



Office of the City Manager

CONSENT CALENDAR
February, 25, 2025

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: Terrance Davis, Director, Public Works
 Subject: Contract No. 32500082 Amendment: Telegraph Property and Business Management Corporation

RECOMMENDATION

Adopt a Resolution amending the Contract No. 32500082 contract with the Telegraph Property and Business Management Corporation, commonly known as the Telegraph Business Improvement District, for the janitorial maintenance of the new 24 hour, 7 days a week (24/7), public restroom with a new not to exceed amount of \$150,000 and extend the contract through June 30, 2026.

FISCAL IMPACTS OF RECOMMENDATION

Funding is available in the General Fund in the amount of \$105,000 in FY2025 and future funding in FY2026 as part of the adopted budget. It is anticipated that the amount of \$45,000 will be included as part of Annual Appropriations Ordinance #2.

CURRENT SITUATION AND ITS EFFECTS

Public Works has contracted with the Telegraph Property and Business Management Corporation (commonly known as the Telegraph Business Improvement District (TBID)) for the janitorial services for the public restroom on Channing Way near the intersection with Telegraph Avenue.

In 2018, the City initiated a Citywide Restroom Study¹, which was completed in 2020. The study's recommendations included the design and construction of three new public restrooms. The Telegraph-Channing location is the first of these restrooms to be constructed, with the other two, Alcatraz-Adeline & San Pablo-University, starting construction in Spring 2025.

As part of the FY 2024 Two-Year Budget process, \$210,000 (\$105,000 for FY25 and \$105,000 for FY26) of funds from the General Fund was approved for the maintenance of the public restroom.

¹ <https://berkeleyca.gov/your-government/our-work/capital-projects/citywide-restroom-assessment-project>

Amending the contract with the servicing of the public restroom is a Strategic Plan Priority Project, advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

TBID was selected through a sole source agreement in January of 2023 in advance of the completion of the restroom which was anticipated in April 2023. The original contract has an initial start date of July 1, 2024, but construction delays prevented the implementation of this contract until January 2025 as the contractor prepared for the opening of the restroom to the public.

TBID is currently best suited to oversee this work as they have Ambassadors that will assist in monitoring the status of the restrooms. The cleaning will be handled by their subcontractor which is currently maintaining the restroom inside the Telegraph Channing Garage. The cleaning subcontractor will be responsible for cleaning and inspecting the restroom 3 times a day 24/7 and will have easy access to their supplies within the Telegraph Channing Garage. There are no City staff able to complete this work. Additionally, coordinating with TBID was a recommendation of the Citywide Restroom Study as TBID has Ambassadors that are readily able to report issues to the City.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Providing ongoing janitorial service for a 24/7 public restroom will keep the restroom open and usable by the community. Public restrooms may help reduce open defecation which impacts stormwater and public health. There are no identifiable climate impacts.

RATIONALE FOR RECOMMENDATION

Amending the existing contract is the most efficient and effective use of City resources.

ALTERNATIVE ACTIONS CONSIDERED

There are two additional 24/7 restrooms that are currently in the design phase, with construction anticipated in late 2025. When construction begins, PW will review the janitorial services required and evaluate whether or not continuation of this contract makes operational and financial sense, or if there is an alternate vendor available through a competitive process.

CONTACT PERSON

Joy Brown, Operations Manager, Public Works, 510-981-6629
Aaron Baker, Superintendent, Public Works, 510-981-6452
Peni Basalusalu, Deputy Director, Public Works, 510-981-6485

Attachment:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32500082 AMENDMENT: TELEGRAPH PROPERTY AND
BUSINESS MANAGEMENT CORPORATION

WHEREAS, Public Works has contracted with the Telegraph Property and Business Management Corporation (commonly known as the Telegraph Business Improvement District (TBID)) for the janitorial services for the public restroom on Channing Way near the intersection with Telegraph Avenue; and

WHEREAS, funding is available in the General Fund for maintenance and janitorial services in the baseline FY2025 budget and additional funding will be appropriated from General Fund in FY2026; and

WHEREAS, the TBID is well positioned to manage the janitorial services and provide additional support of notification of issues through their Ambassador Program; and

WHEREAS, the City requires the services of TBID to provide janitorial maintenance of the public restroom on Channing Way at Telegraph Avenue.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that Amending the contract with the Telegraph Property and Business Management Corporation, commonly known as the Telegraph Business Improvement District, for the janitorial maintenance of the new 24/7 public restroom with a new not to exceed amount of \$150,000 and extend the contract through June 30, 2026.

