

**RESOLUTION NO. 161-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND,  
CALIFORNIA, TO AUTHORIZE A THREE-YEAR (3) SOLE SOURCE CONTRACT  
WITH TWO (2) OPTIONAL ONE-YEAR EXTENSIONS WITH  
XEBEC DATA CORPORATION FOR CONVERSION OF  
ELECTRONIC DATA INTERCHANGE (EDI) SERVICES**

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**WHEREAS**, the Public Works Department requires the processing of electronic payments of the City's utility bills; and

**WHEREAS**, in order to process these payments in an expeditious manner, this requires specialized software; and

**WHEREAS**, Xebec Data Corporation is the only data service firm that offers conversion of Electronic Data Interchange (EDI) services that allow the City to import Pacific Gas & Electric (PG&E) bills to an importable format for the City's web-based Energy Manager Software System to process utility bills for electronic payment; and

**WHEREAS**, the use of this information gives staff the tools necessary to operate their divisions more cost-effectively, as they can monitor the usage for PG&E; and

**WHEREAS**, Xebec Data Corporation has been providing this service to the City of Richmond since 2010; and

**WHEREAS**, this software has operated effectively and efficiently since 2010; and

**WHEREAS**, the Public Works Department proposes to enter into a three (3) year contract for a term of October 1, 2025, to October 31, 2028, with Xebec Data Corporation in an amount not-to-exceed \$30,000, with two (2) optional one-year extensions of up to \$10,000 per year.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Richmond hereby authorizes to award of a sole source contract with Xebec Data Corporation, for a term of October 1, 2025, to October 31, 2028, in the amount not-to-exceed \$30,000, with two (2) optional one-year extensions of up to \$10,000 per year.

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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 November 18, 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. 161-25**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on November 18, 2025.

  

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Pamela Christian, Clerk of the City of Richmond