

Malia M. Cohen California State Controller

NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of Santa Cruz Santa Cruz, California

Date: June 21, 2023 Filing Ref: SCR24

Pursuant to the federal Office of Management and Budget Circular Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Grants (Uniform Guidance), found at Title 2, Code of Federal Regulations, Part 200, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in fiscal year **2023-24**. 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. Furthermore, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied by the Data Processing Department.

SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST ALLOCATIONS

The indirect overhead and support service costs listed in the **Summary Schedule** (attached) are formally approved as actual costs for fiscal year **2021-22**, and as estimated costs for fiscal year **2023-24** on a "fixed with carry-forward" basis. These costs may be included as part of the county departments' costs indicated effective **July 1**, **2023**, 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-TTC
- 3. County Administration
- 4. County Counsel
- 5. General Services Admin
- 6. Facilities Management
- 7. Central Purchasing
- 8. Central Stores
- 9. Technical Radio Services
- 10. Personnel

- 11. Central Duplicating (ISF)
- 12. Information Services (ISF)
- 13. Public Works (ISF)
- 14. Service Center (ISF)
- 15. Risk Management (ISF)
- 16. Dental and Health (ISF)
- 17. Liability and Property (ISF)
- 18. Workers' Compensation (ISF)
- 19. Employee Benefits Admin (ISF)
- 20. State Unemployment (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 cost 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 county departments' costs 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 and used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.

County of Santa Cruz

B. CHANGES: Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and 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 by 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 Uniform Guidance, 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 fiscal year 2023-24 Cost Allocation Plan.

SECTION IV: ACCEPTANCE

COUNTY OF SANTA CRUZ

BY Original signed by

Edith Driscoll Name <u>Auditor-Contoller</u> /Treasurer-Tax Collector

Title 06-22-2023 Date

MALIA M. COHEN CALIFORNIA STATE CONTROLLER

BY Original signed by

SANDEEP SINGH Manager Local Government Policy Section Local Govt Programs and Services Division

<u>06-28-2023</u>

Date

cc: State and Federal Agencies Attachment: Summary Schedule Negotiated by Loc Trinh Telephone (916) 327-2284

Department	103210 Agricultural Commiss.	103300 Weights & Measures	103400 Mosquito Abatement # 53	106000 Ag Extension Services	109100 Assessor	150000 Board of Supervisors	182000 Clerk of the Board	183000 Economic Dev	184000 Cannabis Licensing	185000 Homeless Coordinator
1 000001 Bldg Depreciation	\$69,391	\$0	\$0	\$40,643	\$7,238	\$5,889	\$711	\$491	\$380	\$0
2 000002 Equipment Depreciation	0	4,640	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	20,111	2,450	10,379	1,075	24,677	21,411	5,570	496	35,345	1,388
5 181000 County Administration	19,282	2,481	8,772	1,190	26,235	23,751	4,942	976	5,546	8,775
6 240000 County Counsel	6,897	0	0	0	33,296	332,119	19,842	0	172,323	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	12,934	0	0	64,787	86,616	72,706	4,670	5,858	4,501	0
10 334100 Central Purchasing	1,303	651	3,712	65	716	261	456	65	261	0
11 334200 Central Stores	(22)	(3)	(7)	0	(13)	(11)	(1,489)	0	0	0
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	16,191	5,753	4,680	565	390	302	0
14 510000 Personnel	11,249	1,406	4,922	703	14,765	13,359	2,812	703	2,812	2,109
15 515202 General Insurance	29,057	0	0	24,421	22,789	32,062	0	0	0	0
Total Current Allocations	170,201	11,626	27,778	149,076	222,072	506,226	38,078	8,978	221,470	12,272
Less: Prior Year Allocations	176,804	13,553	25,129	133,093	201,036	411,867	37,772	17,159	247,098	153,047
Carry-Forward	(6,603)	(1,927)	2,649	15,983	21,037	94,359	306	(8,181)	(25,628)	(140,775)
Proposed Costs	\$163,598	\$9,698	\$30,427	\$165,059	\$243,109	\$600,585	\$38,384	\$797	\$195,842	\$(128,503)

