



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 8/27/2019

Agenda Placement: 6Q

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Minh Tran - County Executive Officer  
County Executive Office

**REPORT BY:** Ben Guerrieri, Management Analyst II - 707-253-4197

**SUBJECT:** Request approval for agreement with MGT of America Consulting LLC for SB90 and A87 preparation

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### **RECOMMENDATION**

County Executive Officer requests approval of and authorization for the Chair to sign an agreement with MGT of America Consulting LLC for a maximum amount of \$33,125 for the term July 1, 2019 through June 30, 2020 for the preparation of SB 90 reimbursement claims and the annual Indirect Cost Plan.

### **EXECUTIVE SUMMARY**

In 2013, the County issued a Request for Proposals and selected MGT of America for the preparation of SB90 reimbursement claims and the Indirect Cost Plan. An agreement was executed by the Purchasing Agent effective July 1, 2013 through June 20, 2014 with the provision of a one-year automatic renewal. The original agreement was amended and modified carrying it through Fiscal Year 2018-2019, terming June 30, 2019. Staff is requesting approval of this new agreement to provide the same services with a slight increase in cost to cover an old invoice due to an accounting error in Fiscal Year 2018-2019. Approval of this agreement will also ensure continuity of service provision for this fiscal year while staff initiate a Request for Proposals for Fiscal Year 2020-2021.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Central Services
Is it Mandatory or Discretionary?	Discretionary

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Discretionary Justification:	This service is necessary to ensure the accurate and timely preparation of SB90 claims and the Indirect Cost Plan. These items are critical for the County to seek reimbursement particularly from the State and Federal government for services provided.
Is the general fund affected?	Yes
Future fiscal impact:	None for this agreement. The County is preparing to complete a formal Request for Proposals process for future fiscal years.
Consequences if not approved:	If this item is not approved, the County will need to seek a new vendor or develop internal expertise to create SB90 claims and the Indirect Cost Plan. MGT provides these services to many local jurisdictions and the County benefits from their expertise.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Passed by the Legislature in 1972, SB90 states that if the Legislature or a state agency mandates that a local government provide a new or enhanced service, they must provide funding for the cost of providing the new or enhanced services. The State Controller's Office is tasked with paying claims when the State Legislature provides a budget allocation for that purpose.

The CFR Part 225 Cost Allocation Plan (Indirect Cost Plan) is used by the State and Federal governments as an acceptable methodology for billing indirect costs for funded services including road projects, health and human services allocations, grants and other programs.

MGT of America Consulting LLC is a highly qualified firm providing these specialized services. They work closely with many counties, the California State Association of Counties (CSAC) and the State Controller's Office to ensure full reimbursement of eligible SB90 claims filed in a complete and timely manner in addition to preparing the Indirect Cost Plans for other jurisdictions. The County Executive Office and the Auditor-Controller track all SB90 claims filed with the State Controller's Office and oversee the cost plan process. Although the State is not fully reimbursing SB90 at this time, the County has received payments for previous claims submitted and it's important to continue to submit claims for future payment. The County could lose out on significant revenue annually if SB90 claims or the Indirect Cost Plan are not prepared appropriately and timely.

MGT of America Consulting LLC is not a local vendor.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp