



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: General Services
Department No.: 063
For Agenda Of: April 5, 2022
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: 4/5th

TO: Board of Supervisors

FROM: Department Janette D. Pell, Director (805) 560-1011
Director(s)
Contact Info: Patrick Zuroske, Assistant Director (805) 568-3096

SUBJECT: Santa Barbara and Santa Maria Administration Buildings – Security Improvements;
District 1 and 4; Project No. 21051

County Counsel Concurrence

As to form: Yes

Other Concurrence: CEO

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions: It is recommended that the Board of Supervisors:

- a) Approve the Santa Barbara and Santa Maria Administration Building Security Upgrades Project;
- b) Approve Budget Revision Request No. 0008138 in the amount of \$450,000, to establish an appropriation from the General Fund General County Programs of \$100,000 to provide a portion of the funds needed for physical security improvements at the Santa Barbara and Santa Maria Administration Buildings and to re-assign \$350,000 of budgeted Capital Outlay funding available from completed or deferred projects for the balance needed; and
- c) Determine that the proposed actions are exempt under the California Environmental Quality Act (CEQA) pursuant to sections 15301, subdivisions (a) and (f) of the CEQA Guidelines, because the project is a minor alteration to a public structure involving negligible or no expansion of existing or former use and involves safety protection devices for use in conjunction with existing structures; and direct staff to file a Notice of Exemption on that basis.

Summary Text:

Approval of this item will allow staff to make needed physical security improvements to the Santa Barbara Administration Building located at 105 East Anapamu St. Santa Barbara, CA 93101 and the Santa Maria Administration Building located at 511 East Lakeside Parkway, Santa Maria, CA 93455. In accordance with the authority granted to the General Services Director on December 14, 2021 to award repair,

remodeling, or other repetitive work eligible for job order contracting approved pursuant to a Budget Revisions Request, General Services will engage a Job Order Contracting (JOC) contractor to provide physical improvements to a pre-defined scope of work that will control building access. Once the physical improvements are complete, General Services will implement a visitor management process to include walk through metal detectors and X-Ray Inspection Systems.

Background:

General Services in consultation with their physical security coordinator has been reviewing the physical security posture at the Santa Barbara and Santa Maria Administration Buildings. Several security improvement opportunities were identified and General Services has developed a plan to implement security improvements needed to manage access and to provide security screening at strategic entry points. These security improvements are the next logical step to help ensure the continuity of government operations and help to safeguard the public and County staff while attending public functions at the County Administration Buildings in Santa Maria and Santa Barbara.

Project completion is expected to occur approximately 14 weeks after Board approval of the recommended actions. Screening Systems training for County staff and security awareness training will be initiated prior to July 1, 2022. The supply chain environment could impact the overall project duration and the staff training timeline.

Fiscal and Facilities Impacts:

Budgeted: The attached Budget Revision Request (BJE 0008138) (Attachment 1) will provide one-time funding from the General Fund and the Capital Outlay Fund for necessary physical security improvements being made in the Santa Barbara Administration Building and the Santa Maria Administration Building.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY 2021-22</u>		<u>Annualized</u>	<u>Total One-Time</u>
	<u>Cost:</u>		<u>On-going Cost:</u>	<u>Project Cost</u>
General Fund	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
Capital Outlay Fund - Completed Projects	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00
Capital Outlay Fund - Deferred Projects	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
Capital Outlay Fund - Other Available Funding	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
Total	\$ 450,000.00	\$ -	\$ -	\$ 450,000.00

Narrative: The costs for the physical security enhancements will be funded with one-time funds from General County Program General Fund dollars in the amount of \$100,000, and with one-time Capital Outlay funds in the amount of \$65,000 available from completed security project balances, \$250,000 from projects funded this fiscal year that will be deferred to next fiscal year, and \$35,000 of additional countywide security funding not yet allocated to specific projects this fiscal year, for a total of \$450,000. The existing security contract will be enhanced to add security staffing to support the physical security enhancements, for an ongoing cost of \$180,000 annually beginning in FY 2022-23. These costs, and related ongoing funding, will be incorporated into the recommended FY 2022-23 budget using General Fund sources.

Staffing Impacts: None

Special Instructions:

None

Attachments:

Attachment 1: Budget Revision Request (BJE 0008138)

Attachment 2: CEQA Notice of Exemption

Authored by:

Shane Mahan, General Services – Capital Projects