



Report to City Council

TO: Mayor and City Council

FROM: Sarah Mack, Chief of Police

AGENDA DATE: May 6, 2025

TITLE: APPROVE AN INCREASE TO BMW MOTORCYCLES OF RIVERSIDE ANNUAL PURCHASE ORDER FOR FY 2024/25 AND AUTHORIZE PURCHASE ORDERS FOR FY 2025/26 AND FY 2026/27 (REPORT OF: POLICE) (NOT APPLICABLE)

TITLE SUMMARY: Approve an increase to BMW Motorcycles of Riverside Annual Purchase order for FY 2024/25 and authorize Purchase Orders for FY 2025/26 and FY 2026/27

DISTRICT: Not Applicable

Recommendation(s)

1. Authorize a change order to increase Blanket Purchase Order #2025-286 to BMW Motorcycles of Riverside from \$75,000 to \$ 90,000 for FY 2024/25 maintenance and repairs for FY 2024/25 year- end expenses.
2. Authorize a purchase order to BMW Motorcycles of Riverside for \$90,000 per year, for FY 2025/26 and FY 2026/27 in accordance with the adopted budget, respectively. These purchase orders will cover the costs associated with maintenance and repairs of the Traffic Division motorcycle fleet.
3. Authorize the City Manager, or designee, to approve increases to blanket purchase orders for FY 2025/26 and FY 2026/27 for unforeseen costs and in accordance with the proposed budget, respectively.

SUMMARY

This report provides a recommendation to approve an increase to Purchase Order (PO) #2025- 286, for BMW Motorcycles of Riverside from \$75,000 to \$90,000 in anticipation of maintenance and repair expenses through the remainder of FY 2024/25. Staff also requests approval to execute blanket purchase orders in the amount of \$90,000 per year for FY 2025/26 and FY 2026/27. Budget for the purchase orders will be included in the FY 2025/26-2026/27 Proposed Budget.

This vendor provides routine maintenance and repairs to the fleet of police motorcycles operated by the Traffic Division in the Moreno Valley Police Department. This vendor also provides repairs to the motorcycles when unforeseen damage occurs.

DISCUSSION

The Moreno Valley Police Department creates an annual blanket purchase order for maintenance and repairs needed to properly maintain the fleet of motorcycles operated by the Police Department Traffic Division. When PO #2025-286 was initially created, the two-year annual average of previous fiscal years for repair costs was approximately \$68,000. However, factors such as deferred maintenance in FY 2024 and vacancies over the last three (3) years in the Traffic Division contributed to the reduced expenditures.

In 2022, the City Council approved adding three (3) additional motor deputies increasing the motor team from nine (9) deputies to twelve (12) plus the motor sergeant. As a result of retirements and personnel movement, the team maintained some vacancies through the fiscal year (FY 2024/25) which continued the lower maintenance costs. This FY 2024/25, the Police Department is operating with eleven (11) of the twelve (12) motor deputies. Notwithstanding any unforeseen circumstances, the Department expects to fill the final vacancy in FY 2025/26. With all vacancies filled, maintenance and repair expenditures will increase.

As of March 2025, motorcycle repair costs have totaled approximately \$75,000. This amount includes regular motorcycle repair and maintenance expenses at approximately \$5,000 per month, as well as approximately \$17,000 in accident-related repair costs. The Traffic team, unfortunately, experienced two collisions this fiscal year.

The Police Department solely uses BMW Motorcycles of Riverside to maintain the terms of the warranty given when the motorcycles are purchased.

ALTERNATIVES

1. Approve the increase to Purchase Order #2025-286 to \$90,000 to cover estimated costs associated with maintenance and repairs to the motorcycle fleet. And approve the execution of blanket purchase orders for FY 2025/26 and FY 2026/27 for \$90,000. Budget for the purchase orders will be included in the FY 2025/26-2026/27 Proposed Budget. *Staff recommends this alternative.*
2. Do not approve the increase to Purchase Order #2025-286 to \$90,000 to cover

estimated costs associated with maintenance and repairs to the motorcycle fleet. And do not approve the execution of blanket purchase orders for FY 2025/26 and FY 2026/27 for \$90,000. *Staff does not recommend this alternative.*

FISCAL IMPACT

The Moreno Valley Police Department will absorb these costs into the adopted FY 2024/25 budget allocations and, Budget for the purchase orders will be included in the FY 2025/26 and FY 2026/27 Proposed Budget.

PREPARATION OF STAFF REPORT

Prepared By:
Shanna Palau
Public Safety Contracts Administrator

Department Head Approval:
Sarah Mack
Chief of Police

Concurred By:
Steve Broche
Lieutenant

CITY COUNCIL GOALS

Public Safety. Provide a safe and secure environment for people and property in the community, control the number and severity of fire and hazardous material incidents, and provide protection for citizens who live, work and visit the City of Moreno Valley.

CITY COUNCIL STRATEGIC PRIORITIES

1. **Economic Development**
2. **Public Safety**
3. **Library**
4. **Infrastructure**
5. **Beautification, Community Engagement, and Quality of Life**
6. **Youth Programs**

Report Approval Details

Document Title:	STAFFREPORT_PD_BMWMOTORCYCLEREPAIRS.docx
Attachments:	
Final Approval Date:	Apr 29, 2025

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Sarah Mack was completed by assistant Shanna Palau

Sarah Mack

Natalia Lopez

Dena Heald

Launa Jimenez

Brian Mohan

Patty Rodriguez