



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: Sheriff  
Department No.: 032  
For Agenda Of: August 19, 2025  
Placement: Administrative  
Estimated Time: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Bill Brown, Sheriff-Coroner  
Directors:  
Contact Info: Jeff Greene, Lieutenant, County Air Support Unit (805-686-5029)  
**SUBJECT: Agreement with Rotorcraft Support Inc. for Maintenance and Repair of County Air Support Aircraft**

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Purchasing, Risk Management, County

Fire

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute and ratify an agreement for maintenance of County Air Support Unit aircraft with Rotorcraft Support Inc, a County-authorized vendor for the term of June 1, 2025, through June 30, 2028. This Agreement converts a Purchase Order to a Board Contract and increases funding by \$3,600,000, for a revised total maximum contract amount not to exceed \$3,800,000, inclusive of \$200,000 under Purchase Order CN12418 but which otherwise cancels, nullifies, and supersedes Purchase Order CN12418; and
- b) Determine pursuant to CEQA Guidelines 15738(b)(5) that the actions are not a project subject to CEQA review, because it is a government administrative activity that does not result in direct or indirect physical changes to the environment.

**Summary Text:**

The Sheriff's Office requests your Board approve an agreement for services with Rotorcraft Support Inc. (Rotorcraft) in an amount not to exceed \$3,800,000 for the period of June 1, 2025, through June 30, 2028, to conduct routine service and maintenance on all County Air Support Unit (ASU) aircraft.

**Discussion:**

The Sheriff's Office has previously contracted with multiple vendors for inspections, maintenance, and upgrade services of the County's ASU aircraft, including Rotorcraft and others. Santa Barbara County currently has a one-year service contract with Rotorcraft for the inspection, maintenance, and upgrade services of County ASU aircraft in the amount of \$200,000. In previous years the County also maintained a \$500,000 annual contract for aircraft maintenance services, which recently expired. This consolidation of purchasing authority is requested due to limited aviation service centers in the local area, as Arista Aviation Services, LLC has terminated its services on the west coast and closed the Santa Maria location. Rotorcraft is an authorized Bell Helicopter Service Center and has provided maintenance on County aircraft in the past. The requested contract with Rotorcraft for \$3,800,000 will fulfill the maintenance needs of the ASU for a 3-year period. This contract will add maintenance scheduling opportunities for the County, providing increased access that will quickly bring County ASU aircraft back to service and mission ready for search and rescue, law enforcement, medical transport, and fire response.

**Background:**

The Sheriff's Office and the County Fire Department maintain several helicopters and a fixed wing aircraft as part of the inventory within the County ASU. These aircraft are used for various missions including law enforcement patrol functions, firefighting, rescues, searching for lost persons, vehicle pursuits, and other public safety requirements.

As part of federal regulations and the ASU's policy, each aircraft is required to receive an annual maintenance inspection by an authorized aircraft mechanic. During these annual inspections, parts are replaced if they have been "timed out" or need repair. Additionally, sometimes systems fail, and aircraft are sent for service prior to the annual inspection. Due to the complexity of some of the requirements, the County ASU has previously maintained service contracts with several aircraft maintenance facilities including Rotorcraft, Pac West, Arista, and Seaview Aviation. The determination to use each County-authorized vendor has depended on the service specialty needed, and the scheduling of aircraft servicing based on each vendor's workload. At times, depending on the vendors' availability for service of the aircraft, one vendor has been used more than others, causing the potential need to exceed the individual service contract maximum amounts. Most of the time when County ASU aircraft are sent for service, it takes several weeks to a few months to complete the service, and the service needs to be timed with the vendor's ability to complete repairs and maintenance in a timely matter. In the past, all the above aircraft maintenance facilities were used in the same year.

County Fire ASU managers and CFAO Brunick were consulted and have given concurrence with the establishment of this contract.

**Performance Measure:**

The County ASU has utilized Rotorcraft for more than a decade for aircraft services. Rotorcraft’s base facility is located in Fillmore, Ventura County, which is helpful for fast response or close proximity for repairs, as well as pilots responding to the facility for “flight checks.” Rotorcraft has honored the previous contracts, performed service in a professional and expedient manner, and responded to any follow-up checks ASU has when an aircraft has been returned to service from its facility. Rotorcraft is a vendor in good standing with the County. Contractor performance responsibilities are defined within Exhibit A of the Rotorcraft Agreement (Attachment A).

**Contract Renewal:**

Upon review by Risk Management, there are no significant risk factors for this contract and risk factors have been mitigated with the contractor’s agreement to indemnify the County. The County can discontinue using services at any time and if services are not satisfactory the County is not obligated to continue using the vendor or fully expend the contract.

**Fiscal and Facilities Impacts:**

Budgeted: Partially.

**Fiscal Analysis:**

<b>Funding Source</b>	<b>06/2025-06/2026 Estimate</b>	<b>FY 2026-27 Estimate</b>	<b>FY 2027-28 Estimate</b>	<b>Total</b>
General Fund	\$800,000	\$550,000	\$550,000	\$1,900,000
State				
Federal				
Fees				
Fire District	\$800,000	\$550,000	\$550,000	\$1,900,000
<b>Total</b>	<b>\$1,600,000</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$3,800,000</b>

The County ASU has a budget of \$1,038,700 for aircraft maintenance in FY 2025-26, and accrued appropriations of \$604,000 from the prior fiscal year for June invoices that were not received in time to pay before fiscal year end. The term of the contract is retroactive to June 1, 2025, to allow for payment of the FY 2024-25 cost that were accrued and exceeded prior contract amount. Per an existing memorandum of understanding (MOU) between the Sheriff and Fire Departments, Sheriff manages the County Air Support Unit, inclusive of service and maintenance contracts, and costs are shared equally between both departments. Additionally, there is currently \$230,000 available in the ASU Committed fund balance, which per the ASU MOU, can be used to offset any additional repair or maintenance costs.

As per the ASU MOU, any unused maintenance funds each year will be added to the ASU reserve to support future year costs. Funds will be included in future years' budgets to support the remaining contract amount.

**Special Instructions:**

Clerk of the Board: Please send a copy of the minute order to:

- 1) Hope Vasquez, Chief Financial Officer, Sheriff's Office
- 2) General Services Purchasing Manager

**Attachments:**

**Attachment A** – Rotorcraft Support Inc. Agreement

**Attachment B** – Board Contract Summary Form

**Authored by:**

Jeff Greene, Lieutenant, Sheriff's Office

**cc:**

Jennie Brunick, CFAO Fire Department