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9/27/21/law/jm

CITY OF
LINCOLN
NEBRASKA
MAYOR LEIRION GAYLOR BAIRD

EXECUTIVE
ORDER

95926

NO. _____

BY VIRTUE OF THE AUTHORITY VESTED IN ME by the Charter of the City of
Lincoln, Nebraska:

I hereby accept and approve on behalf of the City the attached Administrative
Regulation No. 46 to establish a policy for Decarbonized Fleet and Equipment in
accordance with the Lincoln Climate Action Plan.

The City Clerk is directed to return an executed copy of this Executive Order and
copy of the executed Administrative Regulation No. 46 to Miki Esposito in the Mayor's
Office for transmittal and distribution to the City department directors.

Dated this 28 day of September 2021.


Leirion Gaylor Baird, Mayor

Approved as to Form & Legality:


City Law Department

FILED

SEP 28 2021

CITY CLERK'S OFFICE

ADMINISTRATIVE REGULATION

City of Lincoln

SUBJECT: Decarbonized Fleet and Equipment	EFFECTIVE DATE: September __, 2021	A.R. NO. 46
APPLIES TO: All Departments	SUPERSEDES:	Page 1 of 2

1. **Purpose.** To decarbonize the city fleet by transitioning to vehicles and equipment powered by electricity, renewable natural gas, biofuel, low carbon renewable fuel, or other source of alternative fuel during the acquisition of vehicles and equipment. Preference is given to the rapid electrification of the municipal fleet.
2. **Scope.** This policy applies to all City departments involved in the procurement of vehicles and equipment. Vehicles and equipment are all classes of assets used in the delivery of municipal services to citizens and include both on-road and off-road motorized assets.
3. **General.** Transportation is the largest and fastest-growing source of U.S. greenhouse gas emissions. The Lincoln Climate Action Plan promotes a decarbonized and efficient transportation system and sets a goal to convert the City fleet to 100% electric, renewable, or alternative fuels by 2040. The use of renewable energy resources in the City’s fleet decreases reliance on fossil fuels, cuts petroleum use, reduces greenhouse gas emissions, improves energy security and resiliency, and promotes local sources of fuel. The City recognizes that technology must be available to support the goal and that re-evaluating some aspects of city operations shall be necessary to obtain the goals outlined in the Lincoln Climate Action Plan.
4. **Policy and Procedures.** When procuring vehicles or equipment for city operations, all departments must investigate and procure decarbonized options where feasible. Preference is given to electric vehicles and equipment. A Vehicle / Equipment Purchase Request Form must be completed by the procuring department and include a justification when a decarbonized or low carbon option is not selected. Departments shall also utilize shared pool vehicles, reduce the size of vehicles when possible, and shall make a commitment to efficiently operate city vehicles and equipment in a manner that will reduce fuel usage.
5. **Regular Review of Fleet Policies and Use.** Each fiscal year, departments will work with fleet personnel to submit a summary of replacement and new vehicles and equipment added to the fleet for mayoral review. The summary will outline specific vehicles and equipment purchased as well as provide a comparison between surplus assets and new replacements. It will also include the total percentage of sustainable assets by class as well as an explanation for why a low carbon technology option was or was not chosen.


ADMINISTRATIVE REGULATION

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6. **Effective Date.**

The foregoing Administrative Regulation No. 46 is hereby approved and effective as of this ____ day of _____, 2021.


Leirion Gaylor Baird, Mayor