



# Agenda Report

July 21, 2025

**TO:** Honorable Mayor and City Council

**FROM:** Police Department

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH AIRWAVE COMMUNICATIONS ENTERPRISES, FOR POLICE VEHICLE UPFITTING, IN AN AMOUNT NOT TO EXCEED THE GRAND TOTAL OF \$750,000 FOR THREE YEARS, WHICHEVER OCCURS FIRST**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3); the "Common Sense" exemption that CEQA only applies to projects that may have an effect on the environment; and
2. Authorize the City Manager to enter into a contract as a result of the competitive bid process with Airwave Communications Enterprises in an amount not to exceed the grand total of \$750,000 for three years, whichever occurs first.

## **BACKGROUND:**

The Police Department requires emergency vehicles to be equipped with emergency equipment in accordance with California Code of Regulations. Title 13, § 818. This code specifies that emergency vehicles will be equipped with steady, forward-facing red lights and may have additional blue and amber warning lights for emergency operations and visibility to other drivers. Additionally, police vehicles need specialized equipment to include prisoner partitions, secure storage for firearms, other police equipment, as well as window protectors and push bumpers to conduct normal police operations and ensure the safety of both officers and the public. Fitting this aftermarket equipment to vehicles is completed by a qualified upfitter.

On May 29, 2025, the City released an Invitation for Bids (RFB) for Police Vehicle Upfitting marked and unmarked. The RFB was posted on OPENGOV, the City's online procurement hub and requested pricing for upfitting an initial group of five vehicles. The RFB was downloaded by 5 companies. Four companies submitted bids by the due date of June 20, 2025. The bids were then evaluated for the lowest responsive and responsible bidder.

The following table details the cost for each vendor's services. Bidders were asked for pricing for the previously mentioned services and given a quantity of 6 (six) vehicles expected each year that would require upfitting services.

**Table 1: Bid Tabulations**

Vendor	Location	Bid Amount/Annually
Airwave Communications Enterprises	Commerce, CA	\$145,200
Commline, Inc.	Gardena, CA	\$180,000
Derotic Emergency Equipment	El Dorado Hills, CA	\$217,597
LEHR Upfitters OpCo, LLC	Anaheim, CA	\$160,111

Airwave Communications Enterprises was the lowest priced responsive and responsible bidder.

Airwave Communications Enterprises has not completed any work for the City of Pasadena in the past. However, staff contacted Airwave Communications Enterprise's references and determined that the vendor had the relevant experience in this service space to complete the city's requested work. Additionally, the staff has conducted two meetings with the vendor to discuss the department's particular needs and the company has demonstrated the proficiency needed to complete the work.

Staff is recommending the City Council authorize the City Manager to enter into a contract with Airwave Communications Enterprises to provide police vehicle upfitting services, not to exceed \$750,000 or three years, whichever occurs first.

**COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's Strategic Plan Goals to ensure public safety and maintain fiscal responsibility and stability.

**ENVIRONMENTAL ANALYSIS:**

The proposed contract has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3), the "Common Sense" Exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Such is the case with the contract authorization for crime scene cleanup services.

**FISCAL IMPACT:**

The total cost of this action is an amount not to exceed \$750,000 for a three-year term. Funding for this action will be addressed by the utilization of existing and future budgeted appropriations in the Police Department's Operating Budget in the General Fund.

Respectfully submitted,



EUGENE HARRIS  
Chief of Police

Prepared by:



James Riehl  
Sergeant

Approved by:



MIGUEL MÁRQUEZ  
City Manager