

Agenda Report

June 19, 2017

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Police Department

SUBJECT: CONTRACT AWARD TO ENTERPRISE FLEET MANAGEMENT, INC. FOR MASTER EQUITY LEASE FOR THE LEASING OF FLEET VEHICLES FOR A NOT-TO-EXCEED AMOUNT OF \$107,624

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3), the general rule that CEQA only applies to projects with the potential for causing a significant effect on the environment; and
2. Authorize the City Manager to enter into a contract with Enterprise Fleet Management, Inc. for two years in an amount not to exceed \$107,624, to include a 2% increase for CPI detailed in the Master Contract Agreement. Competitive Bidding is not required pursuant to City Charter Section 1002(H) contracts with other governmental entities or their contractors for labor, materials, supplies or services.
3. It is further recommended that the City Council grant the proposed contract an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

In 2013, the Pasadena Police Department identified Enterprise Fleet Management Company as a professional provider for a vehicle-leasing program for its undercover police vehicle fleet. The Pasadena Police Department opened purchase orders each fiscal year with Enterprise Fleet Services that aligned with the contract terms of the Judicial Council of California. These leases have minimized vehicle maintenance costs, allowed for increased inventory, and allowed for the acquisition of a variety of vehicles which is crucial for undercover operations. Without access to a variety of unmarked

vehicles, investigations into criminal activity could be compromised and impeded by the lack of necessary equipment needed by surveillance teams. Currently, the City of Corona, California participates in the Interlocal Purchasing System (TIPS) contract for Fleet Leasing and Management services which were procured through a competitive selection process and price was thirty percent of the evaluated criteria. This contract is available for use by government and state agencies and any county, city, district or other governmental bodies or corporations empowered to expend public funds. Vehicles provided by the vendor are replacing old vehicles and will be serviced on existing preventative maintenance scheduling already in place with the PD fleet. Based on its favorable terms, staff recommends utilizing this agreement to meet the needs of the Police Department.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the following goal of the Strategic Plan: ensure public safety and maintain fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:

The action is categorically exempt from CEQA pursuant to State CEQA Section 15061 (b) (3), the General Rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. It can be seen with certainty that the action here, rental of existing vehicles, does not have such potential.

FISCAL IMPACT:

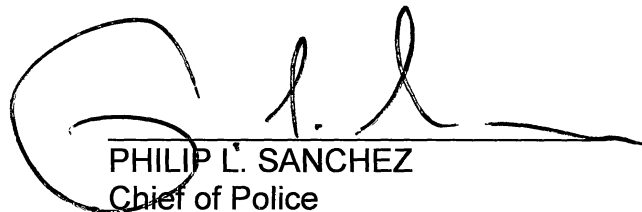
The total cost of this action for two years is \$107,624. Funding for this action will be addressed by the utilization of existing budgeted appropriations in accounts 10132013-811400 and 20732005-811400. It is anticipated that \$53,812 of the cost will be spent during the next fiscal year. The remainder of the costs will be spent over fiscal year 2019. There are no additional indirect or support costs such as maintenance and IT support anticipated.

The following table presents a summary of the sources of funds that will be used:

General Fund	\$53,812
Asset Forfeiture	\$53,812
Total Sources	\$107,624

The anticipated impact to other operational programs or capital projects as a result of this action will be none.


Respectfully submitted,



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Police Department

Concurred by:

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STEVE MERMELL
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