

NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

City/County of San Francisco
San Francisco, California
Date:
November 22, 2024
Filing Ref:
SFO25

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 **2024-25**. 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 **2022-23**, and as estimated costs for fiscal year **2024-25** on a "fixed with carry-forward" basis. These costs may be included as part of the county departments' costs indicated effective **July 1, 2024**, 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. Controller
- 3. The Health Services System Division
- 4. Administrative Services
- 5. City Attorney
- 6. Civil Service Commission
- 7. Human Resources

- 8. Admin Services Risk Management
- 9. Human Resources Workers' Comp
- 10. Central Shops Fund ISF
- 11. Finance Corporation ISF
- 12. Reproduction Fund ISF
- 13. Telecommunications and Information Fund 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.
- **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.

Attachment: Summary Schedule

- **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 2024-25 Cost Allocation Plan.

SECTION IV: ACCEPTANCE	
CITY/COUNTY OF SAN FRANCISCO	MALIA M. COHEN
BY Original signed by	MALIA M. COHEN CALIFORNIA STATE CONTROLLER
ChiaYu Ma	BY Original signed by
Name Deputy Controller	SANDEEP SINGH Manager
Title 11-25-2024	Local Government Policy Section Local Govt Programs and Services Division
Date	11-26-2024
	Date
cc: State and Federal Agencies	Negotiated by Tatyana Boltovskaya

Telephone (916) 306-7775

SUMMARY SCHEDULE

SUMMARY SCHEDULE

ADM Animal Care And Control

Department	Academy of Sciences	ADM-Central Shops	ADM-Real Estate	Adult Probation	Airport	Animal Care	Arts Commission	Asian Art Museum	Assessor-Recorder	Building Inspection
1 Building Depreciation	(20)	2	225,936	8,054	2	2	2	12	804,489	35,887
2 Equipment Depreciation	(70)	-	322,414	19,887	ā	a	2,986	41,841	8,305	120
3 Board of Supervisors	1,375	i.e.	7,1	11,203	208,424	15	7,505	2,369	7,499	18,572
4 Controller	23,460	34	20	190,495	(357,038)	=	110,091	40,295	127,519	64,987
5 Health Service System	63,028	92	20	881,865	(522,707)	2	210,471	312,905	1,058,541	(98,282)
6 Administrative Services	2,324	2,797,980	6,959,748	37,414	330,058	753,814	42,889	3,504	(27,438)	65,336
7 City Attorney	757		652,274	17,066	476,109	15	201,042	42,119	78,940	(222,814)
8 Civil Service Commission	211	34	20	3,094	35,077	-	932	1,259	4,136	7,013
9 Human Resources	4,744	92	20	69,448	787,300	2	20,918	28,262	92,837	157,402
10 Mayor's Budget Office	695	c c	5/	5,433	104,831		3,830	1,048	3,291	8,691
11 Admin Svcs - Risk Management	(20)		(5,105)	(60)	(62,945)	15	(105)	(3,629)	les	(20)
12 Human Resources - Workers' Comp	210,392		-2	(0)	(0)	40,181	3	(0)	(0)	(0)
TOTAL CURRENT ALLOCATIONS	306,986	2,797,980	8,155,267	1,243,898	999,109	793,995	600,559	469,973	2,158,119	36,771
Prior Allocation in FY 2022-23 Plan	107,622	1,575,737	8,983,595	1,369,205	(889,459)	970,288	638,176	725,255	2,620,919	69,455
Adjustment for Difference to Prior Plan	199,363	1,222,243	(828,328)	(125,307)	1,888,568	(176,293)	(37,616)	(255,282)	(462,800)	(32,684)
TOTAL ALLOCATION IN FY 2024-25 PLAN	506,349	4,020,223	7,326,938	1,118,591	2,887,676	617,702	562,943	214,691	1,695,320	4,086

	Children Vouth 9
Commission - CFC	Childhood
Children & Families	Early Education and

