

### NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of El Dorado Placerville, California

Pursuant to federal Office of Management and Budget (OMB) Circular 2 CFR Part 225, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in the **2016-17** fiscal year. This approval is subject to the conditions contained in Section III.

Date:

Filing Ref:

**September 26, 2016** 

ELD17

Departmental indirect cost proposals should clearly identify those costs that have been distributed through Sections I and II of this agreement in accordance with the guidelines of the responsible grantor agency for that department. Further, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied from the Data Processing Department.

### SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST ALLOCATIONS

The indirect overhead and support service costs listed in **Summary Schedule** (attached) are formally approved as actual costs for the **2014-15** fiscal year and as estimated costs for the **2016-17** fiscal year on a "fixed with carry-forward" basis. These costs may be included as part of the costs of the county departments indicated effective **July 1, 2016**, for further allocation to federal grants and contracts performed by the respective county departments.

## SECTION II: COSTS DISTRIBUTED THROUGH BILLING OR COST TRANSFER MECHANISMS

- 1. Employee Fringe Benefits
- 2. Administration
- 3. Auditor-Controller
- 4. County Counsel
- 5. Information Technologies

- 6. Facility Services
- 7. Revenue Recovery
- 8. Fleet Management (ISF)
- 9. Risk Management Authority (ISF)

In addition to Section I, which provides for services furnished but not billed, the services listed above are furnished and billed to state/local departments and agencies.

Direct charges from the above centers should be billed or cost applied in accordance with the procedures established by the county as described in its Countywide Cost Allocation Plan and may be included as part of the costs of the county departments indicated in Section I.

### SECTION III: CONDITIONS

- **A. LIMITATIONS:** Use of the amounts contained in this Negotiation Agreement are subject to any statutory or administrative limitations and, when ultimately allocated to individual grants or contracts through the indirect cost proposals of each county department, are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the county were included for distribution in its Countywide Cost Allocation Plan as finally accepted, and that such costs are legal obligations of the county and allowable under the governing cost principles, (2) that similar types of costs have been accorded consistent accounting treatment, and (3) that the information provided by the county that was used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.
- **B. CHANGES:** Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Significant changes in the organizational structure or changes in the method of accounting for costs that materially affect the amount of reimbursement resulting from use of the amounts in this Negotiation Agreement will require prior approval of the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.
- **C. FIXED AMOUNTS:** The fixed amounts contained in Section I of this agreement are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for this period are determined, any differences between the fixed costs used as an estimate and the actual costs will be considered in a subsequent agreement.

- **D. BILLED COSTS:** Charges for the services cited in Section II will be billed or cost applied in accordance with the procedures established by the county and recorded on the books of the cost center providing the service. Such charges will be based on the actual allowable costs, as defined by OMB Circular 2 CFR Part 225, incurred by the cost center responsible for providing the service. Any differences between the billed allowable costs and the actual allowable costs for a particular accounting period will be considered in a subsequent agreement.
- **E. NOTIFICATION TO STATE AND FEDERAL AGENCIES:** Copies of this document will be provided to other state and federal agencies as a means of notifying them of this approval.
- **F. SPECIAL REMARKS:** There are no adjustments in the 2016-17 Cost Allocation Plan.

SECTION IV: ACCEPTANCE	
COUNTY OF EL DORADO	BETTY T. YEE CALIFORNIA STATE CONTROLLER
BY Original signed by	BY Original signed by Anita Dagan for
Joe Harn  Name  Auditor-Controller  Title	Hitomi Sekine, Bureau Chief Local Government Policy and Reporting Division of Accounting and Reporting
9-27-2016	9-28-2016
Date	Date  Negotiated by Darlene Justice Telephone (916) 323-2369

cc: State and Federal Agencies

Attachment

Fiscal Year 2014-15 1/21/2016

#### Summary Schedule

MGT of America, Inc.

