

NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of San Benito Hollister, California Date:September 18, 2017Filing Ref:SBE18

Pursuant to federal Office of Management and Budget (OMB) Circular 2 CFR Part 200, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in the **2017-18** 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 **Exhibit A** (attached) are formally approved as actual costs for the **2015-16** fiscal year and as estimated costs for the **2017-18** 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, 2017**, 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. Information Technology

- 4. Auditor
- 5. Maintenance

3. County Counsel

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.

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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 200, 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: None.

SECTION IV: ACCEPTANCE

COUNTY OF SAN BENITO

BY Original signed by

Joe Paul Gonzalez Name

Auditor-Controller

Title 9-27-2017

Date

BETTY T. YEE CALIFORNIA STATE CONTROLLER

BY Original signed by

Jim Reisinger, Manager Local Government Policy and Reporting Local Govt Programs and Services Division

9-28-2017

Date

Negotiated by Ou Saelee Telephone (916) 445-2989

cc: State and Federal Agencies

Attachment

County of San Benito OMB A-87

Date Printed: 2/13/2017

Exhibit A

Cost Exhibit

Department	Total	10.1000 Board of Supervisors	15.1005 Clerk of the Board	15.1075 Geographical Info Systems	30,1155 Treasurer	35.1170 Assessor	30,1160 Tax Collector	20,1115 General Elections	15.1025 Grand Jury
- Building Depreciation	\$1 14,805	\$9,372	17 <u>-</u> 1	-	\$1,848	\$12,297	\$1,577	\$2,676	-
15.1015 Annual Audit	\$97,594	\$783	\$297	\$239	\$604	\$3,103	\$397	\$901	\$21
15.1010 Admin Officer	\$848,089	\$8,087	\$2,961	\$2,092	\$5,627	\$29,534	\$4,433	\$7,336	\$120
15.1065 Information Tech	\$292,268	\$3,183	\$10,730	\$3,580	\$2,506	\$14,423	\$6,386	\$8,530	-
25.1210 County Counsel	\$535,857	\$72,057	\$7,764	-	\$5,469	\$7,615	\$491	\$388	\$57
20,1140 Risk Management/Insurance	\$924,903	\$6,953	\$1,526	\$798	\$2,781	\$14,666	\$2,863	\$3,340	-
20.1145 Audilor	\$1,042,204	\$9,121	\$3,357	\$2,421	\$6,449	\$33,732	\$4,945	\$8,597	\$151
15.1080 Internal Services	\$476,793	\$5,864	\$2,052	\$1,173	\$3,519	\$19,116	\$3,519	\$3,519	1 <u>-</u> 1
70,1290 Maintenance	\$559,304	\$19,178	\$274	\$35	\$4,075	\$32,306	\$4,128	\$8,144	1
Total Actual Costs	\$4,891,816	\$134,598	\$28,961	\$10,338	\$32,678	\$166,792	\$28,739	\$43,431	\$349
Roll Forward Amounts	\$78,378	\$10,463	\$11,529	(\$376)	(\$428)	\$33,284	(\$21,488)	(\$4,544)	(\$10,200)
Regular Adjustments	-	-	8	-		÷	-		5 9 1
One-Time Adjustments	8 <u>4</u>	<u>-</u>		2		-			
Total Glaimable Costs	\$4,970,194	\$145,062	\$40,490	\$9,962	\$32,450	\$200,076	\$7,262	\$36,886	(\$9,852)



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Exhibit A

Cost Exhibit (continued)