Department	186000 Response Recovery & Resiliency	214000 Clerk Elections	231000 Recorder	250000 Child Support Services	270000 D.A Public Admin	302100 Disaster Response	302200 COVID-19 Response	302300 Complex Fire 2020 Response	304100 County Fire Department	350000 Grand Jury
1 000001 Bldg Depreciation	\$0	\$4,789	\$4,768	\$0	\$22,801	\$0	\$0	\$0	\$0	\$273
2 000002 Equipment Depreciation	0	0	5,356	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	92,187	45,782	17,592	34,749	136,205	2,098	21	75	17,367	939
5 181000 County Administration	1,366	32,716	8,622	37,390	132,208	1,219	3	12	1,986	30
6 240000 County Counsel	0	47,258	0	1,583	111,091	0	0	0	0	36,235
7 303100 Communications-911	0	0	0	0	0	54,586	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	2,939	0	0	2,634	0
9 333000 Facilities Management	0	56,861	73,305	63,966	696,845	38,964	0	0	0	3,489
10 334100 Central Purchasing	847	2,214	912	1,303	7,457	130	0	65	7,490	130
11 334200 Central Stores	0	(36)	(465)	0	(298)	(32)	0	0	0	0
12 431000 Technical Radio Services	0	0	0	0	24,843	9,089	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	3,806	3,790	0	15,711	0	0	0	0	217
14 510000 Personnel	0	19,686	4,922	21,093	70,308	703	0	0	0	0
15 515202 General Insurance	0	2,875	2,256	41,409	57,126	6,701	0	0	0	0
Total Current Allocations	94,400	215,953	121,058	201,491	1,274,297	116,396	24	152	29,477	41,313
Less: Prior Year Allocations	0	233,729	106,186	153,954	836,116	92,401	353,950	0	46,489	26,342
Carry-Forward	0	(17,776)	14,873	47,537	438,182	23,996	(353,926)	0	(17,012)	14,970
Proposed Costs	\$94,400	\$198,177	\$135,931	\$249,028	\$1,712,479	\$140,392	\$(353,902)	\$152	\$12,465	\$56,283

Department	360000 Health Services Agency	363320 Public Guardian	3670 HSA Environment al Health	3601 Agency and Admin Support Svcs	3610 Medical Clinics	3620 Public Health	3628 HSA	3630 Mental Health (Div 30 & 40)	3640 Substance Abuse	3650 Medicruz
1 000001 Bldg Depreciation	\$656,654	\$3,576	\$5,351	\$0	\$94,762	\$42,183	\$0	\$93,942	\$0	\$0
2 000002 Equipment Depreciation	0	0	0	0	34,721	67,163	0	0	0	0
3 131215 Cert Debt Svc Interest	404,482	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	171,577	4,332	46,886	80,395	234,326	138,137	0	486,092	10,844	22,250
5 181000 County Administration	0	1,863	43,634	60,013	251,589	162,666	0	299,945	23,859	7,418
6 240000 County Counsel	438,348	118,450	82,872	0	0	0	0	0	0	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	(151,529)	(0)	62,824	0	0	0	0	0	0	0
10 334100 Central Purchasing	0	0	2,410	4,559	17,520	12,179	0	12,310	3,908	847
11 334200 Central Stores	(7,566)	0	0	0	0	0	0	0	0	0
12 431000 Technical Radio Services	0	0	0	0	0	606	0	0	0	0
13 490000 Parks, Open Space & Cultural	209,442	3,711	4,252	0	37,749	16,804	0	37,423	0	0
14 510000 Personnel	0	0	24,608	(250,671)	142,726	96,323	0	142,023	17,577	2,109
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
- Total Current Allocations	1,721,407	131,932	272,836	(105,704)	813,393	536,062	0	1,071,734	56,188	32,625
Less: Prior Year Allocations	1,490,423	18,993	222,462	199,322	585,153	233,435	0	916,096	30,296	39,974
Carry-Forward	230,985	112,939	50,374	(305,026)	228,240	302,627	0	155,639	25,892	(7,350)
Proposed Costs	\$1,952,392	\$244,872	\$323,210	\$(410,730)	\$1,041,633	\$838,689	\$0	\$1,227,373	\$82,080	\$25,275

Department	3660 Detention Medical Services	391200 HRA · Homeless Assist.	391300 Shelter & Care	391500 SCZ Complex Fire Shelters		391700 HRA - Participant	392100 Human Services	392200 HRA Categorical Aids	392300 HRA - General Assist.	392400 HRA - Family Relations
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$348,630	\$0	\$0	\$0
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	218,104	0	0	0
4 120000 Auditor-Controller-TTC	0	51,566	157,611	867	7,668	0	683,358	3,406	0	3,138
5 181000 County Administration	0	20,427	153,564	1,909	6,049	0	582,966	0	0	71
6 240000 County Counsel	0	0	0	0	0	0	147,879	0	0	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	0	0	0	0	113,935	0	0	0
10 334100 Central Purchasing	0	1,954	4,429	0	2,261	0	21,037	65	0	391
11 334200 Central Stores	0	(1,818)	0	0	0	0	(7,790)	0	0	0
12 431000 Technical Radio Services	0	0	0	0	0	0	8,046	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	0	0	0	156,557	0	0	0
14 510000 Personnel	0	7,734	95,619	1,406	2,812	0	382,479	0	0	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
- Total Current Allocations	0	79,863	411,224	4,182	18,790	0	2,655,201	3,471	0	3,599
Less: Prior Year Allocations	0	1,779	20,937	0	19,444	0	2,590,985	6,481	0	762
Carry-Forward	0	78,084	390,286	0	(654)	0	64,216	(3,010)	0	2,837
Proposed Costs	\$0	\$157,946	\$801,510	\$4,182	\$18,136	\$0	\$2,719,417	\$461	\$0	\$6,436