Department		BD OF SUPERVISO R	ADMIN- ECON DEVEL	RISK MANAGEME NT	TREAS/TAX COLL	ASSESSOR	CAO- PRO/PARKS /HCED	SURVEYOR	GRAND JURY	SUP COURT MOU	SUPERIOR COURT
1 BUILDING USE		\$25,501	\$0	\$1,363	\$17,480	\$35,819	\$77,418	\$12,850	\$3,783	\$0	\$108,319
2 EQUIPMENT USE		3,764	0	3,682	4,922	0	6,006	3,425	. 0	0	0
3 ADMINISTRATION		8,557	D	120,133	24,690	13,157	78,060	4,671	666	10,999	0
4 AUD/CONT		14,267	8	50,630	41,243	14,650	24,584	9,167	2,615	9,414	10,425
5 COUNTY COUNSEL		396,243	13,346	9,753	30,061	10,894	0	4,234	5,085	0	0
6 HUMAN RESOURCES		14,882	0	4,859	23,850	35,595	9,042	12,383	D	0	0
7 EMPLOYEE BENEFIT		732	0	239	1,173	1,750	445	609	. 0	0	0
8 INFO TECH	9	42,614	4	16,213	327,927	269,609	26,926	154,606	5,563	3,166	4,567
9 FACILITY SERVICES		93,133	0	5,527	71,630	144,983	26,291	52,643	15,519	. 0	89,803
10 ANNUAL AUDIT		237	0	5,641	390	529	803	249	: 8	330	0
11 REVENUE RECOVERY		. 0	0	3,750	0	0	0	0	0	0	35,998
Total Current Allocations	( <del></del>	599,930	13,357	221,790	543,367	526,987	249,574	254,838	33,239	23,909	249,112
Less: Prior Year Allocations	_	395,220	189,906	118,745	434,024	585,395	87,227	146,840	24,588	36,478	258,975
Carry-Forward	_	204,710	(176,549)	103,045	109,343	(58,408)	162,347	107,998	8,651	(12,569)	(9,863)
Proposed Costs	3.00	\$804.640	\$(163,192)	\$324,836	\$652,709	\$468,578	\$411.922	\$362,835	\$41.891	\$11,341	\$239,249

Fiscal Year 2014-15 1/21/2016

Department	DISTRICT	PUBLIC DEFENDER	SHERIFF	SHERIFF/DE T-WS	SHERIFF/DE T-SLT	SHERIFF/DE T-CRT SVC	SHERIFF/GR ANT PR	PROBATION	PROBATION JUV HALL WS	PROBATION /JUV HALL SLT
1 BUILDING USE	\$33,652	\$5,552	\$107,571	\$140,371	\$300,254	\$0	\$2,596	\$8,604	\$44,490	\$100,870
2 EQUIPMENT USE	6,914	0	226,880	12,412	10,797	453	1,585	27,522	7,186	3,377
3 ADMINISTRATION	26,006	8,191	122,520	45,864	23,206	4,048	20,907	35,989	12,506	11,843
4 AUD/CONT	56,387	13,143	158,879	38,695	25,062	12,131	15,283	61,802	17,591	17,761
5 COUNTY COUNSEL	8,272	2,831	175,706	5,060	0	0	523	11,013	0	0
6 HUMAN RESOURCES	63,323	21,999	216,891	71,152	46,275	22,036	11,032	70,875	32,004	30,153
7 EMPLOYEE BENEFIT	3,114	1,082	10,665	3,499	2,275	1,084	542	3,485	1,574	1,483
8 INFO TECH	201,810	61,437	131,298	28,107	19,565	6,394	13,046	202,502	25,928	33,726
9 FACILITY SERVICES	138,128	27,855	290,560	244,248	245,679	0	9,670	46,028	119,734	81,204
10 ANNUAL AUDIT	1,424	510	5,929	1,397	853	444	375	1,384	418	487
11 REVENUE RECOVERY	O	8	0	11	0	0	0	0	9,937	1,367
Total Current Allocations	539,029	142,608	1,446,899	590,817	673,967	46,590	75,560	469,203	271,367	282,270
Less: Prior Year Allocations	518,392	107,263	1,165,636	485,909	627,764	44,867	43,340	320,345	166,224	260,384
Carry-Forward	20,637	35,345	281,263	104,908	46,203	1,723	32,220	148,858	105,143	21,886
Proposed Costs	\$559,666	\$177,952	\$1.728,162	\$695,725	\$720.171	\$48,313	\$107.780	\$618.061	\$376,510	\$304,156

