

## FY26 Requisition for Leased Vehicle - Law Enforcement

Departments are required to prioritize fuel-efficient vehicles to support cost savings, and Minnesota Statutes, section 16C.137 and Executive Order 19-27 directed fuel reduction goals. This also supports the state's broader goals to reduce fossil fuel consumption and the resulting greenhouse gas emissions. Section 16C.135, subd. 3 requires agencies prioritize vehicle purchases in this preference order: 1) electric vehicle 2) hybrid electric vehicle 3) cleaner fuel vehicle; 4) vehicle powered by gasoline or diesel. Deviations must be approved by the Department's Commissioner and can occur only if the vehicle type is incapable of carrying out the purpose or the total life-cycle cost of ownership is greater than ten percent than the next type of vehicle in the preference order.

**Organization / Agency:**

**Department #:**

**Fleet Administrator**

Name:

Phone Number:

Address:

City:

State:

Zip:

Email:

**Type of Vehicle Order:**

New/ Additional

Replacement *Vehicle # Being Replaced*

**Vehicle Requested:**

**Primary Use:**

☐ Marked Squad

☐ Unmarked Squad

☐ K-9 Unit

**Special Equipment or Options Request** *(There may be an additional cost if not included on contract i.e. color choice\*, accessibility ramps, security partitions, tow and plow packages, etc.):*

**License Plates:**

Standard "Police"

Standard "Sheriff"

Unmarked \*

None *(supplied by agency)*

Blackout "Police"

Blackout "Sheriff"

**Vehicle Decals:**

Installation by Vendor before pickup (and returned to Fleet)

No decals

Vendor pickup for install (picking up from Vendor)

Customer Installing after delivery

## FY26 Requisition for Leased Vehicle - Law Enforcement (con't)

<b>Lease Term:</b>	<b>Estimated Yearly Mileage:</b>
<b>Driver Information</b>	
Various Drivers	Driver Name (if assigned):
Address:	Phone Number:
City :	State: Zip:
Email:	
<b>Vehicle Overnight Parking Location:</b>	
Address:	
City :	
State: Zip:	
<b>Additional Billing Information (Optional)</b>	<b>Invoice/Program/Order #:</b>
<b>Unit Level 1:</b>	<b>Unit Level 2: Unit Level 3:</b>
<p style="color: red;"><b><i>Customer agrees vehicle lease rates will begin at the time vehicle is picked up <u>or</u> 10 days from receipt of notification the new vehicle is ready for pickup, whichever comes first.</i></b></p> <p><b>Signature of Fleet Administrator:</b>_____ <b>Date:</b>_____</p> <p><b>Signature of Authorized Signer:</b>_____ <b>Date:</b>_____</p> <p><b>Signature of Agency Commissioner:</b>_____ <b>Date:</b>_____</p> <p><i>(Commissioner signature required for vehicles not meeting the Green Fleet Choice.)</i></p>	

**FLEET SERVICES USE ONLY:**

<b>Unit #:</b>	PO #:	<input type="checkbox"/> <b>UPFIT NEEDED</b> <input type="checkbox"/> ML Draw <input type="checkbox"/> 5100 Fund	<input type="checkbox"/> Political Sub <input type="checkbox"/> No Transit Tax	<input type="checkbox"/> No Telematics <input type="checkbox"/> No Fuel Card
Class 5:	ML Term:	Tech Spec:	Profile:	
<b>Request #:</b>	<b>Plate #:</b>	<b>PM Code:</b>	<b>Pick Up Date/ Mileage:</b>	