



Meeting Date: September 11, 2025

To: Public Works Commission

Through: Carla Short, Public Works Director

From: Lisa Zhuo, Project Manager

Subject: Juvenile Probation Department Elevator Modernization and Restroom Renovation – Contract Award

Director's Recommendation: Award construction contract for the Juvenile Probation Department Elevator Modernization in the amount of \$1,249,234 for 520 consecutive calendar days to City Building, Inc., to modernize one existing elevator and to renovate restrooms at the Juvenile Probation Department located at 375 Woodside Avenue.

Contract Background: The project consists of modernizing an existing passenger elevator and renovating 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 estimated 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 estimated construction cost for the project is approximately \$1.5 million. 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.

Solicitation Process: SF Public Works advertised the project on May 27, 2025, and received four (4) bids on July 2, 2025. A bid protest was received on July 10, 2025; PW reviewed the bid protest and issued the bid protest determination letter on July 25, 2025. The bid results were reviewed by CMD and applicable bid discounts were applied. Below are the bid results:

JPD Elevator Modernization – Contract Award
Public Works Commission Meeting: September 11, 2025

Bidder	LBE Status, Type & Size	Sum of Schedule A (Construction Contract)	Sum of Schedule B (Maintenance Contract)	Alt 1	Total Bid	Bid Discount	Total Bid w/Discount
City Building	Non-LBE	\$977,991.00	\$91,600.00	\$271,243.00	\$1,340,834.00	0%	\$1,340,834.00
CLW Builders	SF LBE – MBE (Small)	\$1,250,700.00	\$82,500.00	\$249,898.00	\$1,583,098.00	10%	\$1,424,788.20
WE Lyons	Non-LBE	\$1,117,799.00	\$91,600.00	\$261,721.00	\$1,471,120.00	0%	\$1,471,120.00
CWS Construction Group	Non-LBE	\$1,535,000.00	\$91,600.00	\$425,000.00	\$2,051,600.00	0%	\$2,051,600.00

Based on the above, City Building, Inc. is determined to be the lowest responsive and responsible bidder.

The sums of Schedule A and Schedule B were used to determine the low bid; Public Works will award the construction contract for the sum of Schedule A and Alternative. 1 for the total amount of \$1,249,234.

Contract Details:

Contract Title:	JPD Elevator Modernization
Contract Award Amount:	\$1,249,234.00
Cost Estimate:	\$1,552,259
Contract Funding Sources:	Certificate of Participation – Critical Repairs and Recovery Stimulus
Anticipated Project Schedule:	Anticipate Construction Start: November 2025 Substantial Completion: February 2027 Final Completion: April 2027
Contract Duration:	460 consecutive calendar days to reach Substantial Completion 60 consecutive calendar days to reach Final Completion
Contractor Name:	City Building, Inc.
Compliance with Chapter 14B Local Business Enterprise Ordinance:	Contract Monitoring Division (CMD) waived the LBE Sub-contracting requirement.
Environmental Determination (if applicable):	The project is exempted per CEQA Guidelines section 15061(b)(3) (Common Sense Exemption).
Other Compliance:	N/A

Additional Information:	N/A
Attachments:	Attachment 1: Bid Tabulation Attachment 2: Contract Monitoring Division (CMD) Memo Attachment 3: CEQA Exemption Determination

**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; 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 _____.

Commission Affairs Manager
Public Works Commission

City and County of San Francisco
Department of Public Works
TABULATION OF BIDS

Sourcing ID: 0000010577

Contract Title: PW JPD ELEV MDRN

Full Title: JPD Elevator Modernization

Bids Received: July 2, 2025

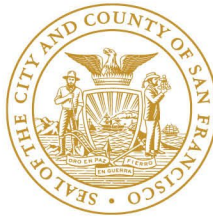
<u>BIDDERS (in the order received & opened):</u>	<u>LBE Status Claimed</u>	<u>Sum of Schedule A & Schedule B Bid Price</u>	<u>Alternate 1</u>	<u>Total Bid Price</u>
CWS Construction Group, Inc.	N/A	\$1,626,600.00	\$425,000.00	\$2,051,600.00
CLW Builders, Inc.	Small-LBE 10%	\$1,333,200.00	\$249,898.00	\$1,583,098.00
City Building, Inc.	N/A	\$1,069,591.00	\$271,243.00	\$1,340,834.00
W.E. Lyons Construction	N/A	\$1,209,399.00	\$261,721.00	\$1,471,120.00
Average Bid:		\$1,309,697.50	\$301,965.50	\$1,611,663.00
Engineer's Estimate:		\$1,200,000.00	\$300,000.00	\$1,500,000.00
% of Engineer's Estimate:		109%	101%	107%
% of Engineer's Estimate vs. Low Bid Received		89%	90%	89%