Fiscal Year 2014-15 1/21/2016

Department	AG COMM	RECORDER/ CLERK	RECORDER/ ELECTION	CDA ADMINISTR ATION	DEPT OF TRANS	DOT/CEMET ERIES	CAO CAPITAL PROJECTS	DOT/CSA #2	DOT/CSA #3	DOT/CSA#5
1 BUILDING USE	\$7,759	\$19,856	\$55,991	\$29,672	\$(15,194)	\$7,599	\$0	\$0	\$0	\$0
2 EQUIPMENT USE	4,033	6,269	6,176	870	0	0	0	0	0	0
3 ADMINISTRATION	4,361	13,584	7,426	24,774	199,333	1,842	136,297	123	133	1
4 AUD/CONT	9,805	16,423	13,061	19,199	187,568	2,387	149,400	1,024	587	503
5 COUNTY COUNSEL	1,630	18,947	38,875	97,498	27,584	577	0	0	334	0
6 HUMAN RESOURCES	13,309	16,002	14,975	33,272	147,192	1,037	0	0	0	0
7 EMPLOYEE BENEFIT	654	787	736	1,636	7,238	51	0	Ó	0	0
8 INFO TECH	45,981	78,447	46,486	96,342	311,397	1,359	261,996	420	343	1,010
9 FACILITY SERVICES	60,272	80,574	129,893	76,096	245,290	18	133,122	0	0	0
10 ANNUAL AUDIT	195	289	204	400	11,866	23	1,187	10	11	0
11 REVENUE RECOVERY	0	23	. 0	0	1,753	0	. 0	0	0	0
Total Current Allocations	147,999	251,200	313,823	379,759	1,124,026	14,893	682,002	1,577	1,408	1,513
Less: Prior Year Allocations	131,781	207,394	197,953	0	971,559	10,688	143,512	1,531	929	799
Carry-Forward	16,218	43,806	115,870	0	152,467	4,205	538,490	46	479	714
Proposed Costs	\$164,217	\$295,006	\$429,694	\$379,759	\$1.276.494	\$19,097	\$1,220,491	\$1.622	\$1,886	\$2,228

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Department	DOT/CSA #9	DOT/FLEET MGMT	DOT/AIRPO RTS	DEVELOPM ENT SVCS	HHSA ADMINISTR ATION	HEALTH	HLTH/ANIMA L SVCS	MENTAL HEALTH	ENVIRON MGMT	AIR QUALITY MGMT
1 BUILDING USE	\$0	\$0	\$0	\$60,602	\$7,098	\$27,941	\$104,760	\$12,746	\$28,384	\$4,995
2 EQUIPMENT USE	0	0	0	14,581	2,300	24,413	17,907	21,617	9,533	37
3 ADMINISTRATION	2,858	22,852	3,195	36,269	24,749	54,548	24,846	111,311	3,496	5,601
4 AUD/CONT	14,110	19.038	7,728	49,743	26,582	91,398	29,382	98,327	16,115	8,660
5 COUNTY COUNSEL	907	0	358	139,860	33,362	18,656	42,177	56,713	12,013	988
6 HUMAN RESOURCES	620	4,128	3,489	62,508	65,026	61,685	21,379	103,601	12,263	6,904
7 EMPLOYEE BENEFIT	30	203	172	3,074	3,197	3,033	1,051	5,094	603	339
8 INFO TECH	6,282	20,857	21,318	180,581	151,878	180,334	54,763	205,196	110,195	21,173
9 FACILITY SERVICES	. 0	1,327	736	158,894	3,367	156,999	124,263	40,770	69,404	18,149
10 ANNUAL AUDIT	64	265	174	1,485	534	4,056	387	3,392	305	377
11 REVENUE RECOVERY	0	0	487	6,926	G	366	358	1,617	626	1,462
Total Current Allocations	24,871	68,670	37,657	714,523	318,093	623,429	421,273	660,383	262,936	68,687
Less: Prior Year Allocations	21,941	38,325	18,713	1,051,110	225,506	543,480	197,041	567,526	246,252	50,769
Carry-Forward	2,930	30,345	18,944	(336,587)	92,587	79,949	224,232	92,857	16,684	17,918
Proposed Costs	\$27.800	\$99,015	\$56,601	\$377,935	\$410.679	\$703,378	\$645,505	\$753,240	\$279,619	\$86,604

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Department	CSA #3 - VECTOR	ENV MGMT/CSA #10	VETERAN SVCS	HUM SVC SOC SVC	HS CSD/ADMIN	HS CSD/COMM UNITY	HS CSD/WIA	HS CSD/PHA	HS CSD/SR SVCS	HS CSD/HEART PROGRAMS
1 BUILDING USE	\$0	\$632	\$11,244	\$0	\$47,670	\$3,597	\$0	\$0	\$56,257	\$678
2 FOUIPMENT USE	0	441	2,143	8,815	0	358	0	0	596	. 0
3 ADMINISTRATION	1,419	25,583	2,355	83,216	6,751	21,791	2,632	4,285	24,366	3,587
4 AUD/CONT	3,847	22,845	4,794	292,868	33,606	31,487	7,810	37,301	42,249	9,975
5 COUNTY COUNSEL	0	1,673	1,057	749,716	1,527	0	0	0	0	0
6 HUMAN RESOURCES	4,007	14,660	5,627	238,104	990	20,676	9,135	3,535	28,070	3,526
7 EMPLOYEE BENEFIT	197	721	277	11,708	49	1,017	449	174	1,380	173
8 INFO TECH	2,945	22,946	19,169	786,236	9,959	68,020	19,231	21,865	50,887	7,743
9 FACILITY SERVICES	3,455		25,458	2,141	212,014	23,308	0	0	144,797	3,954
10 ANNUAL AUDIT	50	568	64	3,983	67	353	142	467	441	62
11 REVENUE RECOVERY	0	0	0	1,114	Đ	0	0	. 0	0	0
Total Current Allocations	15,922	106,494	72,188	2,177,902	312,633	170,606	39,398	67,627	349,044	
Less: Prior Year Allocations	12,528	53,405	57,430	1,587,479	266,708	113,265	36,718	137,351	268,261	36,698
Carry-Forward	3,394	53,089	14,758	590,423	45,925	57,341	2,680	(69,724)	80,783	(6,999)
Proposed Costs	\$19,316	\$159.583	\$86,945	\$2,768,325	\$358.559	\$227.947	\$42.077	\$(2,096)	\$429,826	\$22,700

