



Office of the City Manager

CONSENT CALENDAR
February 24, 2026

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: Terrance Davis, Director, Public Works
 Subject: Contract No. 32600081 Amendment: Metro Elevator for Maintenance, Repairs and Emergency Response Services for Citywide Elevators

RECOMMENDATION

Adopt a resolution authorizing the City Manager to execute an amendment to Contract No. 32600081 with Metro Elevator to provide maintenance, repairs, and emergency response services to increase the contract amount by \$175,000 for a total not to exceed \$350,000.

FISCAL IMPACTS OF RECOMMENDATION

Budgets include funding in FY 2026, distributed across the General Fund (011), Sanitary Sewer Fund (611), Off-Street Parking Fund (627), Equipment Maintenance Fund (672), and Building Maintenance Fund (673) to cover the cost of elevator maintenance, repairs and emergency response services for citywide elevators. Funding for future years is subject to Council's approval of the proposed citywide budget for Fiscal Years 2027-2028.

CURRENT SITUATION AND ITS EFFECTS

Elevator maintenance, repairs and emergency response services are critical to maintaining the safety, reliability, and operational needs of the City's elevators.

The City issued Request for Proposals (RFP) Specification No. 25-11723-C, with a submission due date of June 3, 2025. The City received three proposals in response. The selection committee, composed of subject matter experts from Public Works, evaluated the proposals.

The evaluation criteria used to rate the proposals were as follows: Project Approach (30%), Expertise and References (15%), Cost (25%), and Background (30%). Metro Elevator was awarded a contract as the best and most responsive bidder, which was executed in December 2025. As a result of the inability to formalize a contract with a second high scoring service provider from the same RFP process, Dream Ride Elevator, an amendment is needed at this time to increase the service capacity provided by Metro Elevator.

This contract will support the City's elevators, which are critical to support staff and community members, and is aligned with the Strategic Plan Priority of advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

The City currently utilizes 30 elevators located in 16 facilities. Proper maintenance, repair and emergency response services for City elevators supports the safety and accessibility of staff and community members, while also complying with state and federal safety requirements.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identified environmental sustainability or climate impacts of executing these contracts.

RATIONALE FOR RECOMMENDATION

Regular inspection and maintenance of elevators is required to meet safety regulations. These contracts will ensure compliance with state and local codes and improve responsiveness to emergency calls.

ALTERNATIVE ACTIONS CONSIDERED

The City does not currently have staff with the certification and experience needed to provide elevator maintenance and repair services for the City in-house. As a result, contracting remains the only viable option.

CONTACT PERSON

Joy Brown, Operations Manager, (510) 981-6629

Aaron Baker, Facilities Maintenance Superintendent, (510) 981-6452

Attachment:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32600081 AMENDMENT: METRO ELEVATOR FOR MAINTENANCE, REPAIRS AND EMERGENCY RESPONSE SERVICES FOR CITYWIDE ELEVATORS

WHEREAS, the City conducted RFP Solicitation No. 25-11723-C with bids due no later than June 3, 2025; and

WHEREAS, the City received three proposals and a selection committee, composed of subject matter experts from the Public Works Facilities Division and the Public Works Operations Division, met to evaluate the bids; and

WHEREAS, Metro Elevator was selected as the most responsive bidder and was awarded the contract; and

WHEREAS, Metro Elevator and the City executed Contract No. 32600081, which was approved by Council on July 27, 2025, through Resolution 71,932-N.S. for an amount not to exceed \$175,000; and

WHEREAS, an increased need for additional elevator service has been identified by Staff; due to an inability to formalize a contract with a secondary service provider; and

WHEREAS, funding is available in the Fiscal Year 2026 adopted budget in General Fund (011), Off-Street Parking Fund (627), Sanitary Sewer Fund (611), Equipment Maintenance Fund (672), and Building Maintenance Fund (673). Funding for future years is subject to Council's approval of the proposed citywide budget for Fiscal Years 2027-2028.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to amend Contract No. 32600081 with Metro Elevator for maintenance, repairs, and emergency response services for citywide elevators for three years from September 1, 2025, to August 31, 2028, for an amount not to exceed \$350,000 with the option to extend for two additional one-year terms. Rates adjusted annually in accordance with the Consumer Price Index.

