



# AGENDA REPORT

Library and Community Service

<b>DATE:</b>	October 7, 2025
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Sam Vaughn, ONS and CCRP Deputy Director Michael Romero, CCRP Program Manager Joan Binalinbing, Associate Administrative Analyst
<b>Subject:</b>	Contract with Glampervan Global LLC for Mobile Crisis Response Vans Interior Build-out.
<b>FINANCIAL IMPACT:</b>	The proposed \$176,851.71 expenditure requires additional appropriation from General Fund in Fiscal Year 2025-26 budget of the Community Crisis Response Program (Account String: 01401113-400705).
<b>PREVIOUS COUNCIL ACTION:</b>	None.
<b>STATEMENT OF THE ISSUE:</b>	The Community Crisis Response Program (CCRP) is requesting City Council approval of a contract with Glampervan Global LLC to provide interior buildout services of the two (2) mobile crisis response vans to be used by CCRP. The vans will be built with comfort for community members encountered during a crisis call and efficiency in delivering crisis response services for mobile responders.
<b>RECOMMENDED ACTION:</b>	APPROPRIATE \$176,851.71 from the General Fund to the Fiscal Year 2025-26 budget of the Community Crisis Response Program and APPROVE a contract with Glampervan Global LLC for the interior van build-out for the two (2) Ford Transit CCRP vans for an amount not to exceed \$176,851.71 and for a contract term from October 1, 2025, to September 30, 2026 - Community Crisis Response Program (Sam Vaughn 510-620-

	5404/Michael Romero 510-620-6791/Joan Binalinbing 510-620-6531).
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**DISCUSSION:**

Community Crisis Response Program (CCRP) will provide community focused, trauma-informed, and healing-centered responses to Richmond residents when needed. The program will be comprised of extensively trained mobile community responders who can respond in a respectful and non-stigmatizing manner. CCRP also hopes to hire responders with strong ties and connections to Richmond. CCRP staff have continued to research promising practices in other jurisdictions—cross-collaborating with neighboring jurisdictions; engaging communities; as well as developing job descriptions and various program components necessary to hire and onboard community responders and the rest of the staff. Additionally, CCRP staff purchased two (2) Ford Transit vans to aid in the program’s mission to deliver mobile crisis response services to community members.

To ensure the success of the program, CCRP staff need a vendor to properly outfit the interior of the vans to ensure comfort and efficiency when delivering services to community members encountered during a crisis call. The vehicles will provide assistance to residents in need (i.e. conduct site visits, bring resources like food or water, and/or escort individuals to other resources such as sobriety centers, a homeless shelter, or other social service programs).

CCRP staff posted a Request for Bid (RFB) to the City’s BidsOnline public bidding system (BidsOnline) on January 6, 2025, with the intent to contract with a vendor for the interior van build-out of the two (2) Ford Transit Vans (Attachment 1). These vans will be used by Community Crisis Response responders as the official Mobile Crisis Response vehicles. After a bid period of 24 days, five (5) bids were received (Attachment 2). CCRP staff reviewed the bids and used the following standards to determine the vendor with the most appropriate bid.

These standards were:

- Lowest price
- Closest vendor
- Met most or all the specifications requested in the Request for Bids

After careful review of each bidder, Glampervan Global LLC was chosen as the vendor to provide the interior van build out services due to having the lowest price, the nearest

office, and having met all the specifications listed in its Bid Worksheet (Attachment 3). Glampervan is a reputable family-owned business that specializes in tailoring the interior of vans to ensure cutting-edge, reliable, and commercial grade materials to transport our community members. They are willing to customize the build out with a very deliberate design that will serve individuals and family in our city. Their build cost was \$36,342.84 below the closest bidder and \$65,037.29 from the highest bidder.

CCRP staff is seeking approval of a contract with Glampervan Global LLC for the interior van buildout of the two (2) Ford Transit Vans under for the contract amount not to exceed \$176,851.71 (Attachment 4).

**DOCUMENTS ATTACHED:**

Attachment 1 – Request for Bids

Attachment 2 – Bid Summary Report

Attachment 3 – Glampervan Bid

Attachment 4 – Contract