Department	Total	45.1205 District Attorney	15,1030 Public Defender	40.1175 Sheriff	40.1185 Unet Anti-Drug Task Force	40,1185 Jail	50,1215 Probation	50,1220 Juvenile Hall	50.1225 Gang Prevention
- Building Depreciation	\$114,805	\$29,233	-		1		\$23,525		2
15,1015 Annual Audit	\$97,594	\$2,482	\$1,474	\$10,705	\$490	\$8,800	\$4,494	\$2,652	\$307
15.1010 Admin Officer	\$846,089	\$22,883	\$8,498	\$86,000	\$2,826	\$68,590	\$42,341	\$23,151	\$1,771
15.1065 Information Tech	\$292,268	\$13,795	-	\$36,435	\$237	\$13,517	\$32,970	\$11,235	\$1,594
25,1210 County Counsel	\$535,857	\$3,425	-	\$14,501			\$3,163	-	-
20,1140 Risk Management/Insurance	\$924,903	\$21,783	-	\$195,143	\$1,064	\$146,229	\$19,600	\$10,389	\$926
20.1145 Auditor	\$1,042,204	\$26,269	\$10,691	\$101,055	\$3,556	\$81,041	\$48,437	\$26,814	\$2,228
15.1080 Internal Services	\$476,793	\$14,074	-	\$39,874	-	\$29,319	\$26,974	\$12,900	-
70.1290 Maintenance	\$559,304	\$37,144	-	\$62,195		\$64,116	\$36,679	\$25,765	-
Total Actual Costs	\$4,891,816	\$171,087	\$20,663	\$545,907	\$8,173	\$411,613	\$238,083	\$112,908	\$6,828
Roll Forward Amounts	\$78,378	\$51,433	\$3,395	\$32,377	\$4,974	\$120,027	\$40,878	\$10,160	(\$5,342)
Regular Adjustments	-	-	-	14	<u>-</u> 27		2	240	-
One-Time Adjustments	-	-	7	-	(<u>-</u>)/	-		-	-
Total Claimable Costs	\$4,970,194	\$222,521	\$24,058	\$578,284	\$13,147	\$531,639	\$278,961	\$123,068	\$1,485

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County of San Benito OMB A-87

Exhibit A

Cost Exhibit (continued)

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Department	Total	60. 1250 Agricultural Commissioner	100.1256 Co Surveyor	28,1120 County Clerk	20.1125 Recorder	40.1200 Coroner	30,1165 Public Admin	15,1045 Emergency	65,1265 Planning & Zoning
- Building Depreciation	\$114,805	-		\$1,784	\$4,460	8 - 8	-	15	
15,1015 Annual Audit	\$97,594	\$1,345	1	\$230	\$641	\$93	\$4	\$588	\$2,982
15.1010 Admin Officer	\$848,089	\$13,470	2	\$1,326	\$6,554	\$536	\$21	\$4,818	\$23,980
15.1065 Information Tech	\$292,268	\$14,553		\$2,412	\$5,078	-		\$9,818	\$32,213
25.1210 County Counsel	\$535,857	\$1,576	5		\$5,149		-	\$2,010	\$197,754
20,1140 Risk Managemenl/insurance	\$924,903	\$6,833		\$1,468	\$3,175		-	\$3,309	\$11,980
20.1145 Auditor	\$1,042,204	\$15,264	e.	\$1,668	\$7,406	\$675	\$26	\$5,642	\$28,172
15.1080 Internal Services	\$476,793	\$9,382	2	• •	\$4,681		-	\$2,345	\$11,141
70.1290 Maintenance	\$559,304	\$19,863	2	\$4,790	\$11,138	\$674	\$1,608	\$3,137	\$27,817
Total Actual Costs	\$4,891,816	\$82,287	5	- \$13,678	\$48,293	\$1,979	\$1,659	\$31,667	\$336,040
Roll Forward Amounts	\$78,378	(\$28,622)	(\$27,328)	(\$9,898)	\$8,323	(\$13)	\$1,581	\$17,031	\$145,598
Regular Adjustments		-	4		-	-	-	-	
One-Time Adjustments		-	8				-	-	
Total Claimable Costs	\$4,970,194	\$53,664	(\$27,328)	\$3,780	\$56,615	\$1,986	\$3,239	\$48,697	\$481,639



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Exhibit A

Cost Exhibit (continued)

Department	Total	15.1850 Animai Control	65.1270 Housing & Econ Dev	65,1275 Abandon Vehicle	65.1280 General Plan Update	65.1285 Land Dev Project	15.1090 COG/Transit	16,1055 CMSP	15.1100 Comm Programs
- Building Depreciation	\$114,805	8	-	-	e e			1	
15,1015 Annual Audit	\$97,594	\$383	\$50	\$4	\$76	\$740	3		
15.1010 Admin Officer	\$848,089	\$2,205	\$286	\$22	\$440	\$4,267	7		· •
15.1065 Information Tech	\$292,268		1 01	.		10 10	-		\$1,850
25, 1210 County Counsel	\$535,857	\$69	. 	.	. <u>-</u>	-	-		3 .
20.1140 Risk Management/Insurance	\$924,903	-	-	\$7	-		\$2,381		\$3,093
20.1145 Auditor	\$1,042,204	\$2,775	\$360	\$27	\$554	\$5,369	\$4,823	-	· · ·
15.1080 Internal Services	\$476,793	-	-	-	-	(*)	\$8,210	-	-
70,1290 Maintenance	\$559,304	-		17 -	-	-	4	-	- -
Total Actual Costs	\$4,891,816	\$5,431	\$695	\$59	\$1,070	\$10,376	\$15,413	3	\$4,743
Roll Forward Amounts	\$78,378	\$115	(\$4,610)	(\$3,216)	(\$1,333)	\$5,915	(\$541)	3 <u>-</u>	
Regular Adjustments	·	-	-20	97 <u>-</u>		-	-	7	
One-Time Adjustments	-	-	-	-	<u>.</u>	-	<u>+</u>		
Total Claimable Costs	\$4,970,194	\$5,546	(\$3,914)	(\$3,158)	(\$263)	\$16,291	\$14,873		\$4,743