The following announcement was made prior to bid opening: "The Construction Budget for this Project is \$1,500,000.00, and the priority of alternates is as follows: 1"

= Indicates a correction of the bid price after review.

cc:	Lisa Zhuo	Carla Short	Scott Anderson
	Richard Gee	Vivian Liu	All Bidders
	Teenchee Le	Ken Nim	
	Julia Laue	Pansy Lam	

For complete subcontractor listings, check: <https://bidopportunities.apps.sfdpw.org/CaseLoad/Details/2624>



MEMORANDUM

Date: July 31, 2025

To: Robert Loftus, SF Public Works
Lisa Zhuo, SF Public Works

From: Ivan Oldenkamp, Contract Monitoring Division

Subject: CMD Review of Bids submitted on July 2, 2025 for JPD Elevator Modernization, Sourcing Event ID 0000010577

City Building, Inc. ("CBI") is the lowest responsive bidder after the bid discount.

The bid discount was applied to bidders who are certified by the Contract Monitoring Division, ("CMD") as an LBE in the type of work that is specified for the bidder by the Contract Awarding Authority. The winning bid was determined based on bidders' total bid price (Sum of Schedule A and B) and Alternate 1 per this statement made before bid opening: "The Construction Budget for this Project is \$1,500,000.00, and the priority of alternates is as follows: 1".

Bidder	LBE Status, Type & Size	Sum of Schedule A & B	Alt 1	Total Bid	Bid Discount	Total Bid w/Discount
City Building	Non-LBE	\$1,069,591.00	\$271,243.00	\$1,340,834.00	0%	\$1,340,834.00
CLW Builders	SF LBE – MBE (Small)	\$1,333,200.00	\$249,898.00	\$1,583,098.00	10%	\$1,424,788.20
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CWS Construction Group	Non-LBE	\$1,626,600.00	\$425,000.00	\$2,051,600.00	0%	\$2,051,600.00

The LBE subcontracting requirement was waived for this project. This memo is intended to summarize the LBE participation on the project for PeopleSoft entry. CMD calculated the LBE participation for this project using Schedule A and Bid Alternate 1 prices as the expected award amount because, per the project manual, Schedule B will not be included at time of award.

CBI's LBE participation is as follows:

A combination of Micro-LBE and Small-LBE participation will count toward LBE subcontractor participation. CBI's commitment for this contract:

	Requirement %	Commitment %
Micro/Small LBE	0%	7.42%

In their bid, CBI listed the following subcontractors on this contract.

Tier	Supplier Name	Scope of Work	LBE	LBE Size	LBE Percent	Percent Of Work	Amount
1	Bayview Iron Works, Inc.	Steel	LBE	MICR	100%	0.94%	\$11,750.00
1	Bird Electric	Electrical	LBE	MICR	100%	6.48%	\$81,000.00
1	American Sheet Metal Partition Co. Inc.	Accessories				0.90%	\$11,184.00
1	Specialized Graphics, Inc.	Signage				0.21%	\$2,664.00
1	Cal Pacific Systems	Plumbing & HVAC				1.99%	\$24,800.00
1	Russell Hinton Co.	Drywall, framing				2.12%	\$26,500.00
1	Enpro Elevator, Inc.	Elevator				31.01%	\$387,445.00
1	Conflo Services, Inc.	Demo				4.74%	\$59,174.00
1	KBI Painting, Inc.	Paint				0.79%	\$9,890.00
1	KZ Tile Company	Tile				2.47%	\$30,818.00

Primary CMD contact for the contract: Ivan Oldenkamp, ivan.oldenkamp@sfgov.org

CMD must be contacted immediately for:

- Contract modification that cumulatively increases the original contract value by 20%;
- Prompt payment issues;
- Any other issues pertaining to LBE subcontractor participation

Noncompliance may result in penalties, including monetary fines. Please communicate with CMD early.



