



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

Submitted on:
(COB Stamp)

Department Name: General Services
Department No.: 063
Agenda Date: November18, 2025
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, Director
Contact: John Green, Assistant Director
SUBJECT: Amendment No. 1 to Professional Services Agreement for Project No. 22024-Santa Barbara Veterans Memorial Building Seismic and HVAC Upgrade Project

DocuSigned by:
Kirk Lagerquist
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County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- Approve and authorize the Chair to execute Amendment No. 1 to the Professional Services Agreement with A3 Engineering, LLP of Los Angeles, CA, to correct the maximum aggregate amount of the contract from \$239,780 to \$269,780 (a total increase of \$30,000) to match the original cost proposal for a Maximum Compensation Limit of \$293,758 for the Santa Barbara Veterans Memorial Building Seismic and HVAC Upgrades Project, County Project 22024 in the First Supervisorial District.
- Continue to find that the proposed action(s) do not constitute a project within the meaning of CEQA, pursuant to 14 CCR 15378(b)(5), Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment and approve the filing of a Notice of Exemption on that basis.

Summary Text:

General Services seeks approval for an amendment to the existing professional services agreement with A3 Engineering which provides an assessment of the site conditions and recommendations, construction bidding documents, including phased design plans, construction cost estimates, specifications and construction oversight. The current contract will expire on June 25, 2026. The proposed Amendment No. 1 would correct the contract to match the original cost proposal,

increasing the base contract amount from \$239,780 to \$269,780, with a supplemental services allowance not to exceed \$23,978, for a total maximum aggregate compensation limit of \$293,758. The original contract excluded a cost for an environmental task that was identified as part of the scope of the RFP. The original board letter included costs from the original proposal instead of the updated cost proposal.

The budget for this professional service agreement is included in the FY 2025-2026 Capital Outlay Fund (Fund 0030) Budget

Background:

Historically, Veterans Memorial Buildings were built throughout the 1920s and 1930s, in dedication to those who fought in World War One. The Santa Barbara Veterans Memorial Building was constructed in 1927 and is a City Landmark on the National Register of Historic Structures. The site is approximately 0.48 acres and is located on Santa Barbara's waterfront. The facility serves as an important community resource for veterans, non-profit groups and other residents.

The facility has been under County ownership for many decades and is under daily management by the Community Services Department's Parks Division. The HVAC systems located within the facility are reaching, or are beyond, their useful life and require upgrade or complete replacement. Currently, the main ballroom does not have air conditioning, which limits the possible programming of the space. Due to the age and configuration of the facility, the project will require a structural assessment specific to the HVAC system replacement to ensure that all improvements can be supported and meet applicable seismic and structural codes. Additionally, the second floor Coastal Room was previously modified and two roof columns were removed and the grade beam modified. The structural analysis portion of the project will require assessment of this element and recommendations and plans to address this condition, if required. The project will also require the electrical system within the facility to be evaluated and improvements proposed to support the current operations as well as upgrades included in the project scope to support the proposed HVAC systems.

On January 23, 2024, General Services (GS) solicited proposals for architectural, engineering and environmental services for the energy, electrical and structural upgrades to the Santa Barbara Veterans Memorial Building. On March 5, 2024, General Services received two proposals, both of which were evaluated according to the Qualifications Based Selection (QBS) process outlined in the Request for Qualifications/Proposal (RFQ/P). A review committee consisting of GS Capital Division and Community Services staff conducted the review and scoring process and coordinated consultant interviews. A3 Engineering was determined to be the most qualified firm, and the Board approved their contract on June 25, 2024.

Fiscal and Facilities Impacts:

This correction to the contract has no impact to the FY 2025-26 project budget. The total design services Agreement with A3 Engineering, including a Supplemental Service Allowance, amounts to \$293,758.00. Funding to begin this phase of the Project for the HVAC upgrades and structural improvements, was allocated from the General Fund, General County Programs Department 990, in the FY 2024-25 Approved Budget in the amount of \$750,000.00. The Santa Barbara Veterans Memorial Building was also awarded a \$1.3 million Federal Housing and Urban Development Grant for seismic and safety upgrades, which was made available by Congress through the Economic

Development Initiative. Funds are available to reimburse costs to date and must be fully expended by September 30, 2030.

Funds for this project are budgeted in the Capital Outlay Fund 0030, Project 22024, for the Santa Barbara Veterans Memorial Building System and Safety Upgrades project. The design activities began in FY 2024-25 and will continue into FY 2025-26.

Fiscal Analysis:

Funding Source- A3 Engineering w/Amendment 1	FY 2024-2025	FY 2025-2026	FY [<i>fiscal year 3</i>]	Total
General Fund	\$184,280	\$109,478		\$293,758
Total	\$184,280	\$109,478		\$293,758

Special Instructions:

Provide one original of the Amendment No. 1 with A3 Engineering, LLP and a Minute Order to Danielle Chanley, General Services Department.

Attachments:

Attachment A – Amendment No. 1 to the Professional Services Agreement with A3 Engineering, LLP for Santa Barbara Veterans Memorial Building HVAC and Structural Improvements and Electrical Upgrades

Attachment B – June 13, 2024 Original Professional Services Agreement with A3 Engineering, LLP for Santa Barbara Veterans Memorial Building HVAC and Structural Improvements and Electrical Upgrades

Contact Information:

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