BOZEMAN MT

# Memorandum

**REPORT TO:** City Commission

**FROM:** Natalie Meyer, Sustainability Program Manager
Max Ziegler, Facilities Assistant Superintendent
Sam Bearzi, Fleet Manager
Jon Henderson, Assistant City Manager

**SUBJECT:** Authorize the City Manager to Sign a Sales Order with Ford Pro for the Purchase of Electric Vehicle Level 2 Charging Stations, Software, and Maintenance Agreement for the Bozeman Public Safety Center

**MEETING DATE:** September 23, 2025

**AGENDA ITEM TYPE:** Agreement - Vendor/Contract

**RECOMMENDATION:** Authorize the City Manager to Sign a Sales Order with Ford Pro for the Purchase of Electric Vehicle Level 2 Charging Stations, Software, and Maintenance Agreement for the Bozeman Public Safety Center

**STRATEGIC PLAN:** 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

**BACKGROUND:** The Bozeman Public Safety Center (BPSC) Electric Vehicle (EV) charging station sales order provides equipment and software to serve the City's growing EV fleet. The charging stations will primarily serve the Police Department, Fire Department, Neighborhood Services, and Facilities Services. The Ford Pro EV charging sales order includes (6) Level 2, 11.5 kW charging stations and (1) Level 2, 19.2 kW charging station, equipment, onboarding services, a 5-year software agreement, and a 5-year extended service plan. Pricing includes (3) complimentary charging stations for recent Ford Lightning vehicle purchases.

The Bozeman Public Safety Center was designed and constructed with electric service capacity and conduit to accommodate future EV charging stations to save on installation costs. The Level 2 stations will primarily serve as depot stations for fleet vehicles charging between shifts or overnight. The 11.5 kW stations will provide a 15% to 100% charge for fleet standard range vehicles (98 kWh) in approximately 10 hours, and the 19.2 kW station will provide a 15% to 100% charge for extended range fleet vehicles (131 kWh) in approximately 8 hours. Over time, Level 2 depot charging preserves the life of the battery. The charging stations will be equipped with software for managed charging, data reports, and battery preconditioning to optimize driving range during the winter.

The Ford Pro charging stations are compatible with any electric vehicle with the same connector (SAE J1772). Should the City purchase vehicles with another connector type, the connectors can be replaced as appropriate. The charging station installations support the City of Bozeman in the transition to light-duty fleet electric vehicles, resulting in reduced operating costs, greenhouse gas emissions, and improved local air quality.

The purchase complies with the State of Montana and the City's purchasing policy under an approved cooperative purchasing agreement. Multiple quotes were also compiled to ensure competitive pricing and services. By authorizing the City Manager to sign the sales order, the City agrees to the hardware and software terms and conditions.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the City Commission.

**FISCAL EFFECTS:** This sales order will incur a fixed cost of $31,645.65 to be paid by the Sustainability Division CIP project GF353 - EV Stations in FY26. Sufficient funding is available for the sales order and the additional electrical permitting and installation. Upon project completion, the City will file for the Alternative Fuel Vehicle Refueling Property Credit (30C) that is available to tax-exempt organizations through June 30, 2026.

Attachments:
FordPro_BPSC_Sales Order.pdf

Report compiled on: September 11, 2025