



BETTY T. YEE
California State Controller
Division of Accounting and Reporting

NEGOTIATION AGREEMENT
COUNTYWIDE COST ALLOCATION PLAN

County of Monterey
Salinas, California

Date: September 30, 2016
Filing Ref: MON17

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.

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 the **Exhibit A** (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 | 12. Resource Management Agency |
| 2. Annual County Audit | 13. Auditor-Controller |
| 3. County Administrative Office | 14. Enterprise Resource Project |
| 4. Contract and Purchasing | 15. Treasurer-Tax Collector |
| 5. Fleet Administration | 16. Revenue Division |
| 6. Human Resources and Benefits | 17. County Counsel |
| 7. Equal Opportunity Office | 18. Risk Management |
| 8. Information Technology Department | 19. General Liability Fund (ISF) |
| 9. Enterprise Operations | 20. Worker's Compensation Fund (ISF) |
| 10. Infrastructure (Telecommunications) | 21. Benefit Programs Fund (ISF) |
| 11. Facilities and Project Management | |

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 MONTEREY

**BETTY T. YEE
CALIFORNIA STATE CONTROLLER**

BY Original signed by

BY Original signed by Anita Dagan for

Michael J. Miller

**Hitomi Sekine, Bureau Chief
Local Government Policy & Reporting
Division of Accounting and Reporting**

Name

Auditor-Controller

Title

9-30-2016

9-30-2016

Date

Date

**Negotiated by Sandeep Singh
Telephone (916) 445-2987**

cc: State and Federal Agencies

Attachment

COUNTYWIDE COST ALLOCATION PLAN OF MONTEREY COUNTY FOR THE YEAR ENDING JUNE 30, 2017
Based on Actual Costs for the Year Ended June 30, 2015
COST EXHIBIT

