



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Award of a Professional Services Agreement for the Update of the Fleet Electrification Study

1. Motion authorizing the City Manager or his designee to execute a Professional Services Agreement with Center for Transportation and the Environment, in the amount of \$102,200, for the Update to the Glendale Fleet Electrification Study

COUNCIL ACTION

Item Type: Consent Calendar

Approved for January 30, 2024 **calendar**

EXECUTIVE SUMMARY

In September 2022, the consulting firm Center for Transportation and the Environment (CTE) completed the Fleet Electrification Study for the City of Glendale that provides the city with a roadmap to convert its fleet of 970 diverse vehicles and equipment to zero emission. In August 2023, new analysis was finalized and incorporated into the report based on input from the City Council including adopting fuel cell electric vehicles and financial analysis of a true 100% transition by 2040.

One recommendation of the study was that it be updated every two years to account for changes in operations and vehicle technology. However, per the direction of the City Council, the plan resulting from the study will be updated more frequently. The proposed plan update will focus on a market analysis update for zero emission vehicles, vehicle daily use pattern analysis to refine power need estimates and the required infrastructure to implement the plan, and compliance with the recent California Air Resources Board's Advanced Clean Fleet regulations. The proposed fee for the Professional Services Agreement (PSA) is \$102,200.

RECOMMENDATION

That the City Council authorize the City Manager or his designee to execute a PSA with CTE for the Update to the Glendale Fleet Electrification Study for \$102,200.

ANALYSIS

When the Fleet Electrification Study was completed in September 2022, it was a unique document that provided a detailed plan for transitioning a highly complex municipal fleet to zero emission. For the plan to remain effective, it needs to be regularly updated to account for changes in municipal operations as well as advances in zero emission vehicle technology and the availability of original equipment manufacturer vehicles. Further, after two years of plan implementation, staff has found other portions of the plan that warrant further analysis to be updated and improved.

Background

In September 2021, the city entered into a PSA with CTE for the development of a Fleet Electrification Study. In June 2022, CTE toured City of Glendale's primary sites where vehicles are stored and deployed. After the site visit, data analysis, and meeting with staff, the draft Fleet Electrification Study was presented to the City Council in September 2022, and in August 2023, the final report was accepted by the city.

Due to the duration of the original study, the services extended into the current fiscal year and the cumulative amount of the original PSA and proposed PSA exceed the \$150,000 annual limit. Therefore, City Council authorization is required for the new PSA.

The proposed update to the Fleet Electrification Study will encompass the entire plan with special emphasis on the following areas:

Market Analysis Update

CTE will conduct a market survey for commercial availability of each type of vehicle in the fleet. The work will be accomplished through research as well as direct contact with selected manufacturers or dealers as needed. CTE will pay extra attention to specific classes of vehicles that are challenging to transition, such as compact pickup trucks and fire engines.

Duty-Cycle Assessment by Site and Vehicle Type

The original study used annual mileage and hours to determine power needs. To refine this estimate, CTE will work closely with city staff to review the use of each type of vehicle at each location to determine a realistic use pattern. This will include an assessment of the power needs at each site based on the active units on a given day.

Infrastructure Assessment Update by Site

The electric vehicle (EV) charger needs assessment will be adjusted based on the duty-cycle assessment by site and vehicle type.

Regulatory Reporting

CTE will review the California Air Resources Board’s Advanced Clean Fleet regulations to ensure the transition plan complies with and addresses the options for municipalities.

In addition to the emphasis areas listed above, the proposed PSA also includes \$20,000 for on-call technical support for plan implementation such as grant writing for EV vehicles and infrastructure. Following their analysis, CTE will submit a final updated report to the city and the results of this analysis will be presented to the Glendale City Council.

Fleet Electrification Implementation Update

Staff continues to aggressively seek out EV replacement vehicles in compliance with the study. The table below illustrates the status of the EV procurement plan after 1.5 years:

Fiscal Year	EVs Planned	EVs Budgeted	EVs Ordered
2023	8	10	10
2024	20	31*	11
2025	35		
2026	36		
2027	24		
2028	34		
2029	54		
2030	98		
2031	133		

*Originally 31 were budgeted for EV; however, only 20 are being pursued due to a lack of OEM vehicles in the compact pickup vehicle class. 9 more EVs need to be ordered before the end of FY 2023-24.

The primary challenges that staff experienced with implementation of the plan is EV availability. Early request for quotations for EVs were not generating bids from vendors and it appears private companies were being favored over public agencies for some vehicle classes. Additionally, EV options are still not yet widely available to public agencies for some common vehicle classes such as compact pickup trucks. EV options for many heavy duty or specialty vehicles are still in pilot or demonstration phases. Despite these constraints, Glendale has made some significant recent strides transitioning to a zero-emission fleet. In addition to procuring numerous light-duty EVs, the city’s first EV mini-sweeper is expected to be delivered in May 2023. Full-size EV sweepers are now available and will be included in the FY 2024-25 annual budget request.

The project is underway to install eight level-two chargers at various facilities for city use only. At this time, three have been installed and are already in use. Prior to this project, the city fleet was primarily being charged with the OEM level one chargers. Additionally, 72 GWP public chargers are also available for city use. Currently, the city still lacks the

EV charging infrastructure to support wholesale transition for many vehicles classes. GWP upgrades to the Acacia Substation and other facilities are still needed to support full fleet electrification.

In October 2023, staff submitted a California Air Resources Board grant application to electrify a standard Public Works crew with assistance from CTE. The announcement from CARB on grant awardees is imminent. Staff will continue to pursue grants and alternative funding sources to implement the plan. Public Works staff will prepare a budget submittal for FY 2024-25 with vehicle and EV charger appropriations consistent with the plan. Lastly, Public Works will work with GWP to help them further plan for the needed electrical system infrastructure upgrades.

STAKEHOLDERS/OUTREACH

As the EV vehicles and chargers that make up the Fleet Electrification Study are not for public use, no outreach is planned. However, if the California Air Resources Board grant is successful, the Public Works Department will schedule a public demonstration of this new equipment as required by the grant.

FISCAL IMPACT

The Fleet Electrification Study will cost \$102,200. The Public Works Department can absorb this cost and therefore no new appropriation is being requested at this time. The funding is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$102,200	43110-6010-PWD-7509-P0000	Fleet Maintenance Fund

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is considered ministerial activity and therefore, not subject to CEQA review.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report are attached in Exhibit #1, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES TO STAFF RECOMMENDATION

1. Do not authorize a new Professional Services Agreement with Center for Transportation and the Environment to update of the Fleet Electrification Study which will require staff to implement an outdated plan.
2. The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Daniel Hernandez, Interim Director of Public Works

Prepared by:

Shea Eccleston-Banwer, Senior Public Works Manager

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1 – Campaign Finance Disclosure.

MOTION

Moved by Council Member _____, seconded
by Council Member _____, that the City Manager, or a
designee, is authorized to execute a professional services agreement, subject to
approval by the City Attorney, for the Update to the Glendale Fleet Electrification
Study, with Center for Transportation and the Environment, for an amount not-to-
exceed \$102,200.

Votes as follows:

Ayes:

Noes:

Absent:

Abstain:

City Clerk