




**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: Fire
Department No.: 031
Agenda Date: August 19, 2025
Placement: Administrative Agenda
Estimated Time:
Continued Item: No
If Yes, date from: <Insert Date>
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Mark Hartwig, Fire Chief/Fire Warden 
Contact: Kelly Hubbard
SUBJECT: Independent Contractor Agreement with Triton Technology Solutions, Inc. for maintenance and service of Emergency Operations Center Audio-Visual System

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute an Independent Contractor Agreement with Triton Technology Solutions, Inc. for maintenance and service of the Emergency Operations Center audio-visual system for a total contract amount not to exceed \$20,000 for the period of August 19, 2025 through June 30, 2026.
- b) Determine that the activity is not a "project" subject to California Environmental Quality Act (CEQA) review per CEQA guideline section 15378(b)(4), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

Summary Text:

The Office of Emergency Management (OEM) is requesting the Board authorize an agreement with Triton Technology Solutions, Inc. for routine maintenance and as-needed support services for the audio-visual system in the Emergency Operations Center (EOC) a critical County facility.

Discussion:

The EOC is a critical County facility that supports response activities during emergencies. To effectively and efficiently use the EOC for disaster response, it is essential that its audiovisual systems remain fully operational, modernized and properly maintained. These systems serve as the backbone for real-time coordination, situational awareness, and communication between reporting agencies, elected officials, and the public. This contract ensures the EOC is fully equipped to support rapid and effective emergency operations when it matters most.

This contract is being brought to the Board for approval as there is an existing contract between Triton Technology Solutions Inc. and the Information Technology Department for CSBTV-related services.

Background:

In Fiscal Year 2021/2022, OEM contracted with Triton Technology Solutions, Inc. for the equipment, installation and labor to replace systems no longer supported by ITD within the EOC Management Conference Room and Incident Management Room. The replacement of these systems allowed OEM to update our technology and enhance information sharing and capability during disasters and activations. This project was funded through various grant opportunities.

The Santa Barbara County Information Technology Department does not provide routine maintenance or support services for audio-visual systems and integrated equipment. Therefore, due to the complexity of these systems OEM needs to contract with Triton, as they have a local programmer technician who is familiar with the system and its intricate components. The contract is not subject to competitive bidding per County policy as the total contract amount does not exceed \$200,000.

Performance Measure:

Triton Technology Solutions, Inc., to complete all scheduled maintenance visits (2 per year), and provide unlimited phone, text, remote login and/or email support during business hours within 24 hours of request for support.

Contract Renewals:

The Office of Emergency Management contracted with Triton Technology Solutions, Inc. for time and materials in FY24/25 after the warranty of the initial installation expired and were pleased with the services rendered. This contract builds upon the previous by including routine scheduled maintenance. Routine maintenance is necessary as some equipment manufacturers will not provide support if the equipment is not regularly maintained and software updates installed.

Fiscal and Facilities Impacts:

One-time funding for this contract is allocated out of general county programs for OEM as part of the disaster resilience project. Sufficient appropriations for this contract were included in the FY25/26 adopted budget.

General maintenance and up to 16 hours of on-site support by the vendor will be billed quarterly for a total cost of \$14,200. This general maintenance cost portion of this contract is prorated for an August 19, 2025 start date. There is an additional \$5,800 contract contingency for equipment replacement and/or requests for service that exceed the allotted hours.

Federal funding provisions are included in the agreement in the event any costs may be recovered for services rendered during an EOC activation for a declared disaster.

Fiscal Analysis:

Funding Source	FY 25/26
General Fund – One-Time	\$20,000
State	
Federal	
Fees	
Total	\$20,000

Special Instructions:

Direct the Clerk of the Board to send an e-copy of the minute order and the executed contract to Kendall Johnston, kejohnston@countyofsb.org.

Attachments:

Attachment A – Independent Contractor Agreement with Triton Technology Solutions

Contact Information:

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Director, Office of Emergency Management
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