



Agenda Report

June 15, 2026

TO: Honorable Mayor and City Council

FROM: Police Department

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A ONE-YEAR CONTRACT FOR AN AMOUNT NOT TO EXCEED \$150,000 WITH UP TO FOUR ADDITIONAL ONE-YEAR TERMS FOR A TOTAL AMOUNT NOT TO EXCEED \$828,850 WITH DOOLEY ENTERPRISES, INC. FOR PURCHASE OF AMMUNITION FOR TRAINING AND DUTY

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project proposed herein is exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3), the "Common Sense" exemption that CEQA applies only to projects that may have an effect on the environment;
2. Authorize the City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002 (C) Contracts for labor, material, supplies or services available from only one vendor, with Dooley Enterprises Inc. for purchase of ammunition for up to five years in an amount not to exceed \$828,850; and
3. Grant the recommended contract an exemption from the Competitive Selection process pursuant to Pasadena Municipal Section 4.08.049 (b), contracts for which the City's best interest are served.

BACKGROUND:

The Police Department is required to provide regular firearms training and qualification opportunities for sworn personnel and maintain an adequate inventory of duty ammunition for Department-issued pistols, shotguns, and rifles. Annual training includes bi-monthly firearms qualifications for all sworn personnel, along with additional monthly training for specialized units. New recruits also receive extensive firearms training before, during, and after the police academy to ensure they meet Department standards and are prepared for field deployment. As a result, the Department must routinely purchase both training and duty ammunition to support operational readiness and officer safety.

The law enforcement ammunition market is primarily served by four major manufacturers: Winchester, Federal, Speer, and Hornady. Each manufacturer distributes its law enforcement ammunition products through designated authorized distributors, resulting in limited procurement channels for agencies seeking duty-grade ammunition.

Following a competitive bid process and an evaluation of operational performance, reliability, compatibility with Department-issued firearms, and long-term supply considerations, the Department selected Winchester ammunition as its standard duty and training platform in 2017. Since that time and following another competitive bid award in 2023 where Dooley Enterprises, Inc. was the only responsive bid; Winchester Ammunition has consistently met the Department's operational needs and has demonstrated reliable performance during training, qualification, and field deployment. Maintaining the established Winchester platform supports continuity, standardization, and officer familiarity while avoiding the costs and administrative burden associated with testing and transitioning to an alternative ammunition system.

Additionally, Dooley Enterprises serves as Winchester's only authorized regional law enforcement distributor in California and maintains a local inventory of ammunition, allowing direct pick up to avoid shipping costs. Since ammunition is stocked locally rather than ordered on demand, the Department benefits from immediate availability when operational or training needs arise, reducing potential delays associated with procurement and delivery.

An exemption to competitive bidding and competitive selection process is requested due to the specialized nature of the procurement. The Department has standardized Winchester duty and training ammunition based on demonstrated reliability, compatibility with Department-issued firearms, and nearly a decade of successful operational use. Procuring an alternative manufacturer's ammunition would require additional evaluation, testing, qualification, and implementation efforts without a demonstrated operational benefit.

The Police Department recommends that Dooley Enterprises, Inc., be awarded a contract for a one-year period in an amount not to exceed \$150,000 as they are a sole source vendor authorized by the manufacturer to distribute Winchester Ammunition to law enforcement in California. Due to fluctuations in availability of ammunition and the ability to secure ammunition at the quoted prices Dooley Enterprises Inc. is unable to enter a contract for longer than one year.

At the conclusion of the first contract year and prior to the commencement of any subsequent contract extension period, the contractor may request unit price increases which cannot exceed the rate of the Consumer Price Index (CPI) for the latest available preceding 12-month period. The total cost of this action is \$828,850 over five years subject to CPI. In the event a price increase exceeds the estimated annual CPI adjustment, the Police Department will manage the impact within the existing authorized contract amount for the remainder of the year. If the increase

creates a shortage that affects operational readiness, the Department will return to City Council to seek an increase to contract spending authority as necessary.

Contract Year	Annual Amount
Year 1	\$150,000
Year 2	\$157,500
Year 3	\$165,375
Year 4	\$173,645
Year 5	\$182,330
Total Not-to-Exceed Amount	\$828,850

COUNCIL POLICY CONSIDERATION:

Approval of this contract award addresses the City Council's goals of maintaining fiscal responsibility, stability and ensuring public safety.

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 that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

FISCAL IMPACT:

The total cost of this action is \$828,850 over five years subject to CPI. Funding for this action will be addressed by the utilization of existing and future budgeted appropriations in the Police Department's General Fund Operating Budget.

Respectfully submitted,



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Chief of Police

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Approved by:



MATTHEW E. HAWKESWORTH
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