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Exhibit A

Cost Exhibit (continued)

Department	Total	80.1310 Veteran Services	55,1236 Library	15.1110 Ag Ext 4H Adv	70.1300 Veteran's Memorial Park	70.1395 Recreation	70,1295 PW Admin & Eng	70.1219 Road	95,7340 Council of Govt COG
- Building Depreciation	\$114,805	-	4	1321	-	1	í.		
15.1015 Annual Audit	\$97,594	\$141	\$1,363	\$58	\$130	\$86	\$1,847	\$3,270	-
15.1010 Admin Officer	\$848,089	\$1,530	\$11,788	\$334	\$1,465	\$495	\$17,076	\$29,570	
15.1065 Information Tech	\$292,268	\$2,700	\$21,431		-			\$39,480	\$22
25.1210 County Counsel	\$535,857	1	\$5,457	3. -	-	-	-	(\$3,924)	-
20.1140 Risk Management/Insurance	\$924,903	\$409	\$5,600		\$622	\$3,586	\$7,350	\$70,269	
20.1145 Auditor	\$1,042,204	\$1,715	\$13,675	\$420	\$1,632	\$622	\$19,592	\$34,049	\$2,111
15,1080 Internal Services	\$476,793	\$1,173	\$8,450		\$1,173	-	\$10,555	\$17,591	
70.1290 Maintenance	\$559,304	-	\$87,620	\$1,847	<u> </u>	4		\$15,972	-
Total Actual Costs	\$4,891,816	\$7,668	\$153,386	\$2,659	\$5,022	\$4,789	\$56,420	\$206,278	\$2,664
Roll Forward Amounts	\$78,378	(\$8,405)	\$9,172	\$2,398	(\$1,081)	(\$197)	8	\$15,917	a _
Regular Adjustments	-		12	-	<u>1</u>	2	-	-	a -
One-Time Adjustments	- <u>-</u>			-	2	-	-	-	-
Total Claimable Costs	\$4,970,194	(\$736)	\$162,557	\$5,056	\$3,941	\$4,592	\$56,420	\$222,195	\$2,664

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Exhibit A

Cost Exhibit (continued)

Department	Total	70.2020 CAP	70.2020 Road Overlay	221-80.2280 Human Services	222-80,2355 Pub Hith Authority	224-80,2365 Health	227-80,2475 Emergency Medical	228-90.2520 Mental Health	229-85.2530 Child Support
- Building Depreciation	\$114,805							<u>-</u>	-
15.1015 Annual Audit	\$97,594		\$434	\$18,089	\$300	\$4,737	\$413	\$8,854	\$2,849
15.1010 Admin Officer	\$848,089	8	\$2,503	\$183,595	\$3,873	\$41,312	\$3,808	\$79,195	\$29,288
15.1065 Information Tech	\$292,268	-		(\$48,346)	\$14,015	\$1,526	\$2,674	\$11,342	\$1,495
25.1210 County Counsel	\$535,857	\$123,528		\$31,842	5 .			\$8,172	\$1,450
20,1140 Risk Management/Insurance	\$924,903	-	\$239	\$281,925	\$1,819	\$19,880	\$1,665	\$33,617	\$14,578
20.1145 Auditor	\$1,042,204	-	\$3,149	\$211,162	\$4,240	\$47,857	\$4,371	\$91,355	\$33,087
15.1080 Internal Services	\$476,793	-		\$130,177	\$3,519	\$22,986	\$2,345	\$46,207	\$21,110
70,1290 Maintenance	\$559,304		-	\$3,216	\$6,124	*	\$2,466	\$1,920	\$274
Total Actual Costs	\$4,891,816	\$123,528	\$6,325	\$813,660	\$33,869	\$138,297	\$17,742	\$280,663	\$104,112
Roll Forward Amounts	\$78,378	(\$60,020)	-	(\$54,402)	\$6,379	(\$8,821)	(\$13,185)	(\$45,203)	(\$16,154)
Regular Adjustments	-		<u>~</u>	-	s -	-	(1	-	-
One-Time Adjustments	-	-	÷	-	-	<u>-</u>	112	2	
Total Claimable Costs	\$4,970,194	\$63,507	\$6 ₁ 325	\$759,258	\$40,268	\$129,476	\$4,556	\$235,459	\$87,957

