

# BETTY T. YEE California State Controller

#### NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of San Bernardino San Bernardino, California Date:June 30, 2016Filing Ref:SBO17

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 **Summary of Claim Cost** (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. Auditor/Controller
- 3. County Counsel
- 4. Facilities Management Custodial
- 5. Facilities Management Grounds
- 6. Facilities Management Maintenance
- 7. Human Resources
- 8. Information Systems Development

- 9. Real Estate Services
- 10. General Services Group (ISF)
- 11. Telecommunication Services (ISF)
- 12. Computer Operations (ISF)
- 13. Vehicle Services (ISF)
- 14. Risk Management (ISF)
- 15. Flood Control Equipment (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 SAN BERNARDINO

BY Original signed by

Oscar Valdez Name Auditor-Controller/Treasurer/Tax Collector

Title 7-6-2016

Date

## BETTY T. YEE CALIFORNIA STATE CONTROLLER

BY Original signed by Anita Dagan for

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

7-15-2016

Date

Negotiated by Sandeep Singh Telephone (916) 445-2987

cc: State and Federal Agencies

Attachment

# SUMMARY OF CLAIMABLE COSTS

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			COSTS ALLOCATED FROM					
COSTS / Fund	ALLOCATE Dept	D ТО	ş	Computer Software + Equipment Use	Utilities	Rent	Arch. & Eng. AAA-ANE	
Operating	Units						4 <u> </u>	
Internal Se	ervice Funds							
IAG	PUR	Printing Services	17,071	0	19,522	0	0	
IAJ	ISD	IS - Computer Operations	232,014	0	595,597	0	0	
IAM	ISD	IS - Telecommunication Services	59,485	0	189,414	0	0	
IAV	PUR	Surplus Property & Storage Operations	46,962	0	57,665	0	0	
IAY	PUR	Mail/Courier Services	9,711	0	11,925	ů O	0	
IBP	RMG	Risk Management (all funds)	63,456	0	63,690	0	ů 0	
IFM	FLT	Fleet Management	0	0	164,843	0	0	
IPD	ISD	IS - Application Development	0	0	0	0	0	
Operating	Units							
Enterprise	Funds							
EAA	SWM	PW - Solid Waste Management (all funds)	0	0	100,914	0	0	
EAD	MCR	Arrowhead Regional Medical Center (all funds)	0	0	18,678	0	25,659	
Operating	Units							
General Fi	und Operating	Units						
AAA	APT	Airports (all funds)	45,573	32,530	336,603	0	0	
AAA	ASR	Assessor/Recorder/County Clerk	380,386	84,494	324,163	0	0	
AAA	AWM	Agriculture/Weights & Measures (all funds)	29,875	18,144	28,045	0	0	
AAA	BDF	Board of Supervisors (all funds)	136,450	1,235	75,518	0	0	
AAA	CBD	Clerk of the Board	26,662	1,962	14,967	0	0	
AAA	CCM	County Museum (all funds)	359,081	11,289	416,080	0	0	
AAA	CCP	Regional Parks (all funds)	551,660	2.1.04-04.000 1020	2,430,585	0	0	
AAA	ccs	PH - California Children's Services	0	51,591	0	0	0	
AAA	CTN	CTC - Court Judicial Benefits	0	0	0	0	0	
ΑΑΑ	DAT	District Attorney (all funds)	936,276	43,566	579,725	0	0	
AAA	DCS	Child Support Services	0	0	010,720	0	0	
AAA	DPA	Human Services Admin Claim (all funds)	63,480	0	52,492	0	0	
AAA	EDF	Economic Development Agency (all funds)	56,709	3,390	25,143	0	0	
AAA	EMC	PH - Indigent Ambulance	- 5,7 00	0,000		v	U	