| | External Overheads | Administrative Management | Information Technology Service Depts. | Resource Mgmt. Agency Service Departments | Other Service Departments | Total Net Allocation | Roll Forward | Adjustments | Total Allocation |
|---|-----------------------|------------------------------|---|---|------------------------------|-------------------------|---------------------|-------------|----------------------|
| OPERATING DEPARTMENTS | | | | | | | | | |
| Board of Supervisors | \$ 80,118 | \$ 28,931 | \$ 48,236 | \$ 218,465 | \$ 139,738 | \$ 515,466 | \$ 125,213 | \$ - | \$ 640,699 |
| Office of Emergency Services | 30,727 | 9,334 | (20,392) | 38,366 | 19,752 | 77,786 | (8,815) | - | 70,971 |
| Office of Community Engagement & S Advocacy | 59 | 5,617 | (332) | - | 4,926 | 10,270 | - | - | 10,270 |
| Economic Development Administration | 8,237 | 23,144 | 12,766 | 53,932 | 108,818 | 206,898 | (27,678) | - | 179,220 |
| Assessor | 105,201 | 60,196 | 34,083 | 157,669 | 63,430 | 420,580 | (66,036) | - | 354,543 |
| Clerk/Recorder | 210,984 | 29,542 | 86,031 | 87,704 | 39,946 | 454,208 | 44,069 | - | 498,277 |
| Grand Jury | 2,905 | 643 | (344) | 32,720 | 4,593 | 40,517 | 17,583 | - | 58,100 |
| Enterprise Risk | 2 | 1,064 | - | - | 226 | 1,292 | (786) | - | 506 |
| Assessment Appeals Board | - | 216 | - | 157 | 19,561 | 19,934 | (510) | - | 19,424 |
| Clerk of the Board | 19,734 | 6,870 | 2,231 | 49,145 | 24,624 | 102,604 | (22,816) | - | 79,788 |
| Elections | 3,866 | 33,443 | 166,835 | 2,879 | 70,862 | 267,905 | 163,101 | - | 431,006 |
| Emergency Communications | 32,154 | 91,882 | 76,196 | 59,616 | 131,870 | 391,717 | (62,629) | - | 329,088 |
| District Attorney | 121,777 | 200,449 | (34,845) | 354,432 | 167,354 | 809,167 | (208,074) | - | 601,093 |
| Child Support Services | 1,434 | 125,327 | 9,235 | 8,980 | 72,068 | 217,044 | (66,095) | - | 150,949 |
| Public Defender | 5,422 | 80,369 | 132,428 | 117,949 | 70,198 | 406,367 | 79,327 | - | 485,694 |
| Coroner | 33,462 | 16,512 | 3,573 | 51,284 | 9,323 | 114,154 | (18,098) | - | 96,056 |
| Sheriff's Correctional Division | 370,138 | 346,299 | (38,840) | 1,375,729 | 207,182 | 2,260,508 | (567,797) | - | 1,692,711 |
| Sheriff | 929,333 | 429,686 | 26,443 | 774,671 | 512,581 | 2,672,714 | 47,332 | - | 2,720,046 |
| Juvenile Hall | 295,292 | 199,715 | 7,227 | 106,528 | 99,696 | 708,459 | (151,335) | - | 557,124 |
| Probation | 110,568 | 219,007 | 57,214 | 26,476 | 186,720 | 598,985 | (105,430) | - | 493,555 |
| Agricultural Commissioner | 256,464 | 111,797 | (59,687) | 51,879 | 60,301 | 420,754 | (167,168) | - | 253,586 |
| Produce Inspection | 559 | 5,184 | (3,179) | 250 | (5,824) | (3,010) | (10,822) | - | (13,832) |
| Building Services | 159,133 | 43,056 | 284,792 | 326,666 | 42,333 | 855,879 | 280,107 | - | 1,135,986 |
| Planning | 98,702 | 56,952 | 251,234 | 367,178 | 397,152 | 1,171,218 | 316,946 | - | 1,488,164 |
| Environmental Services | 1,664 | 13,114 | (1,836) | 37,058 | 5,618 | 55,618 | - | - | 55,618 |
| Primary Health Care | 57,340 | 355,266 | 170,371 | 39,746 | 239,131 | 861,854 | 128,418 | - | 990,272 |
| Emergency Medical Services | 20,358 | 15,455 | 14,736 | 3,800 | 11,187 | 65,536 | (371) | - | 65,165 |
| Environmental Health | 133,185 | 95,609 | (17,504) | 15,293 | 82,692 | 309,475 | (31,321) | - | 278,154 |
| Public Guardian/Administrator | 11,468 | 17,785 | 18,547 | 91,996 | 398,347 | 538,142 | 411,104 | - | 949,246 |
| Children's Medical Services | 1,561 | 65,105 | (26,934) | 6,609 | 35,720 | 82,061 | (73,852) | - | 8,209 |
| Public Health & Health Administration | 394,420 | 217,015 | (122,143) | 49,563 | 313,929 | 852,784 | (216,669) | - | 636,115 |
| Animal Services | 84,097 | 33,571 | (6,126) | 20,371 | 79,164 | 211,176 | 43,360 | - | 254,536 |
| Military & Veterans' Services | 1,262 | 13,136 | (1,624) | 28,136 | 10,656 | 51,586 | 12,472 | - | 64,058 |
| Social Services | 43,472 | 951,809 | (386,140) | 224,219 | 1,709,931 | 2,543,290 | (124,492) | - | 2,418,798 |
| Area Agency on Aging | 295 | 12,836 | - | - | 10,266 | 23,397 | (2,233) | - | 21,164 |
| Agricultural Cooperative Extension | 16,947 | 9,371 | (2,427) | 9,716 | 4,487 | 38,094 | (5,461) | - | 32,633 |
| Parks | 134,315 | 64,725 | (10,217) | 28,974 | 202,929 | 420,726 | 115,526 | - | 536,252 |
| Parks - North Administration | - | - | (1,724) | - | - | (1,724) | - | - | (1,724) |
| Total Operating Departments | \$ 3,776,692 | \$ 3,990,132 | \$ 657,884 | \$ 4,818,056 | \$ 5,550,684 | \$ 18,793,449 | \$ (141,930) | \$ - | \$ 18,651,519 |

COUNTYWIDE COST ALLOCATION PLAN OF MONTEREY COUNTY FOR THE YEAR ENDING JUNE 30, 2017
Based on Actual Costs for the Year Ended June 30, 2015
COST EXHIBIT

