



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

BOARD OF SUPERVISORS AGENDA LETTER

Department Name:

Public Works

Department Number:

054

Agenda Date:

July 07, 2026

Placement:

Administrative Agenda

Estimated Time:

N/A

Continued Item:

No

If Yes, date from:

N/A

Vote Required:

Majority

TO: Board of Supervisors

FROM: Department Director(s): Chris Sneddon, P.E., Public Works Director

^{DS}
CS

CONTACT: Jeanette Gonzles-Knight, P.E., Deputy Director

^{DS}
JGK

SUBJECT: Agreement for Services of Independent Contractor with Laurel Labor Services, Inc. of Santa Maria to Provide On-Call Casual Labor; First, Second and Third Supervisorial Districts

Concurrences:

County Counsel Concurrence:

As to form: Yes

Auditor-Controller Concurrence:

As to form: Yes

Other Concurrence:

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair to execute the attached Agreement for Services of Independent Contractor with Laurel Labor Services, Inc. (a local vendor) for services to provide on-call casual labor at County operated Resource Recovery and Waste Management

facilities, with a term date of July 1, 2026 to June 30, 2027; and contract not-to-exceed amount of \$369,700; and

- b) Determine that the above-recommended actions are exempt from the provisions of the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15301 because it consists of ongoing operation and maintenance of the existing County-operated waste management facilities involving negligible or no expansion of use beyond that which presently exists.

Summary Text:

This item is on the agenda in order to approve and authorize a County Board Contract with Laurel Labor Services, Inc. The Resource Recovery and Waste Management Division (RRWMD) of Public Works Department (PWD) utilizes casual labor crews at the County operated RRWMD facilities to support staff when collecting wind-blown litter during severe weather conditions and to enhance the recovery of recyclable materials. These labor crews also assist the RRWMD in the sorting and recycling of green waste and construction and demolition materials. The work schedules vary depending on weather conditions, the seasonal flow of materials, and recyclable material markets.

Discussion:

For over ten years the Tajiguas Landfill, Santa Ynez Valley Recycling and Transfer Station, South Coast Recycling and Transfer Station, and other County operated RRWMD facilities have used on-call contracted labor to aid in the abatement of litter as well as sorting and recycling of construction and demolition material. In January 2025, RRWMD staff issued a Request for Proposals in accordance with the County's standard procurement practices and received a single proposal from Leadpoint Business Services, LLC, which was subsequently withdrawn. Staff then entered into negotiations with Laurel Labor Services, Inc. for on-call casual labor due to the firm's extensive institutional knowledge of RRWMD facilities and operations, demonstrated ability to support RRWMD's diversion goals, and exceptional safety performance.

Contracted labor is used on an on-call basis to collect wind-blown litter and meet regulatory requirements for diversion of materials away from the Tajiguas Landfill. Permit conditions require the prompt collection/retrieval of wind-blown litter and using supplemental labor is more cost effective than adding permanent positions that would not be needed on a year-round basis.

An average of seven (7) on-call laborers and three (3) supervisors was estimated to create a budget for this agreement and reflects a practical balance between operational needs, regulatory compliance, diversion performance objectives, seasonal demand patterns, weather-related impacts, and responsible fiscal management. The agreement allows for anywhere from zero (0) to twenty (20) on-call laborers and three (3) supervisors to be utilized on any given day. The staffing level is intentionally sized based on historical operating data, with one (1) supervisor and two (2) to three (3) laborers distributed across three (3) operating sites.

Background:

In addition to litter abatement, the labor crews manually sort construction and demolition debris for recycling, thus diverting these materials from the landfill. They also sort and clean curbside collected green waste and self-haul green waste which is then ground into a mulch product for

beneficial distribution to customers. The majority of the mulch is distributed to orchard and agricultural businesses, City of Santa Barbara water customers under the Water Wise Program, and is available for free pick up to all Santa Barbara County residents at the South Coast Recycling and Transfer Station and Santa Ynez Recycling and Transfer Station. A portion of the mulch material is also used by the Resource Recovery and Waste Management facilities for landscaping and erosion control purposes. Extra labor is used to spread the mulch used for landscaping and erosion control. Due to the seasonal nature of the Green Waste Program, as well as the recyclable market variability using supplemental labor is more cost effective than adding permanent positions that would not be needed on a year-round basis.

Approval of the contract is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines section 15301 (maintenance of existing facilities). Separate CEQA documents have been prepared for the waste management facilities using the casual labor services being recommended for approval.

Performance Measure:

The primary objective of this contract is to secure reliable casual labor and supervisory personnel to support daily operations, recycling diversion, and environmental compliance and litter mitigation across various County solid waste facilities. The critical outcomes and workload accomplishments include meeting and addressing any areas of concern in Local Enforcement Agency inspection reports prior to the escalation of violations being issued.

The contract incorporates several built-in cost-control mechanism measures to maximize fiscal and operational efficiency:

- **Fixed Total Fiscal Cap:** Contract expenditures are strictly capped at a total "not to exceed" amount of \$369,700 for the contract term (July 1, 2026, through June 30, 2027).
- **Overtime Cost Controls:** The contractor is solely responsible for scheduling personnel to ensure that no employee overtime is charged to the County for regularly scheduled six-day work weeks. Any necessary operational overtime past 8 daily hours requires explicit, advance authorization by a County site supervisor.
- **Fixed Hourly Billing Rates:** Services are billed at predictable, contractually defined hourly rates inclusive of a 50% contractor overhead markup.
- **Performance-Based Payments:** Invoices are only eligible for payment net-30 days following a quality evaluation and determination of "satisfactory performance" by the Public Works Department's Designated Representative.

Contract Renewals

Laurel Labor Services, Inc. is an established local contractor based in Santa Maria who has provided on-call casual labor services to the Resource Recovery and Waste Management Division since March 2022 under Board Contract BC21246. In anticipation of the contract's expiration, RRWMD staff formally issued a Request for Proposals in January 2025 for casual labor services in accordance with standard County practices. Only one proposal was received but was subsequently rescinded. Because no other viable competitive bids remained, RRWMD staff engaged the incumbent vendor, Laurel Labor Services, Inc., to negotiate the terms of a Second Amendment to Board Contract BC21246 to ensure uninterrupted service. This new Agreement structured for a one-year term (from July 1, 2026, through June 30, 2027) serves as a deliberate strategic buffer for the RRWMD,

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giving staff the necessary time to refine the scope, re-engage the commercial labor market, and re-bid the project competitively during the current fiscal year without locking the County into a multi-year commitment with a single negotiated vendor.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Costs for this Agreement are included in the RRWMD Enterprise Fund 1930 FY 26/27 Recommended budget in Spend Category SC-7460, Programs PG-0541101, PG-0541133, PG-0541200, PG-0541301, and PG-0541860. There is no impact to the General Fund.

Funding Source	FY 26/27	Total
Enterprise Fund	\$369,700	\$369,700
Total	\$369,700	\$369,700

Special Instructions:

Please forward a copy of the executed Agreement and Minute Order to:

- Juliette Mudge, Public Works Department, Resource Recovery and Waste Management Division, AOP II at mudgej@countyofsb.org

Following Board approval, please post the Notice of Exemption and forward a stamped copy to Public Works RRWMD, Attn: John Viggianelli

Attachments:

Attachment A – Agreement for Services of Independent Contractor with Laurel Labor Services, Inc. (*Signature Needed*)

Attachment B – Notice of Exemption

Contact Information:

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