



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 25-1122

Agenda Date: 12/17/2025

Agenda #: 5.

DATE: December 17, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

TITLE: APPROVAL OF PURCHASE ORDER FOR AN E-TRANSIT VAN FOR THE PARKS & RECREATION DEPARTMENT

RECOMMENDATION

Staff recommends that the City Council approve a purchase order for Olathe Ford, in the amount of \$111,298, for the purchase of one 12-Passenger E-Transit van for the Parks & Recreation Department; and, authorize the Financial Services Director, or designee, to execute the purchase order upon receipt of all supporting documents.

BACKGROUND AND ANALYSIS

Each budget cycle, vehicles that meet their planned service life in years and/or miles, are planned for replacement. Prior to purchasing a replacement vehicle, the Fleet Division and the department using the vehicle(s) determines if the current vehicle type and usage needs is the same, if there is less expensive alternative, if there is a greener alternative, and if the current vehicle has any useful life to become a Fleet loaner vehicle.

The Parks & Recreation Department is retiring R12, a 2015 Ford Transit 12-Passenger Van, due to age and California Air Resources Board (CARB) mandates for Advanced Clean Fleet (ACF) compliance. Replacement funds collected from Parks & Recreation on vehicles R1 and R2 will supplement the funding in addition to the replacement collected on R12. Vehicles R1 and R2 will remain in service, and replacement contributions will continue to accrue until Fleet determines the most appropriate course of action regarding downsizing. R12 will be replaced with a fully electric Ford E-Transit 12-Passenger Van that will better serve the community while significantly reducing maintenance requirements, eliminating fuel costs, and removing tailpipe emissions. This upgrade also aligns with the State of California's mandate to transition municipal fleets into zero-emission vehicles by 2035.

Quotes have been obtained for this vehicle, and the purchase meets the requirements of City Code Chapter 28A. This vehicle is being purchased through Olathe Ford under a government co-op Sourcewell account and provides the best pricing and availability.

FISCAL IMPACT

The purchase order with Olathe Ford, in the amount of \$111,298 will be charged to the account listed in the table below.

Description	Amount	Account Number and Description	Available Balance
Olathe Ford	\$111,298	620609831.5705 Fleet Replacement	\$197,775

The Fleet Division will collect approximately \$200 a month from Parks & Recreation account for M&O and approximately \$1,383 a month for Replacement, for a total annual cost of \$18,996.

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

Purchases must be made according to the procedures set forth in Chapter 28A of the City Code.

Prepared by: Casey Van Der Linden, Fleet Manager
Reviewed by: Hamid Bahadori, Public Works Director
Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Staff Report
2. Attachment A
3. Exhibit A - Sourcewell quote from Olathe Ford