



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legislation Details (With Board Report)

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|----------------------|---------------|----------------------|----------------------------------|
| File #: | A 24-211 | Name: | Kevin W. Harper CPA & Associates |
| Type: | BoS Agreement | Status: | Passed |
| File created: | 5/2/2024 | In control: | Board of Supervisors |
| On agenda: | 5/14/2024 | Final action: | 5/14/2024 |

Title: a. Approve and authorize the Director or Assistant Director of the Department of Social Services to sign an agreement with nonstandard indemnification provisions with Kevin W. Harper CPA & Associates for federal subrecipient monitoring services, federal audit and compliance consulting services and staff training, for the period of May 21, 2024 - June 30, 2027, with a contract total of \$103,850; and
 b. Authorize the Director or Assistant Director of the Department of Social Services to sign up to three (3) future amendments to this Agreement where the total amendments do not exceed 10% (\$10,385) of the original contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$114,235.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. KevinW.HarperCPA&AssociatesAgreement_PROPOSED, 3. Completed Board Order Item No. 23, 4. Fully Executed Agreement - Kevin W. Harper CPA & Associates

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|--------|--------|
| 5/14/2024 | 1 | Board of Supervisors | | |

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RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve and authorize the Director or Assistant Director of the Department of Social Services to sign an agreement with nonstandard indemnification provisions with Kevin W. Harper CPA & Associates for federal subrecipient monitoring services, federal audit and compliance consulting services and staff training, for the period of May 21, 2024 - June 30, 2027, with a contract total of \$103,850; and
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SUMMARY/DISCUSSION:

The Department of Social Services (DSS) receives federal funds for programs and services, where the funds are passed through to DSS from the state. DSS then contracts with agencies and other service providers to provide

and manage the services. The services provided under this agreement are required to ensure DSS meets all the contract monitoring, audit and compliance requirements when acting as a pass-through agency for these federal funds.

In addition, the State requires outside validation by an independent certified public accountant on one of the food and nutrition services report (FNS 209) that DSS submits monthly to California Department of Social Services.

The Department recommends the approval of this non-standard agreement that includes mutual indemnity.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller and Purchasing have reviewed and approved this agreement. County Counsel has approved the agreement as to form. Risk Management has approved the nonstandard insurance terms.

FINANCING:

Funding is provided by Federal and State revenues and Realignment funds. Sufficient appropriations and estimated revenues are included in the SOC005 FY2023-24 Adopted Budget to support costs in the current fiscal year. For future fiscal years, sufficient funds are included in the FY 2024-25 Requested Budget and will continue to be incorporated into future years' budget cycles.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This amendment correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by allowing the Department of Social Services to comply with all audit and compliance requirements when acting as a pass-through agency for federal funds.

Check the related Board of Supervisors Strategic Initiatives:

Economic Development

Administration

Health & Human Services

Infrastructure

Public Safety

Prepared by: Ana Cuin, Management Analyst, x1590

Approved by: Lori A. Medina, Director, x4430

Attachments: Agreement Proposed

Proposed Amendment is on file with the Clerk of the Board as an attachment to this Board Report.