans are inadequate for hauling larger items such as tables, chairs, storage boxes and other items that need to be transported, and one of the van's rear doors is inoperable and can't be utilized to access the cargo area.

**Discussion:**

Police Services has two six passenger vans used by the crime prevention specialist team for hauling equipment to/from neighborhood watch events and other community outreach events. The vans are also used for staff transportation to and from numerous city planned events and unplanned incidents such as protests, civil unrest, etc. The cargo areas of the vans are inadequate for hauling larger items such as tables, chairs, storage boxes and other items that need to be transported, and one of the van's rear doors is inoperable and cannot be utilized to access the cargo area. One van was

purchased in 2003, the other in 2005. Police Services evaluated the mechanical condition and operational capacity of both vans, and determined to replace the two vans with one larger 15 passenger van. A larger 15 passenger van (with rear row removed) allows more cargo to be transported, and more efficient troop transportation. The new passenger van will provide current safety features, improve deployment logistics, have towing capability, vehicle reliability, and include a factory warranty.

Staff solicited for the replacement van on Planet Bids and received one quote from Winner Chevrolet for \$59,725.

Staff is requesting City Council to approve the purchase of the larger 15 passenger van at this time instead of next fiscal year due to the age, condition, and operational limitations of the current vans. The new van will be utilized at city planned events and community outreach events, such as, "Coffee with a Cop" that take place during this fiscal year. In addition, the crime prevention specialist will utilize the new van while promoting the Neighborhood Watch Program.

***Recommended Actions:***

**Staff Recommendation**

Staff Recommends that the City Council:

1. Approve the purchase of a 2024 Chevrolet Express van from Winner Chevrolet from the Fleet Replacement Reserve for replacement of Fleet vehicle numbers 2010 & 2072.
2. Authorize a supplemental appropriation in the amount of \$12,605 to the Fleet Automotive Equipment Account #065-824-45600 from the Fleet Replacement Fund balance.

***Attachment:***

None.

***Notification:***

None.