



**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:** December 16, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** 4/5

---

**TO:** Board of Supervisors  
**FROM:** General Services      Kirk Lagerquist, Director  
Contact Info:      John Green, Assistant Director  
**SUBJECT:** First Amendment of Professional Service Agreement for Community Workforce Coordinator Services, First and Third Supervisorial Districts

---

DocuSigned by:  
*Kirk Lagerquist*  
19AEDA90054E4CE...

**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 to execute the attached First Amendment (First Amendment) to a Professional Service Agreement (Agreement), Board Contract 24270 (SCON-001812), with Vanir Construction Management, Inc.; correcting the base contract amount to \$241,500 in section 2.02 of the Agreement to match the original cost proposal and Exhibit C of the same Agreement and increasing the maximum contract limit from \$248,170 to \$278,870, to continue to provide Community Workforce Agreement compliance services for General Services (Capital) and Public Works (Transportation and Resource Recovery) Projects in the First and Third Supervisorial Districts; and
- b) Approve and authorize the Director of General Services, or his Assistant Director or Capital Division Manager designee, to approve Supplemental Service Orders in a maximum aggregate amount not to exceed \$37,370, for a maximum aggregate contract amount not to exceed \$278,870; and
- c) Authorize the Director of General Services to approve an extension to the Term of the Agreement as necessary up to an additional 18 months until June 31, 2028; and

- d) Approve Budget Revision Request No. BJE-0010926 to establish appropriations of \$30,700 for projects in the General Services Capital Outlay Fund for FY 2025-26 (4/5 Vote Required); and
- e) Continue to find that the recommended actions are not a project under the California Environmental Quality Act (CEQA) pursuant to sections 15378(b)(4) and 15378(b)(5) of the CEQA Guidelines, because they consist of administrative and fiscal activities of government that will not result in direct or indirect physical changes in the environment, and that a Notice of Exemption on these bases was approved and filed on May 6, 2025.

**Summary Text:**

This item is on the agenda to amend the Professional Service Agreement with Vanir Construction Management, Inc. (Vanir) to correct the base contract amount to \$241,500 in section 2.02 of the Agreement to match the original cost proposal and Exhibit C of the same Agreement and to increase the total amount payable for such services from \$248,170 to \$278,870. The new maximum contract amount will allow Vanir, as the Community Workforce Coordinator, to continue to provide compliance services through the anticipated completion of the Santa Barbara Probation Headquarters and the Tajiguas Landfill Phase IVA Groundwater Protection System. The services to be provided by Vanir are described in the Scope of Work attached as Exhibit A to the Agreement, Attachment B to this Board letter, and are still anticipated to be completed within the current contract Term.

**Background:**

In April 2019, the Board of Supervisors (Board) directed staff to negotiate the use of a Community Workforce Agreement (CWA) on public projects. Since then, staff negotiated with the Tri-Counties Building and Construction Trades Council to develop a template CWA in accordance with Board direction. On February 1, 2021, the Board selected Option 1 out of four potential CWA frameworks. This Option directed staff to utilize your negotiation teams' recommended CWA, with agreement point modifications and exclusions described in that report, for future County capital projects over \$10 million and including rebid provisions. On December 2, 2022, the Board approved a CWA with a term of five years, beginning April 1, 2023, contingent on all the unions signing the CWA. Due to concerns presented by the International Union of Operators and Engineers Local 12 (IUOE) on language associated with their trade, TCBT was unable to secure all signatures. On September 12, 2023, a side letter between the County and the TCBT was approved by your Board to maintain the County's authority and control over construction quality control and quality assurance while addressing IUOE concerns. Based on this side letter, IUOE signed the CWA, at which time it became effective to use on projects meeting the defined threshold. Specifically, the side letter clarifies the interpretation of the CWA with regards to contract administration language.

On May 21, 2024, a Request for Qualifications and Proposals was issued to procure CWA compliance services. Vanir Construction Management, Inc. submitted a proposal and was found to be qualified to perform the services. On August 7, 2024, Purchase Order CN9335 was established with Vanir to provide services as a Community Workforce Coordinator to monitor compliance with the County of Santa Barbara CWA, assist as the authorized representative of the County in developing and implementing the programs referenced in the CWA, and to otherwise implement and administer the CWA for the following County projects: Santa Barbara Probation Headquarters (Project No. 19014), the Tajiguas Landfill Phase IVA Groundwater Protection System (Project No. 24023), and the Santa Clause Lane Streetscape Improvements (Project No. 24024).

On May 6, 2025, Board Contract 24270 was awarded to Vanir Construction Management, Inc. to increase costs to Purchase Order CN9335, which exceeded their \$200,000 maximum annual aggregate contract amount.

Vanir Construction Management notified the County that the funds from Board Contract 24270 will be exhausted by December 2025. Vanir Construction Management requested an amendment to increase the total contract amount of Board Contract 24270.

This First Amendment to the Vanir Construction Management, Inc. Contract for Community Workforce Coordinator services will cover Community Workforce Agreement compliance services for the Santa Barbara Probation Headquarters (Project No. 19014), and the Tajiguas Landfill Phase IVA Groundwater Protection System (Project No. 24023).

#### **Performance Measure:**

Under the Agreement, Vanir, as the Community Workforce Coordinator, will ensure that the County's current public projects exceeding \$10,000,000 comply with the Community Workforce Agreement.

#### **Fiscal and Facilities Impacts:**

Funding for this First Amendment to the Agreement will come from the General Fund and be accounted for in the Capital Outlay Fund 0030 and is allocated across two of the three projects covered under the Agreement. General Services is requesting a revision to the current year FY 2025-26 Budget to cover the changes to the PSA contract. These services are projected to cross over multiple fiscal years beginning this fiscal year, FY 2025-26 into FY 2026-27 and funding for future fiscal years will be re-budgeted and carried over from the unspent budgeted allocations. Funds for this First Amendment will be budgeted under the following projects: Santa Barbara Probation Headquarters (Project No. 19014), and the Tajiguas Landfill Phase IVA Groundwater Protection System (Project No. 24023), allocated per the table below.

**Fiscal Analysis:** The attached budget revision BJE-0010926 will provide the necessary funding for the First Amendment to the Vanir Construction Management Inc. Professional Services Agreement (PSA).

<b>Funding Source</b>	<b>Current PSA Budget</b>	<b>Adjusted PSA Budget</b>	<b>Increase to PSA Budget</b>
General Fund			
Project 19014	\$139,604	\$159,664	<b>\$20,060</b>
Project 24023	\$48,156	\$58,796	<b>\$10,640</b>
Project 24024	\$60,410	\$60,410	<b>\$0</b>
<b>Total</b>	<b>\$248,170</b>	<b>\$278,870</b>	<b>\$30,700</b>

#### **Special Instructions:**

Provide two originals of the First Amendment to Agreement with Vanir Construction Management, Inc. and a Minute Order to Diana Estorga, 912 W. Foster Road, Santa Maria, CA. and email a copy to diestorga@countyofsb.org.

**Attachments:**

**Attachment A** – First Amendment to Board Contract 24270

**Attachment B** – Executed Professional Service Agreement-Vanir Construction Management, Inc. and Purchase Order CN9335, Vanir Construction Management, Inc.

**Attachment C** – Budget Revision BJE-0010926

**Attachment D** – CEQA Notice of Exemption

**Authored by:**

Diana Estorga  
Capital Division Chief  
diestorga@countyofsb.org