



Agenda Item No. (4)

To: Building and Operating Committee/Committee of the Whole  
Meeting of May 22, 2025

From: Chris Bearden, Director of Ferry Operations  
Michael Hoffman, Deputy General Manager, Ferry Division  
Denis J. Mulligan, General Manager

Subject: **AUTHORIZE EXECUTION OF THE THIRD AMENDMENT TO  
CONTRACT NO. 2016-MD-01, JANITORIAL SERVICES**

### **Recommendation**

The Building and Operating Committee recommends that the Board of Directors authorize execution of the Third Amendment to Contract No. 2016-MD-01, *Janitorial Services* (Contract), with Imperial Cleaning Service, Fairfield, CA, in the amount of \$50,000, for a total aggregate not-to-exceed amount of \$1,326,396.56 for janitorial services at Larkspur Ferry Terminal and on Larkspur Ferry Vessels.

This matter will be presented to the Board of Directors at its May 23, 2025, meeting for appropriate action.

### **Summary**

In May 2016, the Board of Directors approved the execution of the Contract relative to Request for Proposals No. 2016-MD-01, *Janitorial Services*. The Contract included a three-year base term, with five additional one-year option terms. The Golden Gate Bridge, Highway and Transportation District (District) has exercised all available option terms.

The contract term ended in June 2024 and staff requests extending the contract term through December 31, 2025, and additional funding to ensure continuity of service as a competitive procurement process is currently being conducted for a new janitorial services agreement. The contract supports essential cleaning and maintenance operations at the Larkspur Ferry Terminal and on Larkspur Ferry Vessels.

Increased usage of ferry services and higher foot traffic in recent months have placed greater demands on janitorial services. The proposed \$50,000 increase will ensure service levels are uninterrupted and maintained.

***Contract History***

| <b>CONTRACT INITIAL AWARD AND AMENDMENTS TO-DATE</b> |                         |                                                |                        |
|------------------------------------------------------|-------------------------|------------------------------------------------|------------------------|
| <b>Type</b>                                          | <b>Date Approved</b>    | <b>Description</b>                             | <b>Amount</b>          |
| Contract Award                                       | July 2016               | Initial Award                                  | \$1,069,963.80         |
| First Amendment                                      | November 2020           | Extend term by one year                        | \$206,432.76           |
| Second Amendment                                     | June 2022               | Extend term by up to two years                 | \$0                    |
| <b><i>Third Amendment</i></b>                        | <b><i>This Item</i></b> | <b><i>Extend term to December 31, 2025</i></b> | <b><i>\$50,000</i></b> |
| <b>Total</b>                                         |                         |                                                | <b>\$1,326,396.56</b>  |

**Fiscal Impact**

The FY 24/25 expenses for this contract are estimated to be \$120,000. (or the average monthly expenses for this contract are \$10,000). The proposed contract amendment increases the total not-to-exceed amount by \$50,000. The proposed amendment will be absorbed in the FY 24/25 and FY25/26 Ferry Division Operating Budget.