



**BOARD OF SUPERVISORS  
AGENDA LETTER**

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

**Agenda Number:**

**Submitted on:**  
**(COB Stamp)**

**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** April 21, 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): Kirk Lagerquist  
Contact: Jeffrey Patton, Assistant Director  
**SUBJECT:** Santa Barbara Main Jail IRC Expansion & ADA Improvements Project – Escrow Account in lieu of Retention; Project No. 20041, Second Supervisorial District

DocuSigned by:  
*Kirk Lagerquist*  
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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence\* Risk Management:**

As to form: Yes

**Recommended Actions:**

- a) Approve an Escrow Agreement (Agreement) for security deposits in lieu of retention in accordance with Section 22300 of the California Public Contract Code for the Santa Barbara Main Jail Intake and Reception Center Expansion (IRC) & ADA Improvements construction project; and
- b) Authorize the Director of General Services to execute the Agreement; and
- c) Find that the above actions do not require changes to the Notice of Exemption (GS-030624-20041-0001) for the Project, which was adopted by the Board for this project on March 6, 2024.

**Summary Text:**

This item is on the agenda to request approval and execution of an escrow agreement in lieu of retention for the Santa Barbara Main Jail IRC Expansion & ADA Improvements construction project, Project No. 20041 (Project). Section 22300 of the California Public Contract Code allows contractors to deposit securities with an escrow agent as a substitute for retention earnings required to be

withheld by the County pursuant to the construction contract with ProWest PCM, Inc. dba ProWest Constructors (Contractor) for the Project, which was approved by the Board on January 13, 2026.

**Background:**

The 5% retentions earned will be withheld by the County (Owner) and paid directly to the Escrow Agent, Commercial Bank of California, who will hold these payments for the benefit of the Contractor until the escrow created under this contract is terminated. The Contractor is responsible for paying all fees incurred by the Escrow Agent to administer the Escrow Account. Interest earned on the money market accounts held in escrow and all interest earned on that interest is specifically for the Contractor. The Contractor has the right to withdraw all or any part of the principal in the Escrow Account by written notice to the Escrow Agent. This notice must be accompanied by written authorization from the County to the Escrow Agent providing consent to the withdrawal of the amount requested by the Contractor.

**California Environmental Quality Act (CEQA) Documentation:**

The above actions do not require changes to the Notice of Exemption (GS-030624-20041-0001) for the Project, which was adopted by the Board on March 6, 2024.

**Fiscal and Facilities Impacts:**

Budgeted: N/A

**Special Instructions:**

Please email the following items to Fernando Orta in the General Services Department, [forta@countyofsb.org](mailto:forta@countyofsb.org);

- 1) One (1) copy of the Minute Order
- 2) One (1) copy of executed Escrow Agreement

**Attachments:**

**Attachment A** – Escrow Agreement for Security Deposits in Lieu of Retention for County Project No. 20041

**Contact Information:**

Fernando Orta  
Contract Project Manager, General Services – Capital Projects  
[forta@countyofsb.org](mailto:forta@countyofsb.org)