



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: 12/11/07
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director(s) **Robert Nisbet, Director (568-1011)**
General Services Department
Contact Info: **Paddy Langlands, Asst. Director (568-3096)**
General Services Department

SUBJECT: **Contractor on Payroll (COP) Contract for Richard Whirty in the General Services, Support , Facilities Division.**

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions: That the Board of Supervisors approve the Professional Services Contract with Richard Whirty as Contractor on Payroll in the Facilities Division of General Services Department in the amount of \$160,757.00 for the two-year period from January 1, 2008 through December 31, 2009.

Summary Text:

General Services, Facilities Division currently has insufficient staff to meet the schedules of current and projected funded Capital Maintenance projects. Mr. Whirty was hired as an Extra-help employee to help out on a temporary basis but in order to adequately address the Capital Maintenance project requirements, this funded position needs to be filled with a full time person. Secondly this type of work is cyclical and does not warrant a full time regular position. To correct this, the hiring condition should be changed to "Contractor on Payroll".

Background:

The Capital Maintenance program has an annual budget for deferred projects of \$1,500,000. These projects are complex in technical aspect, design, specifications, bidding to Government Contract Code and general project management. This contract will ensure continuity in the many major, Capital Maintenance projects that are already in varying stages of progress as well as completing future projects as set out in the Capital Maintenance program. The position was originally held by the current County Facilities Manager who has attempted to meet the work load demands of both positions since May of 2006. The funding and budget for working off the increasing backlog of deferred capital maintenance projects, currently projected to run into at least 2014, varies from year to year, therefore it is advantageous for the County to fill the need with a Contractor on Payroll position. This Contract and any possible renewals are timed to terminate coinciding with the reduction in backlogged projects to a level that existing staff can handle.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund		80,378	160,755
State			
Federal			
Fees			
Existing program funds	40,189		
Total	40,189	80,378	160,755

Narrative:

The cost figures shown in the table above include an estimated \$35,165 to pay the County’s share of FICA, Medicare, Worker’s Comp and Unemployment Insurance, and Retirement; none of which is additional compensation to the Contractor. Total compensation to the Contractor, over a two year period, is \$125,590. Funds for this contract are available in Fund 0001, Department 063, Program 1225. Continuation of this contract beyond the current fiscal year is contingent on adequate funding in the Capital Maintenance program.

Staffing Impacts:

Legal Positions:

FTEs:

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Special Instructions:

After Board action, distribute as follows:
Original document to Boards Official File
Duplicate original document and minute order to Jack T. Williams, County Facilities Manager

Attachments:

Contract between County of Santa Barbara and Mr. Richard Whirty

Authored by:

Jack T. Williams, County Facilities Manager, tel. 568-2533