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Auditor- Controller AAA-ATX	County Admin. Office AAA- CAO/FAB	County Counsel AAA-CCL	Fac. Mgmt Custodiai AAA-FMC	Fac. Mgmt Grounds AAA-FMG	Fac. Mgmt Maint. AAA-FMM	Human Resources AAA- HRD/UNI	IS - Geographical Info System AAA-ISD
9,308	4,364	0	861	(17)	(131)	8,528	2,183
23,500	33,906	0	10,646	(169)	(4,243)	(61,936)	5,130
24,427	26,264	0	(159)	(697)	2,829	3,881	(25,891)
(4,843)	843	0	0	(34)	(125)	1,652	179
12,509	7,180	0	571	(9)	(74)	13,949	1,809
302,998	15,953	518,432	(35,292)	(25)	(110,511)	(39,323)	4,394
63,844	23,364	1,724	293	(198)	229	46,470	(10,908)
19,604	23,298	0	(2,221)	(449)	(3,581)	(4,215)	217,008
30,704	23,586	(96,997)	5,819	2,626	(4,645)	21,266	(6,409)
789,683	948,167	(24,338)	118	(1,802)	(65)	1,447,325	211, <b>947</b>
18,470	5,829	40,400	83	(1)	(11)	11,456	1,234
82,085	64,225	182,917	11,385	(150)	(1,096)	77,759	24,789
21,366	18,772	9,561	2,175	(28)	(280)	36,631	4,418
18,114	14,363	227,647	(944)	(25)	2,819	48,217	3,040
17,560	3,716	72,037	· (628)	(10)	1,266	15,192	1,134
17,700	5,643	94,215	6,733	(178)	743	11,044	(3,022)
83,238	35,025	73,635	473	(8)	11	90,889	7,341
30,643	44,736	(1,083)	0	0	0	92,062	9,468
49	0	0	0	0	0	0	0
142,655	143,512	23,467	16,554	(214)	(2,321)	311,315	20,007
146,043	120,790	317	10,544	0	0	139,343	34,137
,144,996	1,425,809	190,353	10,656	(372)	(741)	1,969,120	291,788
21,589	9,074	4,285	2,259	(1,103)	(243)	(18,419)	2,293
337	0	0	0	0	0	0	0

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COSTS ALLOCATED FROM							
	Purchasing	Real Est Services AAA-	Total				
Fund/Dept	AAA-PUR	RPR/RNT	Actual				
Operating Units							
nternal Service Funds							
AG PUR	11,563	0	73,253				
AJISD	77,765	0	912,210				
AM ISD	47,838	28,011	355,401				
AV PUR	4,534	0	106,833				
AY PUR	3,401	0	60,971				
3P RMG	2,267	0	786,040				
FM FLT	49,425	15,098	354,186				
PD ISD	5,668	0	255,112				
Operating Units							
interprise Funds							
AA SWM	10,656	19,649	107,168				
AD MCR	367,742	16,847	3,799,960				
Operating Units							
General Fund Operating Units							
AA APT	9,069	193,440	694,675				
AA ASR	28,340	3,610	1,262,906				
AA AWM	1,81 <b>4</b>	150	170,642				
AA BDF	5,441	0	531,875				
AA CBD	2,040	0	155,898				
AA CCM	4,081	1,767	925,176				
AA CCP	9,749	7,915	3,374,322				
AA CCS	2,947	0	230,364				
AA CTN	0	0	49				
AA DAT	27,207	1,655	2,243,403				
AADCS	12,243	0	463,418				
AA DPA	160,745	0	5,308,326				
AA EDF	48,745	22,131	175,853				
AA EMC	0	0	337				

#### COSTS ALLOCATED FROM ..

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Cost	Total	Roll	Total	
Estimation	Estimated	Forward	Claimable	
				85
8,529	81,782	(26,628)	55,154	
53,109	965,319	207,004	1,172,323	
25,566	380,967	(22,796)	358,171	
5,194	112,026	6,109	118,135	
8,557	69,528	1,192	70,721	
(5,629)	780,411	331,884	1,112,294	
28,569	382,755	35,150	417,905	
18,096	273,209	255,112	528,321	
<i></i>				
11,916	119,084	(193,734)	(74,650)	
812,011	4,611,971	(33,035)	4,578,937	
(116,523)	578,152	181,254	759,406	
68,459	1,331,365	(92,055)	1,239,311	
17,775	188,418	(61,580)	126,838	
15,145	547,020	(48,306)	498,714	
5,073	160,971	(97,333)	63,638	
23,291	948,468	49,028	997,496	
27,712	3,402,034	(493,421)	2,908,613	
34,167	264,532	4,712	269,244	
3	52	3	54	
137,989	2,381,391	689,034	3,070,425	
90,171	553,589	(165,169)	388,420	
1,074,502	6,382,829	(264,202)	6,118,627	
2,550	178,403	14,108	192,510	
20	357	93	451	

