



BOARD OF SUPERVISORS
AGENDA LETTER

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

Agenda Number:

Submitted on:
(COB Stamp)

Department Name: General Service and
Information Technology

Department No.: 063, 067

Agenda Date: July 15, 2025

Placement: Administrative Agenda

Estimated Time:

Continued Item: No

If Yes, date from: <Insert Date>

Vote Required: 4/5

TO: Board of Supervisors

FROM: Department Director(s):

Kirk Lagerquist, Director, General Services

DocuSigned by:

Kirk Lagerquist
Chris Chirgwin, Director, Information Technology

Contact Infor:

DocuSigned by:

Chris Chirgwin
John Green Assistant Director, General Services

SUBJECT: Public Safety Radio Network Communication Tower Construction Contract – White Hills Site; Supervisorial District 3

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk, CEO

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve the plans and specifications for the White Hills Public Safety Radio Network ("PSRN") Project on file in the General Services Capital Projects office, County Project No. 23039, in the Third Supervisorial District.
- b) Approve and authorize the Chair to execute the Construction Agreement ("Agreement") for the **White Hills Public Safety Radio Network Construction Project** ("Project") in the amount of \$815,450.00, with Normile Construction, Incorporated ("Contractor"), the lowest responsible bidder, to complete the Project.

- c) Authorize the Director of General Services or the Director of the Information Technology Department, or their Assistant Director or Capital Division Chief designees, to execute change orders to the Agreement in the aggregate amount not to exceed \$53,272.50, as authorized under California Public Contract Code Section 20142; and
- d) Find that the project continues to be exempt from the provisions of the California Environmental Quality Act ("CEQA") pursuant to the following CEQA guidelines sections: 15301, as the actions consist of the operation, repair, maintenance, leasing, licensing or minor alteration of existing public structures, facilities, mechanical equipment or topographical features, involving negligible or no expansion of existing or former use; 15302, as the actions consist or replacement or reconstruction of existing structures and facilities located on the same site and with the same purpose and capacity; 15303, as the actions consist of construction and location of limited numbers of new, small facilities or structures and installation of small new equipment and facilities in small structures; and 15061(b)(3), as it can be seen with certainty that there is no possibility that the activity may to be performed under the Agreements that is not covered by the Notice of Exemption previously filed on July 14, 2021.

Summary Text:

The recommended Board of Supervisors actions are on the agenda to approve the Project Plans and Specifications and award the Construction Agreement for the White Hills site identified as part of the White Hills Public Safety Radio Network Project, which includes installing a 60-foot communication tower, a shelter, a generator, and propane tanks. Currently, the bidding phase of the Project is complete and General Services is prepared to award the Agreement to the lowest responsive bidder.

On February 14, 2025, General Services solicited bid documents for this Project on Public Purchase. On May 5, 2025, General Services received three (3) bids for this Project. Normile Construction Incorporated submitted the lowest bid in the amount of \$815,450.00. The Department analyzed the bid and determined the lowest bidder is responsible and responsive.

This project is funded with Certificates of Participation ("COP") Debt Proceeds in the Communications Internal Service Fund, 1919.

Background:

The County of Santa Barbara has a diverse radio communications environment, with several different land mobile radio systems deployed to meet specific operational needs of County departments. These systems, which make up the County's Public Safety Radio Network ("PSRN"), are in different stages of their lifecycle, and each has varying technologies and capabilities. The County is replacing the PSRN, as it is at the end of its useful life. These individual communication sites are part of the greater PSRN project to improve the County's overall communications system, which supports the operations of Fire, Sheriff, Public Health, Probation, Parks, General Services, Information Technology, District Attorney, and contracted cities.

On February 5, 2019, the Board of Supervisors (Board) filed and received the Public Safety Replacement Project Report, which assessed the current radio communication environment and defined the County's future operational requirements for users of the systems. On July 13, 2021, the

Board approved a Professional Service Agreement for technical implementation services for the PSRN Public Radio Safety System Replacement Project.

The scope of the PSRN White Hills Project involves installing a new 60-foot communications tower, a 50Kw generator and two propane fuel tanks. The proposed work includes all labor and materials, structural, mechanical and electrical engineering, and all civil work subject to the provisions of the bid documents and certifications as outlined in the plans and specifications.

Fiscal and Facilities Impacts:

This Project is funded with COP Debt Proceeds in the Communications Internal Service Fund, 1919. Sufficient appropriations were included in the FY 2025-26 Adopted Budget and future fiscal year funding will be included in the Department's requested budget, subject to Board approval. There is no additional cost to the General Fund.

Fiscal Analysis:

Funding Source	FY 2025/26	Total
Fund 1919 Certification of Participation	\$815,450.00	\$815,450.00
Base Contract		
Contingency	\$53,272.50	\$53,272.50
Total	\$868,722.50	\$868,722.50

Special Instructions:

After Board action, please distribute as follows:

1. One (1) copy of the Minute Order
2. One (1) duplicate executed originals of the Agreement to:
Clay Preston, Project Manager, GS Capital Projects,
260 N. San Antonio Road, Santa Barbara, CA 93110
3. In addition, please email a copy to cpreston@countyofsb.org and OnRodriguez@CountyofSB.org

Attachments:

Attachment A – Construction Agreement- Normile Construction Incorporated

Exhibit A - Invitation to Bidders

Exhibit B - Contractor Proposal

Attachment B - Indemnifications and Certificate of Insurance

Attachment C - CEQA Notice of Exemption-White Hills PSRN – Filed July 14, 2021

Contact Information:

Clay Preston

Project Manager

cpreston@countyofsb.org