Department	Child Support Services	Children & Families Commission	Children, Youth & Families	Children, Youth & Families Commission	City Planning	Convention Facilities	District Attorney	Economic & Workforce Development	Elections	Emergency Communications	Environment
1 Building Depreciation	(20)	2	2	2	32,786	2	48,686	120,535	397,634	113,293	220
2 Equipment Depreciation	(20)	a a	B)	47	28,711	ā	16,911		62,643	227,133	277,0
3 Board of Supervisors	2,856	9	59,120	60,387	12,887	=	17,142	29,920	4,677	26,086	6,170
4 Controller	6,515	39	914,448	690,993	219,437	×	291,796	505,809	79,643	378,940	105,142
5 Health Service System	(56,499	735	14,287	72,973	(215,877)	2	1,946,787	991,750	296,201	1,765,763	(28,325)
6 Administrative Services	17,475	ē	152,120	109,109	37,780	947,456	73,348	60,450	4,440	152,728	31,335
7 City Attorney	38,860	(22,078)	52,502	(48,334)	(167,715)	(3,336)	487,796	(547,566)	434,909	(22,205)	28,077
8 Civil Service Commission	1,469	```	1,363	818	5,149	12	7,430	3,261	1,807	6,593	1,962
9 Human Resources	32,971	<u>=</u>	30,593	18,353	115,565	2	166,757	73,204	40,557	147,973	44,037
10 Mayor's Budget Office	1,271	€	31,172	31,936	5,983	ā	7,861	15,346	2,182	12,752	2,949
11 Admin Svcs - Risk Management	(%)	<i>e</i>	9	æ	(56)	(13,343)	-	E	(216)	(1,016)	(41)
12 Human Resources - Workers' Comp	(44)	9-	=1	<u>\</u> =	45,061	=	(0)	(0)	21,606	(0)	823
TOTAL CURRENT ALLOCATIONS	44,919	(21,343)	1,255,605	936,235	119,710	930,777	3,064,514	1,252,709	1,346,082	2,808,041	191,305
Prior Allocation in FY 2022-23 Plan	(1,499	93,091	1,037,775	0	129,727	373,739	3,031,054	1,557,946	1,226,342	2,677,397	148,572
Adjustment for Difference to Prior Plan	46,419	(114,433)	217,830	936,235	(10,017)	557,037	33,460	(305,237)	119,740	130,643	42,733
TOTAL ALLOCATION IN FY 2024-25 PLAN	91,338	(135,776)	1,473,435	1,872,470	109,693	1,487,814	3,097,973	947,472	1,465,822	2,938,684	234,037

SUMMARY SCHEDULE

Public Health -Health Network

Public Health -Public Health - Public Health -Public Health - Public Health - Jail Public Health -Public Health -Department Ethics Fine Arts Museums Fire Department Laguna Honda Behavioral Health Health at Home Health Network Health Primary Care Public Health Admin Hospital 1 Building Depreciation 10,701 3,278 2 Equipment Depreciation 2,563,215 1,294,756 3 Board of Supervisors 1,536 4,628 101,661 110,744 1,984 67,729 8,098 67,562 25,162 34,063 137,946 4 Controller 10,701 78,656 1,607,644 1,582,003 33,747 1,024,596 41,631 428,106 (2,229,158) 5 Health Service System 151,145 701,245 10,908,742 1,774,563 101,643 1,367,574 299,832 3,119,204 1,269,144 1,300,748 6 Administrative Services 710 6,628 177,852 288,310 2,962 125,390 14,193 103,858 37,811 207,561 7 City Attorney 221,620 357,799 2,037,461 98,435 40,959 (209,978) 26,591 633 2,847 43,782 17,202 985 13,257 2,906 30,236 12,302 12,609 8 Civil Service Commission 9 Human Resources 14,203 63,890 982,698 386,093 22,115 297,544 65,235 678,648 276,129 283,005 10 Mayor's Budget Office 710 1,982 46,671 55,941 889 30,005 3,815 30,826 11,306 19,733 11 Admin Svcs - Risk Management (8,686) 12 Human Resources - Workers' Comp 1,959 (0) (0) (0) (0) TOTAL CURRENT ALLOCATIONS 413.917 1,208,990 18,473,006 4,313,292 164 324 2 926 095 572,984 3,861,987 2,086,551 923,319 356,748 1,584,391 16,549,944 3,261,916 147,030 1,901,124 585,243 3,466,590 1,536,909 2,978,665 Adjustment for Difference to Prior Plan 57,169 (375,401) 1,923,062 1,051,376 17,294 1,024,971 (12,259) 395,396 549,642 (2,055,347) TOTAL ALLOCATION IN FY 2024-25 PLAN 471,086 833,589 20,396,068 5,364,668 181,619 3,951,065 560,725 4,257,383 2,636,193 (1,132,028) SUMMARY SCHEDULE