CEQA Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
PW MOD JPD Elevator Upgrade (375 WOODSIDE AVE)		2842007
Case No.		Permit No.
2024-004467ENV		202405061457
<input type="checkbox"/> Addition/ Alteration	<input checked="" type="checkbox"/> Demolition (requires HRE for Category B Building)	<input checked="" type="checkbox"/> New Construction
Project description for Planning Department approval. San Francisco Public Works proposes a project at the Juvenile Probation Department at 375 Woodside Avenue for remodeling, ventilation upgrades, and elevator replacement. The existing facility consists of two three-story (two above-ground and one recessed story) structures provide approximately 26,000 GSF (north structure) and 66,500 GSF (south structure), connected by top-floor aerial corridors. The project would require using hand tools only and approximately 480 days of construction. In the Elevator Machine Room, the existing elevator equipment would be demolished, followed by installing new lighting fixtures on the walls and ceiling. Data conduits and low-voltage communication wires would be installed through the walls, and the existing door would be replaced. At the roof-level machine room, light fixtures and ventilation louvers would be installed on the exterior wall, and metal stairs would be installed on the roof. In the first-floor & second-floor bathrooms, the project proposes demolishing and replacing the existing bathroom plumbing chase, plumbing fixtures, partitions, vanity counters, lighting, and wall-mounted accessories. Across multiple floors, selective openings in the elevator shaft walls would be demolished and patched, and existing elevator call buttons and related signage would be removed and replaced. FULL PROJECT DESCRIPTION ATTACHED		

EXEMPTION TYPE

The project has been determined to be exempt under the California Environmental Quality Act (CEQA).	
<input type="checkbox"/>	Class 1 - Existing Facilities. (CEQA Guidelines section 15301) Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	Class 3 - New Construction. (CEQA Guidelines section 15303) Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	Class 32 - In-Fill Development. (CEQA Guidelines section 15332) New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses. (c) The project site has no value as habitat for endangered rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.
<input type="checkbox"/>	Other _____
<input checked="" type="checkbox"/>	Common Sense Exemption (CEQA Guidelines section 15061(b)(3)). It can be seen with certainty that there is no possibility of a significant effect on the environment.

ENVIRONMENTAL SCREENING ASSESSMENT

Comments:

Excavation is not proposed.

Planner Signature: Don Lewis

PROPERTY STATUS - HISTORIC RESOURCE

PROPERTY IS ONE OF THE FOLLOWING:

<input checked="" type="checkbox"/>	Category A: Known Historical Resource.
<input type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age).
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age).

PROPOSED WORK CHECKLIST

Check all that apply to the project.

<input type="checkbox"/>	Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	Window replacement that meets the Department's <i>Window Replacement Standards</i> .
<input type="checkbox"/>	Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	Dormer installation that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	Addition(s) not visible from any immediately adjacent public right-of-way for 150 feet in each direction; or does not extend vertically beyond the floor level of the top story of the structure, or does not cause the removal of architectural significant roofing features.
<input type="checkbox"/>	Façade or storefront alterations that do not remove, alter, or obscure character -defining features.
<input type="checkbox"/>	Restoration based upon documented evidence of a building's historic condition , such as historic photographs, plans, physical evidence, or similar buildings.

Note: Project Planner must check box below before proceeding.

<input checked="" type="checkbox"/>	Project is not listed.
<input type="checkbox"/>	Project involves scope of work listed above.

ADVANCED HISTORICAL REVIEW

Check all that apply to the project.

<input type="checkbox"/>	Reclassification of property status. (<i>Attach HRER Part I relevant analysis; requires Principal Preservation Planner approval</i>) <input type="checkbox"/> Reclassify to Category A <input type="checkbox"/> Reclassify to Category C <input type="checkbox"/> Lacks Historic Integrity <input type="checkbox"/> Lacks Historic Significance
<input type="checkbox"/>	Project involves a known historical resource (CEQA Category A)
<input checked="" type="checkbox"/>	Project does not substantially impact character-defining features of a historic resource (see Comments)
<input type="checkbox"/>	Project is compatible, yet differentiated, with a historic resource.
<input type="checkbox"/>	Project consistent with the Secretary of the Interior Standards for the Treatment of Historic Properties
Note: If ANY box above is checked, a Preservation Planner MUST sign below.	
<input type="checkbox"/>	Project can proceed with EXEMPTION REVIEW. The project has been reviewed by the Preservation Planner and can proceed with exemption review.
Comments by Preservation Planner: PLEASE SEE ATTACHED	
Preservation Planner Signature: Rebecca Salgado	

