

RESOLUTION NO. 110-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND,
CALIFORNIA, AUTHORIZING THE CITY MANAGER TO AWARD BIDS AND
EXECUTE CONTRACTS, AND THE DIRECTOR OF PUBLIC WORKS TO APPROVE
CHANGE ORDERS FOR THE MOBILE VENDOR PLAZA RESTROOM FACILITY**

WHEREAS, on July 2, 2024, the City Council adopted an ordinance adding Chapter 7.42 to the Richmond Municipal Code, aligning local law with state regulations; and

WHEREAS, the ordinance included the establishment of a Mobile Vendor Plaza Program; and

WHEREAS, the Mobile Vendor Plaza was established at 1401 Macdonald Avenue; and

WHEREAS, the Mobile Vendor Plaza requires capital improvements, including an upgraded restroom facility; and

WHEREAS, the City of Richmond has allocated General Funds for the restroom facility through the Civic Center Plaza Landscaping and Citywide Plant and Median Materials Project (Capital Improvement Project Number 23051) as part of the Fiscal Year 2025-2026 approved budget; and

WHEREAS, it is necessary to authorize the City Manager to award bids and execute contracts up to the total not-to-exceed amount of \$30,000 for the restroom facility to ensure timely progression of the schedule; and

WHEREAS, it is also necessary to authorize the Director of Public Works to approve change orders up to \$6,000 (approximately 20%) of the construction amount, provided these change orders remain within the overall project budget; and

WHEREAS, staff is soliciting bids from restroom vendors in accordance with Richmond Municipal Code Chapter 2.52 purchasing procedures to ensure competitive bids.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Richmond finds the above recitals are true and correct and have served, together with the Agenda Report, as the basis for the findings and actions set forth in this Resolution.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to award bids and execute contracts with the lowest responsive and responsible bidder for the Mobile Vendor Plaza restroom facility, up to the total not-to-exceed amount of \$30,000.

BE IT FURTHER RESOLVED that the Director of Public Works is authorized to approve change orders up to \$6,000 (approximately 20%) of the construction costs, provided that such change orders are within the project budget.

BE IT FURTHER RESOLVED that staff shall ensure that the awarded bids are solicited in accordance with Richmond Municipal Code Chapter 2.52 purchasing procedures.

I certify that the foregoing resolution was passed and adopted by the City Council of the City of Richmond at a regular meeting thereof held on August 19, 2025, by the following vote:

AYES: Councilmembers Bana, Brown, Jimenez, Robinson,
Wilson, Vice Mayor Zepeda, and Mayor Martinez.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND

Approved: (SEAL)

EDUARDO MARTINEZ
Mayor

Approved as to form:

DAVE ALESHIRE
City Attorney

State of California }
County of Contra Costa } : ss.
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 110-25**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on August 19, 2025.



Pamela Christian, Clerk of the City of Richmond