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Department	HS CSD/PUB GUARD	HS CSD/IHSS PUBLIC	LIBRARY	UCCE	FISH & GAME	WATER AGENCY	CHILD SUPPT SVCS	COM SVC DIST	RES CONSERVA TION	JOINT POWER AUTH
1 BUILDING USE	\$5,466	\$691	\$233,000	\$2,695	\$0	\$0	\$13,936	\$0	\$0	\$0
2 EQUIPMENT USE	0	386	11,198	0	0	597	0	0	0	0
3 ADMINISTRATION	4,839	2,637	31,178	0	11	4,762	16,033	Đ	0	0
4 AUD/CONT	87,430	5,035	62,265	0	182	6,170	26,781	39,261	20,602	4,563
5 COUNTY COUNSEL	0	0	8,386	0	0	0	4,488	0	6,011	0
6 HUMAN RESOURCES	17.177	2,999	57,853	0	0	3,239	49,375	. 0	0	O
7 EMPLOYEE BENEFIT	845	147	2,845	0	0	159	2,428	0	0	0
8 INFO TECH	66,530	6,742	271,286	0	75	12,892	131,394	11,188	5,253	1,727
9 FACILITY SERVICES	19,945	4,030	430,805	19,525	0	279	24,176	0	Ö	0
10 ANNUAL AUDIT	285	121	702	. 0	2	245	729	0	0	0
11 REVENUE RECOVERY	0	0	2,253	0	0	. 0	0	. 0	0	0
Total Current Allocations	202,516	22,788	1,111,770	22,220	269	28,343	269,341	50,449	31,866	6,290
Less: Prior Year Aflocations	119,980	12,325	965,701	20,666	663	26,762	200,781	43,560	33,664	4,957
Carry-Forward	82,536	10,463	146,069	1,554	(394)	1,581	68,560	6,889	(1,798)	1,333
Proposed Costs	\$285.051	\$33,251	\$1,257,839	\$23.774	\$(124)	\$29,925	\$337,901	\$57.338	\$30,069	\$7.623

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Department	MELLO	CEMETERY DIST	REC & RES DIST	FIRE DISTRICTS	LAFCO	FIRE DIST/JPA	MISC	2nd Allocation Orphans	Total
1 BUILDING USE	\$0	\$0	\$0	\$0	\$0	\$0	\$43,976	\$0	\$1,798,544
2 EQUIPMENT USE	0	0	0	0	0	0	0	0	451,194
3 ADMINISTRATION	O	1,037	0	(809)	0	0	(37,154)	0	1,448,130
4 AUD/CONT	10,276	4,701	17,273	108,854	134	25,032	454,250	0	2,714,367
5 COUNTY COUNSEL	1,103	0	0	0	0	0	304,069	0	2,241,529
6 HUMAN RESOURCES	0	ō	0	0	0	0	0	0	1,712,713
7 EMPLOYEE BENEFIT	0	0	0	0	0	0	0	0	84,217
8 INFO TECH	902	1,726	3,465	32,096	100	7,504	198,811	0	5,132,061
9 FACILITY SERVICES	0	., 0	Ó	0	0	0	46,962	0	3,979,084
10 ANNUAL AUDIT	Ō	0	0	0	0	0	9,906	0	64,820
11 REVENUE RECOVERY	Ō	0	O	0	. 0	0	189	0	68,246
Total Current Allocations	12,280	7,464	20,739	140,141	234	32,536	1,021,009	0	19,694,903
Less: Prior Year Allocations	(3,498)	6,491	17,406	122,929	151	30,300	1,123,995	0	15,941,007
Carry-Forward	15,778	973	3,333	17,212	83	2,236	(102,986)	0	3,374,137
Proposed Costs	\$28.059	\$8,438	\$24.071	\$157,353	\$318	\$34,772	\$918.023	\$0	\$23,069,040