



**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:** October 14, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** General Services: Kirk Lagerquist, Director  
Contact Info: John Green, Assistant Director

DocuSigned by:  
*Kirk Lagerquist*  
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**SUBJECT:** First Amendment to Master Service Agreement with PowerFlex Systems, LLC

**County Counsel Concurrence**

As to form: ☒ Yes

**Other Concurrence:** Risk Management and County  
Executive Office

As to form: ☒ Yes

**Auditor-Controller Concurrence**

As to form: ☒ Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute the attached First Amendment to Master Service Agreement with PowerFlex Systems, LLC for electric vehicle charging stations and services of independent contractor, increasing the not to exceed amount by \$4,000,000 for an amended maximum aggregate contract amount of \$5,000,000; and
- b) Authorize the General Services Director or Assistant Director designee the ability to amend Attachment B-1 and modify the rates set forth therein; and
- c) Determine pursuant to CEQA Guidelines: 15378(b)(5) that the above fiscal activity is not a project subject to the California Environmental Quality Act. It is an administrative activity of government that will not result in direct or indirect physical changes in the environment (majority vote).

**Summary Text:**

The recommended Board actions will approve the First Amendment (“Amendment”) to Master Service Agreement (“MSA”) with PowerFlex Systems, LLC for electric vehicle charging stations and services of independent contractor. The Amendment includes an expanded statement of work and lists the necessary equipment to fulfil current California Energy Commission grant requirements, which will be the primary funding source for the County’s installation of electric vehicle charging ports over the next three years.

**Discussion:**

This item is before the Board to amend the MSA with PowerFlex Systems, LLC to allow procurement of up to 350 EV charging stations, ancillary equipment, and related software (“EV Chargers”) to support the adoption of Zero Emission Vehicles (“ZEVs”) in the County vehicle fleet, meet the Advanced Clean Fleet regulatory requirements, and implement the Charging Infrastructure for Government Fleets Grant (“CEC Grant”).

The recently awarded CEC Grant will enable the County to accelerate its electric transition for its Light Duty Vehicle (“LDV”) fleet, and increase EV Chargers availability for County fleet, employee, and public use by funding an additional 114 Level 2 charging ports and 36 Level 3 DCFC ports that would not otherwise be funded. The County will utilize all EV Chargers funded by this Grant for its LDV ZEV fleet. The County will utilize the 36 DCFC ports to quickly charge vehicles in its light-duty fleet, especially during emergencies such as floods and wildfires.

**Background:**

In 2013, the County began installing EV charging equipment at various locations around the County. Through a competitive bid selection process in 2020, PowerFlex was selected for the first round of 127 EV Charger installations, separate from the current MSA. The MSA with PowerFlex Systems, LLC was signed in June of 2023.

To support the ZEVs that will be purchased over the next 2 to 5 years, a survey was conducted to determine where such vehicles will be “domiciled” each night. It was determined that approximately 120 to 180 additional EV Chargers will be needed at various locations throughout the County to support charging for such vehicles. 150 ports will be installed over the next three years through the CEC Grant with another 20-50 chargers at additional locations, such as the Regional Fire Communications Center and Probation Headquarters. At many of the County EV charging locations, several chargers are available for public and County employee use.

The current MSA allowed the County to standardize its charging infrastructure for its vehicle fleet and provided a framework for future expansion. Since the implementation of the MSA, the County has purchased and installed an additional 124 charging ports at 18 sites. This Amendment will allow the County to procure up to an additional 226 charging ports as well as the equipment and software to support additional chargers.

The CEC grant funds an additional 150 chargers. We will then still have capacity with the MSA to purchase another 76 chargers through other funding sources, if needed and should funding become available.

**Fiscal and Facilities Impacts:**

The increase of \$4,000,000.00 to this MSA is primarily needed to allow the EV Infrastructure that will be funded with the CEC Government Fleets Grant to be purchased under this Agreement. Work Orders for individual projects will be brought to the Board for approval, as well as any Budget Revisions that may be needed to account for the CEC Government Fleets Grant revenue funding the EV Charging Stations purchased under this Agreement.

Each Work Order shall set forth (a) the maximum aggregate dollar amount of payments payable, (b) the time of performance of Services, and (c) the number of EV Charging Stations to be delivered. No Work Order shall be effective unless and until approved by the Board of Supervisors.

Annualized on-going costs for software and support services for the equipment purchased under this MSA is \$210 per charging port, or \$31,500 per year. This fee will increase by no more than 3% per year. Maintenance fees for each charging port are estimated at \$150 per year, or \$22,500 for 150 charging ports. These on-going costs will be accounted for in the Fleet Internal Service Fund and incorporated into the rates charged to the users of the infrastructure.

**Special Instructions:**

Provide two originals of the Amendment with PowerFlex Systems, LLC and a Minute Order to Brandon Kaysen, 260 N. San Antonio Rd. and email a copy to [bkaysen@countyofsb.org](mailto:bkaysen@countyofsb.org).

**Attachments:**

**Attachment A** – Master Service Agreement Amendment No. 1

**Attachment B** – Original Master Service Agreement with PowerFlex Systems, LLC

**Authored by:**

Brandon Kaysen  
Energy Manager

[bkaysen@countyofsb.org](mailto:bkaysen@countyofsb.org)