



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: Fire
Department No.: 031
For Agenda Of: December 9, 2025
Placement: Administrative Agenda
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Dept. Director(s): Mark Hartwig, Fire Chief/Fire Warden
Contact: Garrett Huff, Deputy Chief of Emergency Services
SUBJECT: Agreement for Services of Independent Contractor with Brandt VX, LLC for Professional Services for the Regional Fire Communications Center

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:

- a) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor between the County of Santa Barbara and Brandt VX, LLC, for specialized professional services, for a term beginning December 9, 2025, and ending no later than November 30, 2030, in an amount not to exceed \$1,366,572, including contingencies of \$124,234;
- b) Approve and authorize the Fire Chief, or designee, to make immaterial amendments in accordance with the Agreement; and
- c) Determine that the recommended actions are not a project under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(5), finding that the actions consist of administrative activities of government that will not result in direct or indirect physical changes in the environment.

Summary Text:

The recommended action before the Board is to approve an agreement with Brandt VX, LLC, to provide specialized professional services to the Santa Barbara County Fire Department, specifically for the Regional Fire Communications Center (RFCC). The agreement has a maximum not-to-exceed amount of \$1,366,572, including contingencies of \$124,234, and a term that extends through November 30, 2030. Approval will ensure continuity of services necessary to support dispatch operations, including ambulance System Status Management dispatching, partner agency billing, and other specialized analytics. Without this agreement, the Department would lack the external expertise required to accomplish these objectives.

Discussion:

The Fire Department requires outside expertise to support ongoing operational and administrative needs that cannot be fully performed with in-house resources. Brandt VX, LLC, has demonstrated the specialized skills and capacity to meet these requirements. The proposed contract term runs from December 7, 2025, through November 30, 2030. This is a professional services agreement that establishes clear deliverables, reporting, and compliance obligations.

Background:

Prior engagements with Brandt VX, LLC have been satisfactory, and the firm has successfully delivered on performance standards. Specifically, the contractor has provided critical services in support of the RFCC, including Ambulance System Status Management, partner agency billing functions, and other specialized applications essential to daily operations. This product is currently in use at the RFCC, and a change in vendors would require a complete recreation and redevelopment of all associated software systems. Given its integral role in system functionality, this solution is considered a priority and non-transferable.

Performance Measure:

The Contractor will provide timely and professional services as described in Exhibit A. These services will be delivered in a manner consistent with industry standards and the needs of the Fire Department. The Department will monitor performance through designated representatives and evaluate contractor invoices against deliverables.

Contract Renewals:

Brandt VX, LLC has provided specialized software and support services for the RFCC since its launch. Their work has included maintaining and operating the Ambulance System Status Management platform, as well as partner agency billing systems and other specialized applications essential to daily operations. Their performance expectations have consistently been met, including reliable software availability, timely updates, and responsive technical support that ensured uninterrupted dispatch and billing functions.

There was no competitive bid process for this contract due to the proprietary and non-transferable nature of the RFCC software. The system is already embedded in operations, and a vendor change would require complete redevelopment of all software, resulting in service disruption and significant cost.

While Brandt VX previously supported the RFCC through a series of smaller projects critical to building and stabilizing the system, this contract represents a larger, long-term agreement that secures the continuity, reliability, and ongoing development of the RFCC's technology infrastructure.

As required for technology projects exceeding \$50,000, the Executive Information Technology Council (EITC) has reviewed and approved this project.

There are no identified risks or concerns with the contract language. The agreement includes clear deliverables, audit provisions, and performance monitoring through the Fire Department's designated representative.

Expected performance outcomes under the new agreement include:

1. Continued reliable operation of Ambulance System Status Management and associated RFCC applications.
2. Ongoing partner billing functionality to ensure accuracy and accountability across agencies.
3. Regular software updates and maintenance to ensure compatibility with dispatch systems and operational readiness.
4. Timely response to service requests and technical issues.

Fiscal and Facilities Impacts:

The Agreement provides for total compensation of \$1,242,338, plus a 10% contingency of \$124,234, not to exceed \$1,366,572. Costs will be funded through the Fire District/RFCC budget. Sufficient appropriations are included in the FY 2025-26 Adopted Budget; therefore, no budget revision is needed. Costs for future years will be requested in subsequent budgets, subject to Board approval. The contract will be billed back annually to the RFCC partners as part of the agreement, with a 3% annual increase applied. There is no impact on the General Fund.

The table below identifies the funding sources for the contract, which includes the 10% contingencies. The contingency provides flexibility for unforeseen cost increases, such as changes in service levels or unanticipated operational needs. By budgeting the contingency annually, Fire ensures that each year's appropriation is sufficient to cover potential fluctuations without requiring additional Board action mid-year. Any unused contingency funds will remain unspent and will only be utilized if necessary. Fiscal Years 2025–26 and 2030–31 are prorated to reflect seven months and five months of contract costs, respectively.

Fiscal Analysis:

Funding Source	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	Total
General Fund							
State							
Federal							
Fees							
Fire District	\$150,150	\$261,905	\$269,762	\$277,854	\$286,190	\$120,711	\$1,366,572
Total	\$150,150	\$261,905	\$269,762	\$277,854	\$286,190	\$120,711	\$1,366,572

Special Instructions:

Please return one fully executed original agreement to the Fire Department, Attention: Deputy Fire Chief Garrett Huff, 4410 Cathedral Oaks Road, Santa Barbara, CA 93110.

Attachments:

Attachment A – Agreement for Services of Independent Contractor with Brandt VX, LLC

Authored by:

Garrett Huff
Deputy Fire Chief of Emergency Services
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