

Agenda Report

June 16, 2025

TO: Honorable Mayor and City Council

FROM: Police Department

SUBJECT: AUTHORIZE THE CITY MANAGER TO AMEND PURCHASE ORDER 1250379 WITH ENTERPRISE FLEET MANAGEMENT (EFM) TO INCREASE THE CONTRACT AMOUNT BY \$200,000 THEREBY INCREASING THE GRAND TOTAL NOT-TO-EXCEED AMOUNT OF \$1,421,495 FOR THE LEASE OF TWENTY-FIVE (25) NON-ENFORCEMENT VEHICLES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b) (3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment.
2. Authorize the City Manager to amend purchase order 1250379 with EFM to increase the contract value by \$200,000, thereby increasing the grand total not-to-exceed amount of \$1,421,495 for the lease of twenty-five (25) non enforcement vehicles.

BACKGROUND:

The Pasadena Police Department (PPD) operates around the clock to respond to critical incidents and fulfill a wide range of service obligations. Some specialized units within the department require non-enforcement vehicles, those with minimal or no police markings or visible emergency lights, to carry out their functions effectively. These vehicles support operations such as administrative services, criminal investigations, administrative investigations, and other key operational management positions.

While these vehicles have traditionally been purchased, a cost analysis in 2020 revealed that leasing was more cost-effective for these types of vehicles. As a result, following a Request for Bid process, PPD transitioned to a lease model and identified twenty-five (25) non-enforcement vehicles to convert to the lease plan. In June 2021,

PPD began phasing out and salvaging the identified vehicles to be replaced with leased vehicles. To ensure readiness for emergency response, all leased vehicles were outfitted with lights and sirens installed in the rear window and front grill.

The initial term of the lease was three years, and the City had the option to extend the lease for two additional one-year terms for a maximum of five years. The City exercised the additional year options. The fifth year will end in December of 2025. The PPD will release a new Request for Bid to continue leasing non-enforcement vehicles in July 2025.

During the current lease term, the 25 non-enforcement leased vehicles were scheduled to be replaced in the 3rd quarter of Fiscal Year 2025. The incoming replacement vehicles were stored at the City Yards and then the police range, pending assignment of a local outfitter to complete a swap out of emergency equipment between the outgoing and incoming vehicles. While stored at the police range, there were delays with outfitter availability and local responses to the outfitter Request for Bid (RFB) process. In addition, unforeseen conditions occurred (Eaton Fire) resulting in loss and damage to the leased vehicles creating further obstacles. In February 2025, a new outfitting vendor was awarded, and they have been working through unanticipated product interruptions with the outgoing lease vehicles. As a result, the unexpected and unfortunate events have delayed the vehicle replacement schedule thereby resulting in continued lease of the outgoing vehicles on a month-to-month basis. As such, staff is seeking authorization to increase the non-enforcement leased vehicle purchase order contract by \$200,000 for a revised total not to exceed an amount of \$1,421,495 to cover the additional 6-month lease time of the outgoing vehicles through June 2025.

COUNCIL POLICY CONSIDERATION:

This agenda item supports the following City Council Strategic Planning Goals:

Maintain fiscal responsibility and stability: The EFM Agreement allows for several cost-efficient measures which are commensurate with our strategic priorities including:

- EFM will assist with cost analysis, vehicle selection, replacement recommendations for lowest cost of ownership, coordinate delivery and pick up of vehicles.

Ensure public safety: EFM is a qualified vendor with experience with fleet leasing and management for law enforcement.

ENVIRONMENTAL ANALYSIS:

The proposed action 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. The leasing of vehicles would have no adverse impact on the environment. The additional non-enforcement

that would meet the California emissions requirements and federal Corporate Average Fuel Economy (CAFE) standards. Such emissions would be negligible and well below air quality and GHG significance thresholds and the agreement would have the potential to reduce air quality and GHG emissions as the proposed action would lease these vehicles which have better fuel efficiency than the current non-enforcement vehicles they would replace. Further, this purchase complies with all South Coast Air Quality Management District rules and regulations for engine emissions and clean air standards in the South Coast basin as well as California Air Resources Board rules.

FISCAL IMPACT:

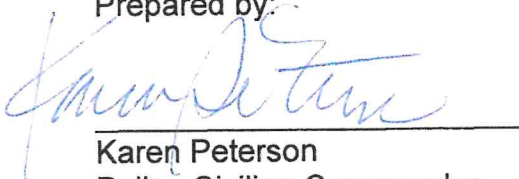
The total cost of this action is \$200,000 increasing the total purchase order contract to \$1,421,495. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Public Safety Augmentation Fund 202. There is no impact to the internal services as these leases include maintenance.

Respectfully submitted,



tol EUGENE HARRIS
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