



September 11, 2025

To: Transit Committee
From: Darrell E. Johnson, Chief Executive Officer
Subject: Amendment to Agreement for Janitorial Services

Overview

On September 26, 2022, the Board of Directors approved an agreement with Gamboa Services, Inc., doing business as Corporate Image Maintenance, to provide janitorial services for a three-year initial term with a two-year option term. The initial term expires October 31, 2025. Staff is requesting Board of Directors' approval to exercise the two-year option term effective November 1, 2025 through October 31, 2027.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-2-2438 between the Orange County Transportation Authority and Gamboa Services, Inc., doing business as Corporate Image Maintenance, to exercise the option term in the amount of \$3,286,118, to continue providing janitorial services effective November 1, 2025, through October 31, 2027. This will increase the maximum cumulative obligation of the agreement to a total contract value of \$7,086,446.

Discussion

Janitorial services are currently provided at five Orange County Transportation Authority (OCTA)-owned bus maintenance and operations bases, five transportation centers, two park-and-ride facilities, one streetcar maintenance and storage facility, and 16 streetcar passenger platforms throughout Orange County. These facilities require janitorial services on a daily, weekly, monthly, and quarterly basis. OCTA utilizes the vendor provided labor forces sufficient to complete all specified requirements in the prescribed time and to furnish all cleaning materials and equipment to perform these services. OCTA and its contracted fixed-route bases provide the paper products needed for these services.

Services performed include the cleaning of offices, restrooms, locker rooms, and break areas in the operations and maintenance buildings, bus yards, and maintenance shop areas. The scope of work also provides for monthly pressure washing service, with the capture of all fluids, and quarterly window cleaning. Additionally, Gamboa Services, Inc., doing business as Corporate Image Maintenance (Corporate Image), ensures that the transit centers and the park-and-ride facilities are free from trash and debris. In total, Corporate Image is responsible for the cleanliness of more than 400,000 square feet of OCTA-owned bus bases, 1,570 parking stalls for buses and cars, 79 maintenance bays, and 70 multi-stall restrooms.

Procurement Approach

The original procurement was handled in accordance with OCTA's Board of Directors (Board)-approved policies and procedures for professional and technical services. The original agreement was awarded on a competitive basis and includes a three-year initial term in the amount of \$3,670,328 and a two-year option term. The agreement was previously amended as shown in Attachment A.

The proposed Amendment No. 2 is to exercise the option term of the agreement through October 31, 2027, and increase the maximum cumulative payment obligation by \$3,286,118, bringing the total contract value to \$7,086,446. The budget for this amendment is based on the firm-fixed monthly rates for scheduled janitorial services, as well as hourly rates for as-needed janitorial services established in the original agreement. Exercising the option term will allow Corporate Image to continue providing janitorial services effective November 1, 2025, through October 31, 2027.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2025-26 Budget, Operations Division/Maintenance Department, account nos. 2166-D3107-2WR-7615 and 0035-OC110-2WR-7615 and will be funded through local transportation funds.

Summary

Staff requests the Board of Directors authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-2-2438 with Gamboa Services, Inc., doing business as Corporate Image Maintenance, in the amount of \$3,286,118, to continue providing janitorial services through October 31, 2027. This will increase the maximum obligation of the agreement to a total contract value of \$7,086,446.

Attachment

- A. Gamboa Services, Inc., doing business as Corporate Image Maintenance, Agreement No. C-2-2438 Fact Sheet

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