



Meeting Date: July 23, 2026

To: Public Works Commission

Through: Carla Short, Public Works Director
Scott Anderson, Deputy Director for Project Delivery

From: Lisa Zhuo, Project Manager

Subject: Juvenile Probation Department Elevator Modernization, Contract ID 1000036972 - Contract Modification

Director's Recommendation: Approve an increase of \$249,846 to Contract No. 1000036972, Juvenile Probation Department Elevator Modernization with City Building, Inc. and authorize the Director of Public Works to approve future modifications to the contract to increase the total not-to-exceed contract amount to up to \$1,499,080.

Contract Background: The project consists of modernizing an existing passenger elevator and the renovation of existing restrooms at the Juvenile Probation Department, Administration Building, located at 375 Woodside Avenue.

The Administration Building is served by three geared traction elevators installed by Atlas Elevator in 1950. In 2019, the City hired Syska Hennessy Group to assess the conditions of the existing elevators, provide recommendations for upgrades, and estimate construction costs. Based on Syska Hennessy Group's assessment report, the elevators are increasingly challenged to remain operational due to aging and obsolete parts; as a result, the elevators are frequently out of service. The recommendation from Syska Hennessy Group is a full modernization of the elevator equipment to address performance, accessibility, safety, obsolescence, and reliability issues. The scope of work under this contract is to modernize one elevator. The remaining two elevators will be modernized when funding becomes available in the future.

On July 2, 2025, Public Works received four (4) bids where City Building, Inc. was determined the lowest responsible and responsive bidder; the construction contract was awarded to City Building, Inc. in the amount of \$1,249,234; NTP was issued on November 10, 2025.

Reason for Modification: The anticipated cumulative change orders necessary to complete the project are expected to exceed 10% of the original contract value. The following are the main reasons contributing to the change orders:

1. Unforeseen conditions that resulted in design changes.
2. Additional demolition scope that resulted in higher labor and material costs, including additional hazardous material abatement costs.
3. Design errors and omissions.
4. Additional client-requested scopes.

Contract Details:

Contract Title:	JPD Elevator Modernization
Personal Services Contract No. (Required for Professional Services Only):	N/A
Contract Original Award Amount:	\$1,249,234
Contract Original Duration:	460 consecutive calendar days to reach Substantial Completion 60 consecutive calendar days to reach Final Completion
Contractor Name:	City Building, Inc.

Summary of Total Amounts:

	Contract Amount	Contract Duration	Contract Dates
Original Contract Amount:	\$1,249,234.00	520 days	11/10/2025 – 4/14/2027
Previous Approved Modifications:	-	-	-
Proposed Modification:	\$249,846.80	0 days	-
Total Contract Values, if approved	\$1,499,080.80	520 days	11/10/2025 – 4/14/2027

Previously Approved Modifications:

Modification	Amount	Extension (days)	Description
-	-	-	-

Contract Funding Sources:	Certificate of Participation
Compliance Information:	Contract Monitoring Division (CMD) waived the LBE Sub-contracting requirement.
Related Commission Actions:	Commission Resolution No. 2025-0091, adopted 9/11/2025.
Additional Information:	N/A
Attachments:	Attachment 1: Commission Resolution No. 2025-0091

**PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. _____

WHEREAS, On May 11, 2023, San Francisco Public Works entered into an agreement with the Juvenile Probation Department (“JPD”) to manage the design and construction of the JPD Elevator Modernization project (“Project”) located at 375 Woodside Avenue; and

WHEREAS, On January 8, 2025, the Planning Department determined that the Project is exempt under the California Environmental Quality Act (“CEQA”) according to CEQA Guidelines section 15060(b)(3) because there is no possibility of a significant effect on the environment; and

WHEREAS, On May 6, 2024, the Project was submitted to the San Francisco Department of Building Inspection for a construction permit application; the application was approved on January 27, 2025; and

WHEREAS, On May 27, 2025, Public Works advertised the Project; and

WHEREAS, On July 2, 2025, Public Works received four (4) bids where City Building, Inc. was determined the lowest responsible and responsive bidder; and

WHEREAS, On September 11, 2025, the San Francisco Public Works Commission approved Resolution No. 2025-0091, awarding Contract No. 1000036972 to City Building, Inc.; and

WHEREAS, Public Works issued the Notice-to-Proceed to City Building, Inc. on November 10, 2025; and

WHEREAS, the awarded contract amount was \$1,249,234; and

WHEREAS, the awarded duration was 520 calendar days; and

WHEREAS, An increase of \$249,846.80 to the contract amount is requested for the JPD Elevator Modernization Project; now, therefore, be it

RESOLVED, That this Commission hereby approves an increase of \$249,846.80 to the JPD Elevator Modernization Project contract with City Building, Inc.; and be it

FURTHER RESOLVED, That this Commission hereby authorizes the Director of Public Works to approve future modifications to the contract for a total contract cost of up to \$1,499,080.80.

I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of _____.

Commission Affairs Manager
Public Works Commission

**PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. 2025-0091

WHEREAS, On May 11, 2023, San Francisco Public Works entered into an agreement with the Juvenile Probation Department (“JPD”) to manage the design and construction of the JPD Elevator Modernization project (“Project”) located at 375 Woodside Avenue; and

WHEREAS, On January 8, 2025, the Planning Department determined that the Project is exempt under the California Environmental Quality Act (“CEQA”) according to CEQA Guidelines section 15060(b)(3) because there is no possibility of a significant effect on the environment; and

WHEREAS, On May 6, 2024, the Project was submitted to the San Francisco Department of Building Inspection for a construction permit application, the application was approved on January 27, 2025; and

WHEREAS, On May 27, 2025, Public Works advertised the Project; and

WHEREAS, On July 2, 2025, Public Works received four (4) bids; and

WHEREAS, On July 10, 2025, Public Works received one (1) bid protest; and

WHEREAS, On July 25, 2025, the bid protest was resolved; and

WHEREAS, Public Works staff and Contract Monitoring Division (“CMD”) staff reviewed the bids and determined that City Building, Inc. is the responsible bidder with the lowest responsive bid; and

WHEREAS, City Building, Inc.’s bid was \$1,340,834.00; and

WHEREAS, The \$1,249,234 portion of the bid price is for the elevator modernization and restroom renovation work, to be awarded by Public Works to City Building, Inc.; and

WHEREAS, The \$91,600 portion of the bid price is for elevator maintenance work, to be awarded separately by the Juvenile Probation Department to City Building, Inc.’s elevator subcontractor when the construction work is substantially completed; and

WHEREAS, The Local Business Enterprise (LBE) Sub-contracting requirement was waived by CMD; and

WHEREAS, Funds are available from the Certificate of Participation (COP) – Critical Repair / Stimulus Recovery Program; now, therefore, be it

RESOLVED, That this Commission hereby approves the award of Contract for Sourcing Event ID 0000010577 - JPD Elevator Modernization, in the amount of \$1,249,234, with a duration of 520 consecutive calendar days to the lowest responsive and responsible bidder, City Building, Inc.

I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of September 11, 2025.

A handwritten signature in blue ink, appearing to read "J. H. Sale", is written over a horizontal line.

Commission Affairs Manager
Public Works Commission