			COSTS ALLOCATED FROM						
COSTS A Fund		ото	Space Use	Computer Software + Equipment Use		Rent	Arch. & Eng. AAA-ANE		
AAA	FLP	CTC - Drug Court Programs	0	0	0	0			
AAA	GJY	CTC - Grand Jury	15,361	0	6,513	0	0		
AAA	HCC	Health Administration	0	0	0	0	0		
AAA	IDC	CTC - Indigent Defense	0	0	0	0	0		
AAA	JPL	Capital Facilities Leases	0	0	0	0	0		
AAA	LIT	Litigation	0	0	0	0	0		
AAA	LNJ	Law and Justice Group (all funds)	0	0	0	0	0		
AAA	LUS	Land Use Services Department (all funds)	204,656	427,224	125,382	0	0		
AAA	MLH	Behavioral Health (all funds)	0	0	205,482	0	0		
AAA	OCH	HR - Ctr for Emp Hith & Wellness	0	935	0	0	0		
AAA	PBD	Public Defender	154,108	55,518	164,583	0	0		
AAA	PGD	Public Guardian - Conservator	43,105	7,993	58,621	0	0		
AAA	PHL	Public Health	261,461	292,470	320,446	0	0		
AAA	PRB	Probation - Admin, Corr & Det (all funds)	2,757,655	316,551	1,618,714	0	0		
AAA	ROV	Registrar of Voters	71,300	109,178	87,551	0	0		
AAA	SCL	County Schools	0	0	17,782	0	0		
AAA	SHR	Sheriff/Coroner/Public Administrator (all funds)	8,001,815	5,902,012	8,364,263	0	0		
AAA	SVR	PW - Surveyor (all funds)	9,832	35,076	25,795	0	0		
AAA	TRC	CTC - Trial Court Funding MOE	0	0	0	0	0		
AAA	VAF	Veterans Affairs	41,838	883	32,687	0	0		
Operating L	Inits								
Other Opera	ating Units								
(various)	(various)	Brd-Gov'd Special Districts (summary)	18,714	420,906	37,175	0	0		
AAF	OOA	Aging and Adult Services (all funds)	0	2,939	0	0	0		
CJV	CIP	Capital Improvement Funds (all funds)	0	0	0	0	277,592		
FPD	106	SBC Fire Protection District (all funds)	201,961	3,112,049	117,051	0	0		
RFZ	097	Flood Control District (all zones)	33,294	3,856	78,855	0	0		
RHH	498	IHSS Public Authority	0	0	0	0	0		
RRC	903	Children & Families First Commission	0	0	0	0	0		
RSC	HPS	Preschool Services	128,659	155,109	31,176	0	0		
SAA	TRA	PW - Transportation (all funds)	143,430	2,240,800	167,288	0	0		
SAC	JOB	Workforce Development (all funds)	0	9,976	0	0	0		

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Auditor- Controller AAA-ATX	County Admin. Office AAA- CAO/FAB	County Counsel AAA-CCL	Fac. Mgmt Custodial AAA-FMC	Fac. Mgmt Grounds AAA-FMG	Fac. Mgmt Maint. AAA-FMM	Human Resources AAA- HRD/UNI	IS - Geographical Info System AAA-ISD
448	0	0	0	0	0	0	0
1,837	0	4,008	0	(3)	(37)	0	21
1,368	300	0	0	0	0	588	64
2,618	0	0	0	0	0	0	0
(33,473)	0	0	0	0	0	0	0
278	0	٥	0	0	0	0	0
25,547	300	3,670	0	0	0	588	64
77,699	34,356	630,799	4,463	(61)	(805)	72,688	8,872
356,316	258,712	1,318	12,324	(110)	(2,674)	136,645	54,830
7,690	3,602	0	0	0	0	6,936	1,049
66,538	70,618	10,816	9,966	(134)	(2,231)	151,819	14,571
23,255	5,379	(679)	970	(28)	(268)	10,555	1,138
210,313	186,512	13,957	12,841	(147)	(2,435)	268,337	37,523
355,587	332,020	64,123	39,459	(758)	(11,651)	558,264	71,628
38,134	9,143	26,171	2,791	(59)	(1,036)	32,375	17,373
54,877	0	63,399	0	0	(15)	0	0
1,114,575	1,047,652	(188,810)	46,479	(562)	(20,723)	2,012,310	118,638
10,852	6,567	1,096	876	(13)	(120)	5,788	13,388
1,275	0	0	0	0	0	0	0
37,080	6,003	9,947	1,043	(13)	(183)	11,787	1,091
139,846	42,655	(7,322)	2,378	(14)	(178)	81,904	9,859
21,548	20,204	(9,254)	0	0	0	39,163	4,276
16,681	0	124,541	505	(14)	8,514	0	0
315,667	249,600	1,303	4,090	(50)	590	170,576	53,532
58,478	43,673	(6,282)	(304)	213	2,657	<b>41</b> ,871	19,239
7,695	8,359	1,514	0	0	0	16,950	1,769
532	0	5,401	0	0	0	16,652	1,501
176,532	179,867	(860)	0	(9)	(495)	1,275,600	38,069
109,838	89,276	62,695	3,267	(78)	(9,268)	186,958	13,264
51,677	25,928	(1,784)	0	0	(1,086)	68,797	5,488

