

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



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

**Agenda Number:**  
**Prepared on:** 11/17/03  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** 12/09/03  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** Ronald S. Cortez, Director  
General Services Department  
**STAFF  
CONTACT:** Jack T. Williams 568-2533  
**SUBJECT:** Jail NW Wing HVAC Replacement  
Project No. J03015

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**Recommendation(s):**

That the Board of Supervisors:

- A. Authorize the Chair to award and execute the Construction Agreement with the lowest qualified bidder, Smith Electric Service, a local vendor, for the Jail NW Wing HVAC Replacement Project No. J03015, in the amount of \$267,947.00 subject to the provisions of the documents and certifications as set forth in the plans and specifications, and as required by California Law.
- B. Authorize the Director of General Services to approve change orders in the aggregate amount of 10% of the contract amount.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No. 2 Ensure the Public Health and Safety and Provide Essential Infrastructure.

**Executive Summary and Discussion:**

The existing HVAC units on the roof of the Jail are in extremely poor condition and subject to frequent breakdown. In addition these units are no longer manufactured and parts are becoming difficult to acquire.

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It is considered prudent to replace these units before a complete breakdown occurs, subjecting the County to potential lawsuits by inmates and sanctions by State agencies.

**Mandates and Service Levels:**

No change in programs or service levels.

**Fiscal and Facilities Impacts:**

The Jail HVAC Replacement project is included in the Five Year Deferred Maintenance (formerly Capital Improvement) Plan dated July 1, 2000 – June 30, 2005. Funds for this project have been appropriated and are available in Fund 0001, Dept. 063, Program 1225, Account 7671, Project J03015. It is shown in the adopted Santa Barbara County Department Summary as *Capital Improvements* on page D-342.

**Special Instructions:**

Please send the fully executed duplicate original contract and a copy of the Minute Order to Jack T. Williams, Facilities Services Division, Courthouse Annex, 2<sup>nd</sup> Floor.

**Concurrence:**

County Counsel  
Auditor-Controller  
Risk Management