Summary Schedule

Department	393000 Veterans Service Offcr	395200 Community Programs	451000 GF - Courts	540000 Planning	572000 Probation/Ju venile Hall	574000 Probation	576000 St. Corrections	577000 Care of Court Wards	591000 Public Defender	600000 DPW
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$15,425	\$37,508	\$62,064	\$0	\$0	\$0	\$27,569
2 000002 Equipment Depreciation	0	0	0	0	556	0	0	0	1,457	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	5,003	2,066	69	108,260	46,205	176,838	95	375	68,201	418,494
5 181000 County Administration	4,903	0	0	84,779	51,558	117,185	0	39	12,745	312,522
6 240000 County Counsel	0	0	9,949	296,403	0	42,962	0	0	11,234	86,331
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	39,011	188,073	48,068	335,752	0	0	0	306,387
10 334100 Central Purchasing	782	3,843	0	3,126	3,452	9,612	130	195	6,122	21,716
11 334200 Central Stores	(2)	0	0	(54)	(562)	0	0	0	0	(2,112)
12 431000 Technical Radio Services	0	0	0	0	32,720	0	0	0	0	204,406
13 490000 Parks, Open Space & Cultural	0	0	0	12,259	62,363	62,099	0	0	0	11,763
14 510000 Personnel	2,812	0	0	45,700	31,639	64,684	0	0	1,406	182,655
15 515202 General Insurance	0	0	0	0	62,838	33,724	0	0	0	0
Total Current Allocations	13,498	5,909	49,029	753,972	376,345	904,919	225	610	101,165	1,569,731
Less: Prior Year Allocations	11,899	6,999	23,870	725,778	339,843	1,023,295	292	459	256,967	1,424,148
Carry-Forward	1,599	(1,090)	25,159	28,193	36,502	(118,376)	(67)	151	(155,802)	145,582
Proposed Costs	\$15,097	\$4,819	\$74,188	\$782,165	\$412,847	\$786,543	\$158	\$760	\$(54,637)	\$1,715,313

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Department	661000 Sheriff- Coroner	661500 Burial of Indigents	662000 Detention	664000 Crt Security	131830 Assn of Monterey BAG	131855 County Library	134945 Cultural Services	135420 Fish & Game	543100 Housing Planning	136101 RDA Oversite- Housing
1 000001 Bldg Depreciation	\$1,242,296	\$0	\$421,889	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 000002 Equipment Depreciation	54,074	0	63,317	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	344,405	0	218,925	35,011	0	22,277	0	0	3,021	0
5 181000 County Administration	233,973	0	180,585	40,843	0	8,533	0	0	1,288	0
6 240000 County Counsel	195,364	0	0	0	0	0	0	0	0	0
7 303100 Communications-911	873,368	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	2,157	0	607,911	0	0	0	0	0	0	0
10 334100 Central Purchasing	17,391	0	10,877	195	0	0	0	0	0	0
11 334200 Central Stores	(265)	0	(2,528)	0	0	0	0	0	0	0
12 431000 Technical Radio Services	373,280	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	176	0	73,132	0	0	0	0	0	0	0
14 510000 Personnel	120,227	0	94,916	23,202	0	0	0	0	0	0
15 515202 General Insurance	1,137,767	0	517,331	0	0	0	0	0	0	0
- Total Current Allocations	4,594,215	0	2,186,355	99,251	0	30,810	0	0	4,309	0
Less: Prior Year Allocations	4,020,322	116	2,170,137	82,010	0	59,639	0	0	6,177	0
Carry-Forward	573,893	(116)	16,218	17,242	0	(28,829)	0	0	(1,868)	0
Proposed Costs	\$5,168,108	\$(116)	\$2,202,573	\$116,493	\$0	\$1,981	\$0	\$0	\$2,440	\$0