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Fund/Dept	Purchasing AAA-PUR	Real Est Services AAA- RPR/RNT	Total Actual
AAA FLP	0	0	448
AAA GJY	0	226	27,924
AAA HCC	0	0	2,319
AAA IDC	227	0	2,845
AAA JPL	680	0	(32,793)
AAA LIT	6,802	0	7,080
aaa linj	0	0	30,168
AAA LUS	11,563	0	1,596,837
aaa mlh	62,348	14,008	1,099,200
AAA OCH	0	0	20,213
AAA PBD	17,911	11,432	725,514
AAA PGD	1,134	0	151,172
AAA PHL	78,672	8,743	1,688,694
AAA PRB	50,105	4,625	6,156,322
AAA ROV	9,522	0	402,443
AAA SCL	0	0	136,044
AAA SHR	389,961	27,639	26,815,248
AAA SVR	227	0	109,365
AAA TRC	0	0	1,275
AAA VAF	907	0	143,071
Operating Units			
Other Operating Units			
(various) (various)	64,389	61,768	872,080
AAF OOA	1,134	0	80,010
CJV CIP	81,620	40,652	550,090
FPD 106	116,535	13,387	4,356,292
RFZ 097	36,729	187,480	499,758
RHH 498	0	564	36,851
RRC 903	0	1,222	25,308
RSC HPS	42,624	21,755	2,048,027
SAA TRA	63,029	77,185	3,147,683
SAC JOB	16,097	14,873	189,965

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	Cost Estimation	Total Estimated	Roll Forward	Total Claimable			
1	27	475	(481)	(5)	 	 	
	578	28,502	(2,972)	25,530			
	292	2,611	(7,520)	(4,909)			
	180	3,025	(3,822)	(798)			
	1,312	(31,481)	(121,766)	(153,247)			
	776	7,855	2,171	10,026			
	2,015	32,183	21,034	53,217			
	26,994	1,623,831	168,439	1,792,270			
	216,242	1,315,442	(119,260)	1,196,183			
	2,969	23,182	(720)	22,461			
	67,191	792,705	(87,998)	704,707			
	8,267	159,439	(12,963)	146,477			
	171,091	1,859,785	(410,977)	1,448,808			
	392,638	6,548,960	255,080	6,804,039			
	16,524	418,966	(67,587)	351,379			
	6,883	142,927	(61,593)	81,333			
	1,039,519	27,854,767	2,519,102	30,373,869			
	6,578	115,943	(11,456)	104,486			
	76	1,350	(30)	1,320			
	8,992	152,062	43,389	195,451			
			(united processing)				
	6,141	878,221	146,194	1,024,415			
	15,681	95,691	(47,165)	48,526			
	(47,268)	502,823	277,145	779,968			
	206,634	4,562,926	18,905	4,581,831			
	(71,932)	427,826	85,670	513,496			
	5,961	42,812	5,492	48,304			
	2,406	27,714	(40,814)	(13,101)			
	228,056	2,276,083	(715,219)	1,560,865			
	45,840	3,193,523	(174,498)	3,019,025			
	16,735	206,700	(118,946)	87,753			
	.0,100	_00,100	(110,040)	01100			