Public Health - Put

	Health		Homelessness							
Department	Public Health - Public Health Division	Public Health - SF General Hospital	Homelessness and Supportive Housing	Human Rights Commission	Human Services Ju	venile Probation	Law Library	Mayor	Medical Examiner	MTA - MUNI
1 Building Depreciation	183,031	æ	50.00 50.00	12,936	1,043,297	æ	13	859,916	ter	1,067,422
2 Equipment Depreciation		9	16,383		106,286	21,690	æ	1/27	90E0	
3 Board of Supervisors	40,798	223,780	119,993	2,971	211,601	10,448	391	39,570	823	238,844
4 Controller	695,487	137,473	2,049,812	47,798	227,567	176,523	6,680	675,636	0 5 3	(628,726)
5 Health Service System	1,158,176	6,765,699	1,393,597	289,230	(260,573)	1,056,592	13,941	1,054,276	tiet	637,118
6 Administrative Services	71,747	391,088	236,195	4,734	263,432	50,236	667	67,134	956,668	367,138
7 City Attorney	(93,694)	(248,005	2,081,712	(16,725)	631,220	140,371	1,248	915,023	345,516	(1,727,775)
8 Civil Service Commission	11,227	65,583	4,937	973	53,078	3,775	50	3,760	053	107,648
9 Human Resources	251,985	1,472,019	110,812	21,845	1,191,350	84,736	1,114	84,390	tiet	2,818,803
10 Mayor's Budget Office	19,791	107,884	62,905	1,415	103,507	4,918	200	20,387	9020	107,204
11 Admin Svcs - Risk Management	(11,323)	4	25	44	(57)	(484)	(77)	(369)	823	(35,940)
12 Human Resources - Workers' Comp	(0)	(0) 44,549	1,078	(0)	(0)	3	0	185,719	(0)
TOTAL CURRENT ALLOCATIONS	2,327,224	8,915,522	2 6,120,895	366,256	3,570,708	1,548,804	24,213	3,719,722	1,487,903	2,951,736
Prior Allocation in FY 2022-23 Plan	6,069,541	7,875,073	4,306,280	335,923	5,178,897	1,577,886	22,035	3,260,495	1,034,146	(208,059)
Adjustment for Difference to Prior Plan	(3,742,316)	1,040,449	1,814,614	30,332	(1,608,190)	(29,082)	2,179	459,227	453,757	3,159,795
TOTAL ALLOCATION IN FY 2024-25 PLAN	(1,415,092)	9,955,971	7,935,509	396,588	1,962,518	1,519,722	26,392	4,178,950	1,941,660	6,111,531

SUMMARY SCHEDULE

	MTA - Parking & Traffic (Street Mgmt)			Department of Police Accountability						Public Works - Architecture
Department	MTA - Parking & Traffic	MTA - Taxicab Commission	Permit Appeals	Police Accountability	Police Department	Port Commission	Public Defender	Public Library	Public Works - Admin	Public Works - Architecture
1 Building Depreciation	120	6	884	71,726	4,066,798		174,000		34,068	25,205
2 Equipment Depreciation	(*)	9	7:		2,345,555	-	30,958	199	1,071,031	670
3 Board of Supervisors	38,985	7,140	242	2,060	145,238	35,114	10,463	38,172	4,301	6,754
4 Controller	803,564	24,815	(121)	35,048	2,472,547	158,822	178,011	335,704	(1,761,168)	114,737
5 Health Service System	2,844	2,055	(14,385)	261,937	14,577,503	367	1,452,093	241,326	(41,056)	(52,099)
6 Administrative Services	76,646	2,359	318	5,810	355,799	104,071	30,121	39,263	56,049	26,343
7 City Attorney	176,100	345,410	322,572	54,034	5,674,676	(343,804)	88,342	(30,758)	685,080	5,482
8 Civil Service Commission	18,279	625	101	1,072	61,610	5,564	5,137	17,286	3,881	4,497
9 Human Resources	12,582	9,093	2,263	24,053	1,382,836	124,886	115,299	387,984	79,727	101,171
10 Mayor's Budget Office	22,274	705	112	915	66,833	17,719	4,698	17,383	1,690	2,833
11 Admin Svcs - Risk Management	(40)	32	÷	<u>7</u> =	Œ	(55,786)	14	(588)	(2,559)	(40)
12 Human Resources - Workers' Comp	(20	72	완	11,595	(0)	(0)	(0)	(0)	(0)	(20
TOTAL CURRENT ALLOCATIONS	1,151,274	392,202	311,985	468,250	31,149,396	46,955	2,089,121	1,045,772	131,044	234,924
Prior Allocation in FY 2022-23 Plan	1,777,610	1,506,096	(3,364)	544,735	32,283,473	(290,539)	1,853,331	683,068	678,077	246,173
Adjustment for Difference to Prior Plan	(626,336)	(1,113,893)	315,349	(76,485)	(1,134,077)	337,494	235,790	362,704	(547,034)	(11,250)
TOTAL ALLOCATION IN FY 2024-25 PLAN	524,937	(721,691)	627,335	391,765	30,015,318	384,448	2,324,911	1,408,476	(415,990)	223,674

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Department	Public Works - