



**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  
**For Agenda Of:** June 25, 2024  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

**TO:** Board of Supervisors

**FROM:** General Services Kirk Lagerquist, Director, General Services (805) 560-1011  
Contact Info: John Green, Capital Division Chief (805) 934-6229

DS  
*[Signature]*

**SUBJECT:** Santa Barbara County North Branch Jail Expansion Project #23040 – Bridging Design Services; Fifth Supervisorial District

**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 the attached Bridging Design Services Contract with Nacht & Lewis Architects, Inc. (Agreement) for the Santa Barbara County North Branch Expansion Project 23040 (Project) for Programming, Site Investigation, Bridging Design Services, and future Construction Administration services for a Base Contract Amount of \$2,000,000. The contract also includes preparing a concept and cost estimate for a 30-bed step-down facility that could be potentially placed on the North Branch Jail site;
- b) Authorize the Director of General Services, or his Capital Division Chief designee, to approve change orders under the Contract in an aggregate amount not to exceed \$112,500, as authorized under Public Contract Code Section 20142;
- c) Authorize the Director of General Services to (i) terminate the Agreement, in accordance with the provisions of the Agreement; and (ii) amend the Agreement, in accordance with the provisions of the Agreement, to extend the term of the Agreement by no more than 12 additional months; and
- d)

Find that the above actions are categorically exempt from the provisions of the California

Environmental Quality Act (CEQA) pursuant to section 15262 of the State Guidelines for the Implementation of CEQA, as they consist of activities limited to site investigation and design, and direct staff to file the attached Notice of Exemption on that basis.

**Summary Text:**

The board action is to award a professional service agreement for providing bridging design and cost estimating services for the expansion of the North Branch Jail. The feasibility and planning studies will include possible concept designs, programming efforts with Sheriff's Office, and cost estimating to determine future project requirements. A potential expansion would be intended to meet the requirements of the Stipulated Judgment that the County has entered into with the Disability Rights of California (DRC). Once the feasibility and planning study services are complete, a review and consideration of project options will be brought before this Board for consideration and to request further direction. The intent is to utilize a design-build method of delivery through a competitive process. The procurement process also includes preparation of a concept plan and cost estimate for a potential 30-bed step-down facility to be located on the same County parcel at Black Road. The step-down facility concept has been a partnership between Behavioral Wellness and the County Executive Office; this treatment facility would be operated separately from the adjacent correctional facility.

**Background:** General Services conducted a competitive, qualification-based selection (QBS) process soliciting Requests for Qualifications (RFQ's) from interested firms. Four qualified design teams responded to the RFQ. The selection process employed a review committee comprised of County of Santa Barbara General Services and Sheriff's staff. Each proposal was reviewed and scored based on the criteria established in the RFQ, and subsequent interviews with the top two scoring firms were conducted. At this time, General Services is prepared to recommend Nacht & Lewis Architects to provide professional services. The first phase of the project will include programming, planning, concept designs and rough order of magnitude (ROM) cost estimates for 1 pod, 1.5 pods, and 2 pods. These options will be brought to the Board for further review, discussion, and ultimate selection.

Note that Nacht & Lewis will also be preparing a concept and ROM cost estimate for a 30-bed step-down facility that could be potentially placed on the Northern Branch Jail site at some point in the future. This step-down facility will not be included in the next phase of design development unless directed by the Board. It is contemplated that this facility would involve the County Behavioral Wellness Department and County Executive Office, and would not be a correctional facility operated by the Sheriff.

Upon Board approval of an acceptable pod size and scope option, Nacht & Lewis will begin the formal bridging document assembly and provide assistance to the County to create and implement a design-build selection process. Prior to moving the project through the design build process, General Services will bring the final bridging design and cost estimate to the Board for approval.

The work outlined to develop new pod options is necessary to meet the requirements for the stipulated judgement the County has entered into with the DRC. The project design will also reflect the County's Net Zero Energy (NZE) policy.

**California Environmental Quality Act (CEQA) Documentation:**

A California Environmental Quality Act (CEQA) Notice of Exemption for this project has been filed with this Board Action. This Project Phase is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262.

**Fiscal and Facilities Impacts:**

**Fiscal Analysis:** ["Double Click to see Funding Source Instructions"](#)

<b><u>Funding Sources</u></b>	<b><u>FY 2024-25 Cost</u></b>	<b><u>Total One-Time Project Cost</u></b>
Fund 0030 - 23040 (Transferred in from General Fund-Dept 990)	\$ 2,000,000.00	\$ 2,000,000.00
Fund 0030 - CIP Project Contingency (if needed)	\$ 112,500.00	\$ 112,500.00
<b>Total Phase 1 Bridging Design Services</b>	<b>\$ 2,112,500.00</b>	<b>\$ 2,112,500.00</b>

**Narrative:**

The base funding for the design project is included in the FY 2024-25 Capital Improvement Program (CIP) and Approved Budget in the amount of \$2 million. The design requirements will likely exceed the \$2 million over the next two years and additional funding, if needed, will be requested through future CIP program budgets.

The project will require a design contingency which will increase the overall budget for the project by \$112,500. Contingency will be funded as needed, using Capital Project Contingency funds available in the Capital Outlay Fund 0030. If needed, a future budget revision to add funds to this phase of the project will be presented to the Board. Included in the contingency is an allocation of \$30,000 for future construction administration services from Nacht & Lewis during the actual construction of the project.

**Key Contract Risks:**

Failure to advance this design contract award risks violating the stipulated judgment with the DRC. General Services and the Sheriff's Department will collaborate closely with Nacht & Lewis Architects to develop the programming and concepts for the North Branch Jail Expansion. General Services will handle real property confirmation, environmental reviews, and subsurface investigations to inform the concept design. The programming and space needs will be thoroughly vetted with the Sheriff's Department to ensure all required functionalities and user needs are incorporated into the concept designs.

**Special Instructions:**

Please forward a certified, stamped Minute Order approving these recommendations, and two original executed Amendments to Tully Wyatt in the General Services Department, Capital Division, 1105 Santa Barbara Street; one executed original contract to be filed with the Clerk of the Board.

**Attachments:**

1. Attachment 1 – PSA, Nacht & Lewis, Project No. 23040
2. Attachment 2 – CEQA Notice of Exemption

**Authored by:** Tully Wyatt, Project Manager, General Services - Capital Projects, [twyatt@countyofsb.org](mailto:twyatt@countyofsb.org)