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			COSTS ALLOCATED FROM						
COSTS A	LLOCATED Dept		Computer Software + Equipment Use		Rent	Arch. & Eng. AAA-ANE			
SAP	CLB	County Library (all funds)	374,530	46,260	38,127	0	0		
SCJ	CAO	Courthouse Temp Construction	0	0	0	0	0		
SCM	CAO	Criminal Justice Temp Const	0	0	0	0	0		
SFH	CAO	Disaster Recovery Fund	0	0	0	0	0		
SMI	ICM	Inland Cnties Emrgncy MdcI Agnt (ICEMA)	0	284,946	0	0	0		
Operating L	Inits								
All Other (various)	(various)	All Other	0.047.000	400.046	4 000 000	0			
(various)	(various)	Self-Gov'd Special Districts (summary)	2,247,820 0	133,246 13,251	1,038,338 0	0 0	0		
MPA	(vanous) 500	Mojave Desert AQMD (all funds)	0	13,251	0 D	0	0		
NEY	870	S A N B A G (all funds)	0	0	0	0	0		
NGJ	875	Inland Library System (all funds)	0	0	0	0	0		
NHY	890	LAFCO	0	0	0	0	0		
NIA	900	County Law Library	0	0	0	ů O	0		
PAB	RET	Board of Retirement - Admin (all funds)	0	0	0	0	\$ 0		
SQE	SSV	SA San Sevaine/Cedar Glen RDA (all funds)	0	1,090	0	0	0		
	То	tals	17,724,390 <i>4</i>	3,904,277	18,041,399	0	303,251		

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Auditor- Controller AAA-ATX	County Admin. Office AAA- CAO/FAB	County Counsel AAA-CCL	Fac. Mgmt Custodiai AAA-FMC	Fac. Mgmt Grounds AAA-FMG	Fac. Mgmt Maint. AAA-FMM	Human Resources AAA- HRD/UNI	IS - Geographical Info System AAA-ISD
84,724	61,878	478	(1,891)	(81)	873	149,217	<b>14</b> ,168
468	0	0	0	0	0	0	0
468	0	0	0	0	0	0	0
127	0	0	0	0	0	0	O
13,767	5,472	(1,255)	0	0	0	10,686	944
167,364	600	(17,792)	154,771	3,995	27,245	38,614	(116,086)
(122)	0	985	0	0	0	21,108	123
15/23/22 2N	0	0	0	0	0	0	0
(87)			0			00 505	00 570
(87) (19,277)	0	0	U	0	0	29,565	22,570
1/2/1 20	0 0	0 0	0	0	0	29,565 578	22,570 64
(19,277)							
(19,277) 507	0	0	0	0	o	578	64
(19,277) 507 4,714	0 1,801	0 0	0	0 0	0 0	578 3,517	64 3,204
(19,277) 507 4,714 (611)	0 1,801 0	0 0 0	0 0 0	0 0 0	0 0 0	578 3,517 0	64 3,204 0

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Fund/Dept	Purchasing AAA-PUR	Real Est Services AAA- RPR/RNT	Total Actual
27 			
SAP CLB	39,676	12,447	820,406
SCJ CAO	0	0	468
SCM CAO	0	0	468
SFH CAO SMI ICM	0 13,603	0 1,015	127 329,177
Operating Units			
All Other			
(various) (various)	2,040	30,506	3,710,660
(various) (various)	3,854	0	39,199
MPA 500	0	0	(87)
NFY 870	0	1,762	34,621
NGJ 875	0	0	1,149
NHY 890	0	0	13,236
NIA 900	0	0	(611)
PAB RET	0	0	50,795
SQE SSV	0	112	2,936
	2,004,670	841,673	78,240,374

Cost Estimatio	Total n Estimated	Roli Forward	Total Claimable	
72,64	893,054	(74,345)	818,709	
2	B 495	13	508	
2	8 495	(21)	474	
	8 135	(2)	133	
4,71	8 333,895	(28,944)	304,951	
45,15	2 3,755,812	(257,208)	3,498,604	
4,16	9 43,368	805	44,173	
5	3 (30)	4,390	4,360	
5,15	3 39,777	27,219	66,996	
12	5 1,274	214	1,488	
1,78	9 15,025	9,965	24,991	
26	3 (343)	1,615	1,272	
5,96	7 56,762	(5,928)	50,834	
(3	3) 2,897	(2,639)	258	
4,863,72	4 83,104,098	1,488,391	84,592,489	



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