

**RESOLUTION NO. 130-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA, AWARDING A CONTRACT TO SAN FRANCISCO ELEVATOR SERVICES, LLC FOR ELEVATOR MAINTENANCE, SERVICE, AND REPAIRS FOR A THREE-YEAR TERM, IN A TOTAL NOT-TO-EXCEED AMOUNT OF \$225,000, WITH THE OPTION TO EXTEND FOR UP TO TWO ADDITIONAL ONE-YEAR TERMS FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$150,000**

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**WHEREAS**, the City of Richmond operates multiple elevators in Civic Center Plaza and other municipal facilities that require regular preventive maintenance, timely repairs, and code-compliant inspections to ensure safety, accessibility, and uninterrupted service for staff and the public; and

**WHEREAS**, the current service agreements for elevator maintenance are nearing expiration, requiring the award of a new contract to ensure continuity of these essential services; and

**WHEREAS**, the Public Works Department issued a Request for Proposals (RFP) on April 17, 2025, through the City’s BidsOnline System, notifying 352 vendors and receiving three complete proposals by the June 5, 2025 deadline; and

**WHEREAS**, the scope of work includes routine preventive maintenance and inspections, compliance with all applicable codes and safety regulations, emergency repair response within two hours, annual reporting, and provision of all labor, materials, and equipment needed to perform services to industry standards; and

**WHEREAS**, proposals were evaluated by a panel of three Public Works subject matter experts using the criteria published in the RFP—Experience, Qualifications, Organization, Approach, and Cost—totaling 100 points, plus a potential 5-point Richmond Business Enterprise (RBE) incentive; and

**WHEREAS**, San Francisco Elevator Services, LLC, received the highest average score of 88 from the City evaluators, demonstrating superior qualifications, technical expertise, competitive pricing, a proven record of reliable service, and experience with municipal elevator systems of similar scope and complexity; and

**WHEREAS**, staff recommends awarding the contract to San Francisco Elevator Services, LLC for a three-year term in a total not-to-exceed amount of \$225,000, with the option to extend for up to two additional one-year terms in a total not-to-exceed amount of \$150,000, funded from the approved Fiscal Years 2025/26 through 2029/30 Public Works – Facilities budget (Fund: 01232431 – Account: 400383).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Richmond that it hereby awards a contract to San Francisco Elevator Services, LLC for as-needed elevator maintenance, service, and repairs for a three-year term in a total not-to-exceed amount of \$225,000, with the option to extend for up to two additional one-year terms in a total not-to-exceed amount of \$150,000, and authorizes the City Manager or designee to execute the contract and any necessary amendments.

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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 September 16, 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  

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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. 130-25**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on September 16, 2025.

  

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Pamela Christian, Clerk of the City of Richmond