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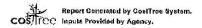
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Exhibit A

Cost Exhibit (continued)

Department	Total	230-90,2535 Substance	240-80,2555 CSWD	251-45.2980 Victim Witness	266-80,3030 Migrant Housing	280-15,3040 County Fire	261-80.3050 Mosquito Abatement	15.3070 Fish & Game	70.3250 CSA Maint & Ops
- Building Depreciation	\$114,805				121		-	-	-
15.1015 Annual Audit	\$97,594	\$2,084	\$2,367	\$257	\$654	\$2,056	\$331	-	\$66B
15.1010 Admin Officer	\$848,089	\$17,017	\$13,644	\$2,556	\$5,913	\$11,850	\$2,621		\$3,848
15.1065 Information Tech	\$292,268	÷	\$14,831		\$421	-		-	-
25.1210 County Counsel	\$535,857	-	\$799	6	-	-	-	-	\$7,083
20.1140 Risk Management/Insurance	\$924,903	\$8,066	\$6,941	\$1,322	\$2,279		\$1,251	-	14 alta at
20.1145 Auditor	\$1,042,204	\$19,937	\$24,055	\$2,900	\$6,809	\$14,909	\$3,086	-	\$4,841
15.1080 Internal Services	\$476,793	\$8,210	53 11	\$1,759	\$3,519	-	\$1,173	-	
70.1290 Maintenance	\$569,304		\$1,573	-		-		-	<u>.</u>
Total Actual Costs	\$4,891,816	\$55,313	\$64,211	\$8,795	\$19,695	\$28,815	\$8,461	-	\$16,439
Roll Forward Amounts	\$78,378	(\$18,229)	\$8,690	\$964	(\$4,032)	\$5,511	(\$1,644)	-	(\$11,076)
Regular Adjustments	-	-	3 <u>-</u>				-	-	
One-Time Adjustments		-	13		-	2	-	-	-
Total Claimable Costs	\$4,970,194	\$37,084	\$72,900	\$9,758	\$15,562	\$34,326	\$6,817	-	\$5,364



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Exhibit A

Cost Exhibit (continued)

Department	Total	70.3600 CAP PRJ/CAP	301-75.3800 Integrated Waste	95,4530 Cons Courts	626-95,7280 LAFCO	627-957290- 957330 Local Transit Authority	628-957370- 967390 COG	- All Other	2nd Alloc Remains
- Building Depreciation	\$1 14,805	9 <u>7</u> 0		\$28,034	•				
15.1015 Annual Audit	\$97,594	\$670	\$1,002	1		(3)	3	\$49	18
15.1010 Admin Officer	\$848,069	\$3,860	\$6,490	-	n de la companya de l	÷	÷.	\$283	-
16.1065 Information Tech	\$292,268	0.5	\$2,563	\$254	20	s .:	-	\$1 ,015	1.55
25.1210 County Counsel	\$535,857	\$9,979	\$13,781	-	\$3,970	\$8,335	\$2,891	\$1,005	\$2
20.1140 Risk Management/Insurance	\$924,903	\$181	\$782		\$3	-	\$1,778		\$5
20.1145 Auditor	\$1,042,204	\$4,855	\$7,954	-	\$1,150	3 - 3	\$7,324	\$33,734	\$7
15.1080 Internal Services	\$476,793		\$1,173	-	-	3 - (-	; - 0	-
70.1290 Maintenance	\$559,304		\$B24	\$71,582	-	-	-	\$2,818	\$1
Total Actual Costs	\$4,891,816	\$19,544	\$34,568	\$99,B70	\$5,123	\$8,335	\$11,993	\$38,904	\$15
Roll Forward Amounts	\$78,378	(\$35,162)	(\$16,478)	\$4,798	\$3,125	-	(\$36,481)	(\$27,148)	2 <u>~</u>
Regular Adjustments	-	13 - 2	2	-	2	-	2	1 - 11	194
One-Time Adjustments	-	9 <u>1</u> 2	2	-	Ţ	F	-	-	7
Total Claimable Costs	\$4,970,194	(\$15,617)	\$18,090	\$104,668	\$8,249	\$8,335	(\$24,488)	\$11,756	\$15

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