



Agenda Item No. (9)

To: Finance-Auditing Committee/Committee of the Whole  
Meeting of March 27, 2025

From: Jennifer H. Mennucci, Auditor-Controller  
John R. Eberle, District Engineer  
Denis J. Mulligan, General Manager

Subject: **APPROVE ESTABLISHMENT OF A NEW CAPITAL PROJECT,  
PROJECT #2546 LARKSPUR FERRY TERMINAL SERVICE BUILDING  
ROOF REHABILITATION, IN THE FY 24/25 FERRY DIVISION  
CAPITAL BUDGET**

### **Recommendation**

The Finance-Auditing Committee recommends that the Board of Directors approve establishment of Project #2546, *Larkspur Ferry Terminal (LFT) Service Building Roof Rehabilitation Project*, as a new project in the FY 24/25 Ferry Division Capital Budget, with the budget of \$800,000, to be 100% funded by the Golden Gate Bridge, Highway and Transportation District (District).

This matter will be presented to the Board of Directors at its March 28, 2025, meeting for appropriate action.

### **Summary**

The LFT Service Building is a two-story structure that houses Ferry Division administrative staff, a maintenance shop, shipping and receiving office, mechanic break room, and material and equipment storage areas. The service building was constructed in 1974 as part of the original ferry terminal construction and is constructed, in general, of an insulated metal exterior wall panel system, metal stud interior walls, a concrete metal deck floor system, and a steel roof framing system with built-up roofing. The built-up roofing system is from the original construction and is at the end of its useful life.

In the 10-year capital plan included in the FY 24/25 Adopted Budget, a project was identified to rehabilitate the LFT Service Building, including the roof. It was anticipated that this project would be included in the FY 25/26 budget, however, leaks in the roof developed this winter necessitating that the roof rehabilitation project be moved forward in order to prevent further water damage and repairs to the interior of the building. It will take a few months to put together construction bid documents, advertise and award a construction project, and then additional time to complete the work. If the project does not commence until the beginning of the FY 25/26, the roof rehabilitation may not be completed prior to the next rainy season.

In order to rehabilitate the LFT Service Building roof prior to the next rainy season, minimize future water damage to the building, and keep the building in a state of good repair, staff recommends that a new project, Project #2546, *Larkspur Ferry Terminal Service Building Roof Rehabilitation*, be established in the FY 24/25 Ferry Division Capital Budget in the amount of \$800,000.

**Fiscal Impact**

Approval of this item will add Project #2546, *Larkspur Ferry Terminal Service Building Roof Rehabilitation*, to the FY 24/25 Ferry Division Capital Budget in the amount of \$800,000. The project will be funded with \$800,000 (100%) District Funds.