



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Public Health  
**Department No.:** 041  
**For Agenda Of:** April 19, 2016  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Takashi M. Wada, Director and Health Officer, Public Health  
Director(s) Department  
Contact Info: Dan Reid, Assistant Deputy Director, 681-5173

**SUBJECT: Machado Environmental Corporation Agreement**

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management  
As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors consider the following recommendations:

- a) Find, in accordance with government code §31000, that the County does not have employee resources to complete the air vent and duct cleaning maintenance and that the County's economic interest are served by the attached contract;
- b) Approve and authorize the chair to execute a Professional Services Agreement with Machado Environmental Corporation (Attachment A) to provide cleaning and maintenance of the heating, ventilation and air conditioning system for Building 4 at the Calle Real Campus in an amount not to exceed \$165,188, for the period of April 19, 2016 through December 31, 2016.
- c) Approve budget revision request BJE 0004377 (Attachment B) to transfer appropriation in the Health Care Special Revenue Fund from Salaries and Benefits to Services and Supplies.
- d) Determine that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guideline Section 15301, as it involves the maintenance of existing public structures that will result in no or negligible expansion of existing use.

**Summary Text:**

This item is for a service agreement to clean and perform maintenance on the Heating, Ventilation and Air Conditioning (HVAC) system of the three story County facility known as Building 4 located at 345 Camino del Remedio in Santa Barbara. The services include repair of damaged areas along with

application of sealant materials to the interior insulation in the majority of the ductwork in the building to reduce further deterioration.

**Background:**

Building 4 located on the Calle Real campus is part of the original County Hospital system. Many elements of the HVAC system are older and have suffered from a lack of maintenance. Recently elements of the insulation located in the interior of the HVAC ductwork have been deteriorating and separating. The Machado Environmental Corporation has experience and expertise in working with older systems. This service will clean and remove the deteriorating insulation as well as better insulate the exterior of the HVAC and apply a sealant to those areas of the system with remaining interior insulation to prevent further deterioration. Public exigency for this required work will not permit a delay that would result from competitive solicitation. A copy of the agreement and description of the services is provided with this Board Letter.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State	\$ 41,298.00		\$ 41,298.00
Federal	\$ 123,890.00		\$ 123,890.00
Fees			
Other:			
Total	\$ 165,188.00	\$ -	\$ 165,188.00

The funding for this project is from salary savings. The attached budget revision number 0004377 will transfer appropriations in the amount of \$165,188 from salary savings (non-general funds) to the Special Projects line item in Services and Supplies for necessary HVAC air vent and duct cleaning at the Santa Barbara Health Care Center.

**Key Contract Risks:**

The Department has a long-standing relationship with the company on similar projects. In addition, not moving forward with the agreement at this point in time will lead to further deterioration of the system, loss of efficiency and need for additional clean-up activities in the building and ductwork.

**Staffing Impacts:**

N/A

**Special Instructions:**

Please execute two (2) originals of the Machado Environmental Corporation Agreement and retain one (1) original Agreement and one (1) Minute Order for pick-up by the department. Please email [phdcu@sbcphd.org](mailto:phdcu@sbcphd.org) when available for pickup.

**Attachments:**

- A. Machado Environmental Corporation Agreement
- B. Budget Revision Request number 0004377

**Authored by:**

Dan Reid, Assistant Deputy Director, Public Health Department