

## ENCLOSURE B

### REPORT ON ADMINISTRATIVE EXPENDITURES

Page 1 of 5

Regional Center: San Gabriel/Pomona

Date Completed: 11/23/2020

Contact Person: Roy Doronila

Telephone: 909-868-7563

**INSTRUCTIONS:** Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2019-20, including:

- only those expenditures made from the regional center Operations budget;
- all administrative services purchased including, but not limited to, managerial, consultant, accounting, personnel, labor relations, and legal services; and,
- expenditures procured under a contract or otherwise.

*Do not include contracts for the maintenance, repair or purchase of equipment or property.*  
You may copy and use additional sheets of this form.

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 19-20
ADP	Human Resources	Payroll Processing	\$79,827.12
Paylocity	Human Resources	Payroll Processing	\$11,712.75
ARCA	Administrative Services	Administrative Services	\$80,458.00
Company Mileage	Human Resources	Service Fees Mileage Program	\$ 8,410.20
Pay Pal	Administrative Services	Service Fees	\$792.67

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 19-20</b>
Employers Cost Containment Group	Human Resources	Unemployment Compensation Management Services	\$2,000.00
Health and Human Resources Center, Inc	Human Resources	Employee Assistance Program	\$9,320.52
AGT	Accounting Services	Independent Financial Audit	<i>\$65,000.00 (estimated)</i>
Nedasoft, Inc	IT Services	Form & Check Printing Software Support & Annual Service Statements	\$12,000.00
NGS	IT Services	Administrative Reports Writing, Maintenance & Staff Training	\$6,392.39
SDICDS, Inc	IT Services	SANDIS Support & Module, Training	\$ 27,000.00
TECA Data Safe	IT Services	Cloud Back-Up & Recovery Service	\$12,000.00
Brown & Brown	Insurance Services	Liability Insurance	\$61,945.50
Everbridge, Inc.	Consulting Services	Incident Management & Communications	\$ 4,928.77

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 19-20</b>
Philadelphia Insurance	Insurance Services	Liability Insurance	\$118,618.50
Peter Tiedemann	Consulting Services	Fiscal Support	\$6,705.54
Iron Mountain	Administrative & IT Services Consulting Services	Document Shredding & Data Storage	\$8,245.36
Marlin Security Services	Consulting Services	Security Alarm System	\$432.00
Healthy Indoor	Consulting Services	Air Quality Inspection	\$2,860.00
Southwest Patrol	Consulting Services	Building Security	\$2,025.00
Commercial Protective Services, Inc	Consulting Services	Building Security	\$591.96
Step-By-Step Pediatric Therapy, Inc.	Consulting Services	Training	\$2,000.00
DLB Associates, Inc	Consulting Services	IBM Support	\$10,092.92

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 19-20</b>
Various (Career Track, Fred Pryor Seminars, Wested, SDICDDSI)	Consulting Services	Training	\$6,827.30
Wage Works	Human Resources	FSA accounts	\$ 4,864.81
Dorgan Legal Services	Legal Services	Legal	\$4,591.59
Enright & Ocheltree, LLP	Legal Services	Legal	\$100,177.54
Musick, Peeler & Garrett	Legal Services	Legal	\$16,834.00
Fingal, Fahrney & Clark	Legal Services	Legal	\$991.00
Harold C. Hart-Nibbrig	Legal Services	Legal	\$18,790.00
Notary Services	Legal Services	Legal	\$200.00
Lewis Brisbois Bisgaard	Consulting Services	Legal	\$18,422.83

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 19-20
Steven Paul, Esq	Legal Services	Legal	\$4,750.00
Solomon Law, APC	Legal Services	Legal	\$27,436.50
The San Gabriel/Pomona Parent's Place	Administrative Services	Cal- Fresh	\$16,514.46