| | External Overheads | Administrative Management | Information Technology Service Depts. | Resource Mgmt. Agency Service Departments | Other Service Departments | Total Net Allocation | Roll Forward | Adjustments | Total Allocation |
|--|-----------------------|------------------------------|---|---|------------------------------|-------------------------|-------------------|-------------|----------------------|
| NON-GENERAL FUND | | | | | | | | | |
| Roads & Bridges - Construction Projects | \$ 84,001 | \$ 77,098 | \$ 126,779 | \$ 458,483 | \$ 158,175 | \$ 904,536 | \$ (297,046) | \$ - | \$ 607,490 |
| Roads & Bridges - Maintenance | 181 | 140,518 | (6,719) | 344,830 | 110,763 | 589,573 | - | - | 589,573 |
| County Library | 201,792 | 123,390 | (124,324) | 268,444 | 109,741 | 579,043 | (279,233) | - | 299,810 |
| IHSS PA-Administration | 126 | 3,780 | - | - | 3,589 | 7,495 | 535 | - | 8,030 |
| Fish & Game Propagation | 2 | 3 | - | 3 | 142 | 150 | (153) | - | (3) |
| Office for Employment Training/WB | 1,470 | 43,407 | (9,343) | 4,403 | 24,179 | 64,116 | (50,840) | - | 13,276 |
| Community Action Partnership | 159 | 7,031 | - | - | 3,685 | 10,875 | 1,195 | - | 12,070 |
| Behavioral Health | 87,550 | 598,708 | (141,659) | 35,986 | 457,860 | 1,038,445 | (82,967) | - | 955,478 |
| Homeland Security Grant | 193 | 2,357 | - | - | 1,505 | 4,055 | (853) | - | 3,402 |
| Water Resources Agency | 5,163 | 83,789 | (17,247) | 5,561 | 63,100 | 140,366 | (103,270) | - | 37,096 |
| Emergency Communication - NGEN Radio Project | 500 | 7,704 | 86,052 | - | 2,774 | 97,030 | 30,488 | - | 127,518 |
| Enterprise Resource Projects | - | - | - | - | (159,451) | (159,451) | - | - | (159,451) |
| Natividad Medical Center | - | 1,767,891 | 285,629 | 7,372 | 1,126,551 | 3,167,243 | 7,603 | - | 3,174,846 |
| Resort at Nacimiento Lake | 137 | 23,218 | (4,718) | - | 21,887 | 40,523 | (10,025) | - | 30,498 |
| Resort at San Antonio Lake | 57 | 2,113 | - | - | 1,446 | 3,616 | (479) | - | 3,137 |
| Nacimiento Boat Patrol | - | - | - | - | 90 | 90 | (4,377) | - | (4,287) |
| North Shore Lake San Antonio | 46 | 6,482 | - | - | 2,955 | 9,483 | (23,668) | - | (14,185) |
| South Shore Lake San Antonio | 105 | 18,008 | (222) | - | 15,267 | 33,158 | (10,312) | - | 22,846 |
| Lake Events & Administration | 147 | 11,837 | (6,078) | - | (10,504) | (4,599) | (22,790) | - | (27,389) |
| General Liability Insurance (ISF) | 580 | 17,680 | - | - | 197,151 | 215,391 | (138,825) | - | 76,566 |
| Enterprise Risk | - | - | - | - | 754 | 754 | - | - | 754 |
| Workmens' Compensation (ISF) | 363 | 13,404 | - | 12 | 28,883 | 42,662 | 4,306 | - | 46,968 |
| Benefits (ISF) | 456 | 14,203 | - | - | 11,263 | 25,922 | (6,983) | - | 18,939 |
| LAFCO | - | - | - | - | 1,615 | 1,615 | (1,108) | - | 509 |
| Superior Court of CA - Mo Co | 1,586,764 | - | - | 338,337 | (84,126) | 1,840,975 | 749,360 | - | 2,590,335 |
| RDA - Successor Agency | - | - | - | 8,601 | 181,848 | 190,449 | 135,893 | - | 326,342 |
| All Others | 5,445 | 59,320 | 127,848 | 65,875 | 122,185 | 380,673 | (6,081) | - | 374,592 |
| All Others (Not Occupied) | 194,810 | - | (52,705) | 1,170,688 | - | 1,312,793 | 742,664 | - | 2,056,457 |
| Others | - | - | - | 103,580 | - | 103,580 | (9,250) | - | 94,330 |
| Total Non-General Fund | \$ 2,170,047 | \$ 3,021,719 | \$ 243,293 | \$ 2,812,174 | \$ 2,393,327 | \$ 10,640,560 | \$ 623,987 | \$ - | \$ 11,264,546 |
| TOTAL | \$ 5,946,739 | \$ 7,011,851 | \$ 901,177 | \$ 7,630,231 | \$ 7,944,011 | \$ 29,434,009 | \$ 482,056 | \$ - | \$ 29,916,065 |