Summary Schedule

Department	333500 Fleet Operations(I SF)	420000 Information Srvcs(ISF)	423000 Duplicating(I SF)	511100 Dental/Healt h Self Ins		515200 Liab. & Property Ins.	515300 Workers Comp Self Ins.	515400 State Unemployme nt Ins.	515505 Employee Benefit	304300 CSA#4 Pajaro Dunes
1 000001 Bldg Depreciation	\$0	\$12,189	\$2,136	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	14,645	110,319	3,955	9,180	13,108	39,030	23,160	2,882	5,140	4,255
5 181000 County Administration	5,771	64,532	2,466	1,455	13,293	6,244	3,715	472	1,283	794
6 240000 County Counsel	0	13,737	0	0	0	(206,170)	6,105	0	0	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	30,619	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	170,880	159,089	27,032	0	(21,847)	0	0	0	0	0
10 334100 Central Purchasing	3,778	5,970	1,498	130	586	391	391	0	195	1,368
11 334200 Central Stores	(509)	(96)	0	0	(187)	0	0	0	0	0
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	9,687	1,698	0	0	0	0	0	0	0
14 510000 Personnel	2,812	32,342	1,406	0	7,734	0	0	0	0	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
Total Current Allocations	227,996	407,769	40,191	10,765	12,687	(160,505)	33,371	3,354	6,618	6,417
Less: Prior Year Allocations	160,884	426,601	46,459	9,961	276,417	(67,262)	29,866	1,818	12,108	8,723
Carry-Forward	67,112	(18,833)	(6,267)	804	(263,730)	(93,243)	3,504	1,536	(5,490)	(2,306)
Proposed Costs	\$295,108	\$388,936	\$33,924	\$11,569	\$(251,043)	\$(253,748)	\$36,875	\$4,890	\$1,129	\$4,110

FY 2022 12/28/2022

Department	135461 SC Flood Control Zone 4	135462 SD- FC/WC	133607 SC Septage CSA 12 Gen	133608 SC Septage CSA 12 ZoneA	134910 CSA#11 Park & Rec	136105 CSA 9E	702000 LAFCO	702800 Animal Services Auth.	720000 Transportatio n Comm.	750000 Superior Court
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$2,469	\$9,240	\$0	\$91,356
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller-TTC	4,050	2,348	0	69	5,615	162	(431)	15,740	0	361
5 181000 County Administration	676	392	0	0	934	27	954	40,939	0	0
6 240000 County Counsel	0	0	0	0	0	0	(11,174)	4,918	0	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	0	0	0	0	27,972	4,589	0	71,870
10 334100 Central Purchasing	847	1,368	65	65	65	195	65	326	0	0
11 334200 Central Stores	0	0	0	0	0	0	(87)	(87)	0	0
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	0	0	0	1,962	0	0	31,870
14 510000 Personnel	0	0	0	0	0	0	703	19,686	0	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
Total Current Allocations	5,572	4,108	65	134	6,614	384	22,434	95,352	0	195,458
Less: Prior Year Allocations	5,784	2,862	0	1,794	5,828	288	48,983	140,548	6,217	229,676
Carry-Forward	(211)	1,247	0	(1,659)	786	97	(26,549)	(45,197)	(6,217)	(34,218)
Proposed Costs	\$5,361	\$5,355	\$65	\$(1,525)	\$7,400	\$481	\$(4,114)	\$50,155	\$(6,217)	\$161,240

Summary Schedule

Department	61xxxxx RDA Successor Agency	999999 All Other	Total
1 000001 Bldg Depreciation	\$0	\$250,664	\$3,577,277
2 000002 Equipment Depreciation	0	0	231,283
3 131215 Cert Debt Svc Interest	0	0	622,586
4 120000 Auditor-Controller-TTC	709	85,622	4,361,535
5 181000 County Administration	0	1,912,557	5,038,932
6 240000 County Counsel	(48)	71,496	2,069,298
7 303100 Communications-911	0	163,757	1,091,710
8 331000 General Services Admin	0	0	36,192
9 333000 Facilities Management	0	781,304	3,958,980
10 334100 Central Purchasing	130	66,498	273,280
11 334200 Central Stores	(128)	(396)	(26,563)
12 431000 Technical Radio Services	0	50,803	703,794
13 490000 Parks, Open Space & Cultural	0	60,027	844,379
14 510000 Personnel	0	0	1,468,224
15 515202 General Insurance	0	1,355	1,971,711
Total Current Allocations	664	3,443,686	26,222,618
Less: Prior Year Allocations	2,327	1,618,845	22,762,946
Carry-Forward	(1,664)	1,824,842	3,360,873
Proposed Costs	\$(1,000)	\$5,268,528	\$29,583,491

FY 2022 12/28/2022