

## **AMENDMENT NO. 1 TO JANITORIAL SERVICES AGREEMENT WITH KARLA'S JANITORIAL AND SUPPLIERS LLC**

THIS AMENDMENT No. 1 ("Amendment No. 1"), made in duplicate and entered into effective on the 15<sup>th</sup> day of December, 2025, amends the agreement dated October 31, 2022 ("Agreement") by and between the CITY OF BURLINGAME ("CITY") and KARLA'S JANITORIAL AND SUPPLIERS LLC ("CONTRACTOR"). CITY and CONTRACTOR are collectively referred to as the "Parties."

### **RECITALS**

**WHEREAS**, on October 31, 2022, the Parties entered into an Agreement to provide janitorial services, which is attached ("Agreement"); and

**WHEREAS**, the Agreement set forth a three-year term, ending on November 30, 2025, with an option for the City to extend the Agreement for an additional two years; and

**WHEREAS**, the City has issued a solicitation seeking bids for a new contract to provide janitorial services; and

**WHEREAS**, the Parties have agreed to extend the expiration of the Agreement by two additional months from November 30, 2025 to January 31, 2026 to allow sufficient time for the City to complete the competitive bidding process and implement a new contract for the provision of janitorial services at City buildings without interruption to services; and

**WHEREAS**, the Parties have negotiated and agree to amend the Agreement as set forth below.

### **NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

1. The Agreement is amended to extend the time of performance by two months, extending the expiration of the Agreement from November 30, 2025 to January 31, 2026;
2. The cost of the two additional months of service from November 30, 2025 through

January 31, 2026 shall not exceed \$92,785. The total not-to-exceed value for year 3 is thus amended to reflect the additional cost of \$92,785, for a total not-to-exceed value for year three of \$633,699.

3. Due to the additional cost of the two-month extension herein described, the Contract Price of \$1,591,132.00, indicated in Section 3 of the Agreement, is replaced with \$1,683,917.00.
4. In all other respects, the provisions of the Agreement dated October 31, 2022 shall remain in full force and effect to the extent they are not in conflict with this Amendment.

**IN WITNESS WHEREOF**, the Parties have executed this Amendment No. 1 on the day and year first above written.

CITY OF BURLINGAME  
A municipal corporation

By *Lisa K. Goldman*  
Lisa K. Goldman  
City Manager

CONTRACTOR

*Sheyla Garcia*  
Karla's Janitorial and Suppliers, LLC  
Print Name: Sheyla Garcia  
Title: Project Manager

Approved as to form:

*Michael Guina*  
City Attorney – Michael Guina

ATTEST:

*Meaghan Hassel-Shearer*  
City Clerk - Meaghan Hassel-Shearer

**RESOLUTION NO. 129-2025**

**RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE JANITORIAL SERVICES AGREEMENT BETWEEN THE CITY OF BURLINGAME AND KARLA'S JANITORIAL AND SUPPLIERS, LLC TO EXTEND JANITORIAL SERVICE FOR A PERIOD OF AN ADDITIONAL TWO MONTHS**

**WHEREAS**, on October 31, 2022, the City of Burlingame and Karla's Janitorial and Suppliers, LLC (KJS) executed an agreement for janitorial services (Agreement), providing for a maximum not-to-exceed amount of \$1,591,132 for a three-year period ending on November 30, 2025, with the option to extend for an additional two years if elected by the City; and

**WHEREAS**, City staff is in the midst of a Request for Proposals (RFP) process to solicit new proposals for janitorial services with updated specifications; and

**WHEREAS**, to ensure continuity of janitorial services during the RFP process and the transition to a new contract, the City Council hereby authorizes the City Manager to execute Amendment No. 1 to the Agreement to extend the current termination date of the Agreement from November 30, 2025, to January 31, 2026, and increase the contract amount by \$92,785, resulting in a revised not-to-exceed total of \$1,683,917.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED:**

1. The City Manager is authorized and directed to enter into Amendment No. 1 to the Janitorial Services Agreement with Karla's Janitorial and Suppliers, LLC in the form or substantially the same form as attached hereto and take such actions necessary in furtherance of this Resolution.

*Peter Stevenson*

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Peter Stevenson, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, certify that the foregoing resolution was introduced at a regular meeting of the City Council, held on the 17<sup>th</sup> day of November, 2025 and as adopted thereafter by the following vote:

AYES: COUNCILMEMBERS: Brownrigg, Colson, Pappajohn, Stevenson, Thayer

NAYES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

*Meaghan Hassel-Shearer*

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Meaghan Hassel-Shearer, City Clerk