

Agenda Report

June 16, 2025

TO: Honorable Mayor and City Council

FROM: Police Department

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR A 7-YEAR TERM TO LEASE UP TO 19 UNDERCOVER VEHICLES FOR A TOTAL NOT TO EXCEED \$1,400,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 21065 and within the meaning of Section 15378(b); and
2. Award contract to lowest and best bid dated May 5, 2025, submitted by Enterprise Fleet Management, Inc. (EFM) in response to the project plans and specifications for the lease of up to 19 undercover vehicles, authorize the City Manager to enter into a seven-year contract for an amount not-to-exceed \$1,400,000.

BACKGROUND:

The Pasadena Police Department includes two specialized sections, the Special Investigation Section (SIS) and the Street Crimes Unit (SCU), that require special equipment such as undercover vehicles (no police insignias) to complete their objectives.

The Special Investigation Section's primary focus is on mid-to-major level narcotic traffickers, distributors and money laundering organizations. These individuals sell quantities of drugs to others and regularly transport narcotics in vehicles across multiple jurisdictions. SIS officers monitor and surveil these narcotics traffickers, making it essential that they dress in plainclothes and drive undercover vehicles to ensure they are not identified as police officers.

The Street Crimes Unit (SCU) addresses career criminals, gang members, and other specialized problem locations, primarily within the City of Pasadena. These responsibilities oftentimes require that the officers be dressed in plainclothes and drive undercover vehicles in the performance of their duties.

Due to operational need, the Police Department leases undercover vehicles instead of purchasing them because the rotation of vehicles significantly decreases the chance that a particular vehicle will be identified as a law enforcement vehicle.

Following City purchasing guidelines, a Notice Inviting Bids was advertised in local media outlets and posted on Open Gov procurement for the leasing of the vehicles, maintenance and physical damage coverage. The bid was downloaded by 11 vendors, including none in Pasadena, and resulted in one submitted bid, as shown below.

BIDDER

AMOUNT

Enterprise Fleet Management, Inc.

Not to exceed \$1,400,000

The bid by EFM was responsive to the specifications and requirements listed. Staff reviewed prior contract pricing, adjusted for inflation and depending on the specific vehicles selected, and determined the pricing to be reasonable. EFM is a reputable vendor with experience serving the law enforcement and government markets. Additionally, EFM is accustomed to doing business with the City and currently has contracts leasing vehicles to several other departments in the City, including the Fire Department, Library, Public Health, and Public Works.

The vehicles requested in this contract will replace an existing purchase order (PO #1250381) with EFM, the first of which was approved by City Council in 2020.

The Police Department realizes that the City of Pasadena is striving towards green energy and prioritizes zero emission vehicles (ZEV). In this case, however, ZEV are impractical, and the plan is to lease primarily conventional gas-powered vehicles for SIS. The exception is the Street Crimes Unit, which operates primarily in the City of Pasadena, and for which hybrid vehicles will be considered. ZEV and plug-in hybrid vehicles are impractical for the following reasons.

- The Police Department does not have the infrastructure to charge ZEV and parking structure used by the Police Department is owned by the State of California, which constrains the City of Pasadena from adding electric vehicle chargers. Current City of Pasadena charging locations are also not secured, and the vehicles cannot be continually left in unsecured parking areas due to the equipment they carry.
- Additionally, if chargers were available at the police station, electric vehicles are impractical due to their range and charging requirements. It is common for the

SIS detectives to drive several hundred miles in a day, following a suspect through several counties until they reach their destination, then surveilling them for hours. Having to pull away from a surveillance operation to locate a charger for their electric vehicle and then wait for it to charge would remove that detective from the operation and have severe negative effects on the investigation. If multiple detectives had electric vehicles, this scenario would be even more frequent.

- SIS detectives at times find themselves in more rural areas where electric vehicles are not as common as they are in local urban settings. The electric vehicles would then stand out and draw unwanted attention.

COUNCIL POLICY CONSIDERATION:

Providing the Pasadena Police Department with leased vehicles to ensure the undercover detectives are properly equipped is consistent with the City Council's strategic planning goals of ensuring public safety and maintaining fiscal responsibility and stability.

ENVIRONMENTAL ANALYSIS:

CEQA excludes, from environmental review, actions that are not "projects" as defined by CEQA Guidelines Section 21065 and within the meaning of Section 15378(b). Sections 21065 and 15378(b) define a project as an action which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Section 15378 excludes from the definition of "project" continuing administrative or maintenance activities, such as purchases for supplies and services. The actions proposed herein, authorizing the City Manager to enter into a contract for the leasing of vehicles, is an administrative activity for the purchasing of supplies, and therefore is not a "project" as defined by CEQA. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:


The total cost of the seven-year contract is not to exceed \$1,400,000. Funding for the first-year contract costs will be addressed by the utilization of existing budget appropriations in the Asset Forfeiture Fund. Future contract costs will be budgeted as part of the department's annual operating budget. The use of asset forfeiture funds for leasing of undercover vehicles is in accordance with the established guidelines for law enforcement purposes that directly supplement the appropriated resources of the recipient law enforcement agency. There is no impact on the General Fund and there are no anticipated indirect or support costs.

Respectfully submitted,



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Pasadena Police Department

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Approved by:



MIGUEL MÁRQUEZ
City Manager