EXEMPTION DETERMINATION

<input checked="" type="checkbox"/>	Common Sense Exemption: No further environmental review is required. The project is exempt under CEQA. It can be seen with certainty that there is no possibility of a significant effect on the environment.	
	Project Approval Action: Planning Approval Letter	Signature: Don Lewis 01/08/2025
	If discretionary review before the planning commission is requested, the discretionary review hearing is the approval action for the project. If no discretionary review is requested, the issuance of a Planning Approval Letter is the approval action.	
	Supporting documents are available for review on the San Francisco Property Information Map, which can be accessed at https://sfplanninggis.org/pim/ . Individual files can be viewed by clicking on the Planning Applications link, clicking the "More Details" link under the project's environmental record number (ENV) and then clicking on the "Related Documents" link. Once signed and dated, this document constitutes an exemption pursuant to CEQA Guidelines and chapter 31 of the San Francisco Administrative Code. Per chapter 31, an appeal of an exemption determination to the Board of Supervisors shall be filed within 30 days after the approval action occurs at a noticed public hearing, or within 30 days after posting on the planning department's website (https://sfplanning.org/resource/ceqa-exemptions) a written decision or written notice of the approval action, if the approval is not made at a noticed public hearing.	

Full Project Description

San Francisco Public Works proposes a project at the Juvenile Probation Department at 375 Woodside Avenue for remodeling, ventilation upgrades, and elevator replacement. The existing facility consists of two three-story (two above-ground and one recessed story) structures provide approximately 26,000 GSF (north structure) and 66,500 GSF (south structure), connected by top-floor aerial corridors. The project would require using hand tools only and approximately 480 days of construction. In the Elevator Machine Room, the existing elevator equipment would be demolished, followed by installing new lighting fixtures on the walls and ceiling. Data conduits and low-voltage communication wires would be installed through the walls, and the existing door would be replaced. At the roof-level machine room, light fixtures and ventilation louvers would be installed on the exterior wall, and metal stairs would be installed on the roof. In the first-floor & second-floor bathrooms, the project proposes demolishing and replacing the existing bathroom plumbing chase, plumbing fixtures, partitions, vanity counters, lighting, and wall-mounted accessories. Across multiple floors, selective openings in the elevator shaft walls would be demolished and patched, and existing elevator call buttons and related signage would be removed and replaced. Electrical power and low-voltage wires will be installed in the elevator shaft. In the elevator car, the existing call buttons, flooring, ceiling fixtures, and other elements would be demolished and upgraded. Exterior work would be limited to rooftop machine room ventilation louvers, light fixture and door replacement, and metal stairs work.

Advanced Historical Review Comments (Continued)

The proposed project mostly involves interior alterations that will not impact any character-defining features. Minor modifications to the existing elevator penthouse, including replacement of a door and louver within existing openings, installation of stairs from the penthouse door to the roof surface, and installation of a small new louver opening, will not affect any character-defining features of the exterior or detract from the historic character of the property.



Daniel Lurie
Mayor

Carla Short
Director of Public Works

Division of Contract Administration
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Public Works Project Manager Form

Project Manager/Project Lead: Lisa Zhuo

Public Works Division/Section: Project Delivery Division, Bureau of Project Management

Contract Title: JPD Elevator Modernization

Supplier Name: City Building, Inc.

Project Manager Recommendation: The project team has concluded its review of the bids submitted for the subject project. We find that City Building, Inc. has met the experience requirements, is responsible, and is qualified to perform the work. We recommend City Building, Inc. for award of contract.

Contract Background: The project is to modernize an existing passenger elevator at the Juvenile Probation Department, Administration Building, located at 375 Woodside Avenue. The project scope also includes restroom renovations.

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 estimated 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 estimated construction cost for each elevator is approximately \$1.5M. 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.

SF Public Works advertised the project on 5/27/2025 and received four (4) bids on 7/2/2025. A bid protest was received on 7/10/2025; PW reviewed the bid protest and issued the bid protest determination letter on 7/25/2025. City Building, Inc.'s bid was the lowest responsive and responsible bidder.

Contract Funding Source(s):

Source(s)	Amount
COP Critical Repairs / Recovery Stimulus	\$1,249,234.00