

February 6, 2015 (revised from 01/21/2015)

Celeste Manolas, Manager  
County of Santa Barbara  
General Services Department  
Capital Projects  
1105 Santa Barbara Street  
Santa Barbara, CA 93101

Dear Celeste,

In response to your request for the costs of one onsite visit to kick-off the SB1022 project, the following is an estimate of my fees and expenses for five day trip on *March 2-6, 2015*:

Approximate Expenses (based on when I can book a plane ticket and getting government rate at hotel): **\$1,923.00**

Airfare: \$800.00  
Hotel(3 nights): \$543.00  
Per Diem: \$231.00  
RT airport: \$56.00  
Airport Parking: \$81.00  
Rental Car: 192.00  
Gas: \$20.00

**Fees: \$7,520**

**Total: \$9,443.00** or approximately just under \$10,000 (to be safe)

Potential Tasks:

Meet with planning committee  
Review space program completed by Rosser International  
Discuss operational philosophy  
Discuss transitional housing  
Discuss connection operationally to the SB Northern Branch Jail (as designed)  
Begin functional and space programming  
Discuss schedule  
Discuss tour  
Meet with Sheriff to understand his concerns  
Discuss issues and concerns from County Administration and Capital Projects

Discuss items raised by the architects and construction managers  
Other issues as they arise

Please let me know how you wish to proceed. I am looking forward to working with the County on this project.

Please contact me with any questions.

Sincerely,

*Dennis R. Liebert*



# PURCHASING REQUISITION

Date: **2/6/15**  
 Dept # / Name: **063/General Services**  
 Charge To Cost CTR #: **063-99-88-1930-6**  
 Ship To Cost CTR #: **063-99-88-1930-6**  
 Bill To Cost CTR #: **063-99-88-1930-6**  
 Requested By: **Celeste Manolas**  
 Phone: **568-2622**  
 REQ NO:

COMMODITY	Item	Description	Qty	Unit	Unit Price	Extension
	1	<b>Consultant to attend and provide professional services for the SB1022 Kick-Off Workshop in Santa Barbara March 3-5, 2015 in accordance with the proposal dated February 6, 2015.</b>			7,520.00	
		<b>Travel expenses to and from Santa Barbara.</b>			1,923.00	
		<b>Services shall not exceed \$9,443.00 without the advance permission of the Project Manager, John Green.</b>				

SUPPLIER	Suggested Supplier (name, address, phone, fax, contact) / Comments / Special Instructions	Purchasing Use Only
	<b>Dennis Liebert</b> <b>Liebert &amp; Associates</b> <b>4184 19<sup>th</sup> Street</b> <b>Boulder, Co 80304</b> <b>303-440-7009</b> <b>303-440-9930 fax</b> <b>drliebert@aol.com</b>	<u>Circle one:</u> Renew Extend <u>Insurance:</u> N Y W N/A <u>Ins Dates:</u> Liab WC <u>Local Just.:</u> Local Bid Source Proprietary Price Track Record Other:

Purchasing Supplier No.

FIN DATA	Fund	Dept No	Acct No.	Program	OrgUnit	Project	Amount	I hereby certify there are sufficient funds in the budget indicated for payment of the above.
	033	980		9000	0002	8747	7520.00	
	033	980		9000	0005	8747	1923.00	
								Authorized Signature

PURCHASING ONLY	CommCode:	Order No:	Date	Time	Activity
	Bid No:	Out:	Due:		
	FOB: <input type="checkbox"/> Dest <input type="checkbox"/> Dest Prepay & Add <input type="checkbox"/> Dest Freight Collect	<input type="checkbox"/> Origin <input type="checkbox"/> Origin Prepay & Add <input type="checkbox"/> Origin Freight Collect			
	Price Source:				
	Terms:	DelvDate:			
	FA Tags: Count: issued # thru #				
	Completed: Buyer Initials: Date:				

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