



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

## BOARD OF SUPERVISORS AGENDA LETTER

**Department Name:**  
Public Works, General Services  
**Department Number:**  
054, 063  
**Agenda Date:**  
July 14, 2026  
**Placement:**  
Administrative Agenda

**Estimated Time:**  
N/A  
**Continued Item:**  
No  
**If Yes, date from:**  
N/A  
**Vote Required:**  
4/5

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**TO:** Board of Supervisors

**FROM:** Department Director(s): Chris Sneddon, Public Works; <sup>DS</sup>CS

Kirk Lagerquist, General Services <sup>DS</sup>KL

**CONTACT:** Mostafa Estaji, Deputy Director, Transportation <sup>DS</sup>ME

**SUBJECT:** Second Amendment of Professional Service Agreement for Community Workforce Coordinator Services, First and Third Supervisorial Districts

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### Concurrences:

**County Counsel Concurrence:**

As to form: Yes

**Auditor-Controller Concurrence:**

As to form: Yes

**Other Concurrence: Risk Management, County Executive Office**

As to form: Yes

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### Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached Second Amendment (Second Amendment) to a Professional Service Agreement (Agreement), Board Contract 24270

(SCON-001812) with Vanir Construction Management, Inc.; increasing the maximum contract limit from \$278,870 to \$322,890, 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;

- b) Approve and authorize the Director of General Services, or the Director of Public Works or designee, to approve Supplemental Service Orders in a maximum aggregate amount not to exceed \$81,390 for a maximum aggregate contract amount not to exceed \$322,890;
- c) Approve Budget Revision Request No. 0011157 to increase FY 26/27 appropriations of \$35,000 in Public Works Roads-Capital Infrastructure Fund (Fund 0017) for Services and Supplies funded by General County Programs; and
- d) 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 Exemptions on these basis was approved and filed on May 6, 2025. Linked here: [County of Santa Barbara - File #: 25-00333](#).

### **Summary Text:**

This item is on the agenda to amend the Professional Service Agreement with Vanir Construction Management, Inc. (Vanir) to increase the total amount payable for such services from \$278,870 to \$322,890. 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 second phase of the Santa Claus Lane Streetscape Improvements Project. 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.

### **Discussion:**

In April 2019, the Board of Supervisors (Board) directed staff to negotiate the use of a Community Workforce Agreement (CWA) on public projects. On December 2, 2022, the Board approved a CWA with a term of five years, beginning April 1, 2023. Upon its adoption, projects over \$10M were required to have CWAs, which require unique and administratively intensive documentation and coordination. This contract will provide resources to perform these functions.

### **Background:**

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 approved on December 16, 2025, allowed continued Community Workforce Agreement compliance services through the completion of the Santa Barbara Probation Headquarters (Project No. 19014), and the Tajiguas Landfill Phase IVA Groundwater Protection System (Project No. 24023). This Second Amendment will allow Community Workforce Agreement compliance services to continue through the Santa Claus Lane Streetscape and Coastal Access Improvement Project – Phase 2, which was awarded by the Board on June 23, 2026.

### **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 its Community Workforce Agreement.

### **Contract Renewals:**

This Second Amendment to the Professional Services Agreement (Board Contract 24270) will allow the consultant, Vanir Construction Management, to provide Community Workforce Agreement coordination services to be performed, as required for all construction contracts above \$10,000,000 in costs. Vanir previously performed this role on the Santa Claus Lane Streetscape Improvements Phase 1A Project (Project 720783), which completed construction in 2025.

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

Budgeted: Yes, with approval of BJE-0011157

Funding for this Second Amendment to the Agreement will come from the General Fund and be accounted for in the Roads Capital Infrastructure Fund FD-0017. Originally, the funds were budgeted in FY25-26, but the expenditures were not realized. As a result, a budget adjustment is required to carry forward the appropriation to FY26-27. These services are projected to cross over multiple fiscal years, beginning fiscal year FY 26-27 through FY 27-28. Funds for this Second Amendment will be budgeted under Santa Claus Lane Streetscapes and Coastal Access Improvements Project Phase 2 (County Project No. 720864, Workday Project No. PRJ-000782).

### **Fiscal Analysis:**

The total cost is \$44,020. Total amounts by funding source are listed in the table below. Funds for this project will be budgeted in Fund FD-0017, Cost Center CC-54210, Program PG-0542830, Project PRJ-00782 (720864), and Spend Category SC-7460.

Funding Source	FY 26/27	FY 27/28	Total
General Fund (General Fund County Program)	\$35,000	\$9,020	\$44,020
<b>Total</b>	<b>\$35,000</b>	<b>\$9,020</b>	<b>\$44,020</b>

**Special Instructions:**

Please email the following to Emily Ferguson at [ekferguson@countyofsb.org](mailto:ekferguson@countyofsb.org).

- A Minute Order approving these Board recommended actions.
- Executed Second Amendment to the contract.

**Attachments:**

- **Attachment A** – Second Amendment to Board Contract 24270 (Signature Needed)
- **Attachment B** – Executed First Amendment to Board Contract 24270
- **Attachment C** – Executed Board Contract 24270 - Professional Service Agreement – Vanir Construction Management, Inc. and Purchase Order CN9335, Vanir Construction Management, Inc.
- **Attachment D** – BJE-0011157

**Contact Information:**

Christian Doolittle, Engineering Manager II, [cdoolit@countyofsb.org](mailto:cdoolit@countyofsb.org)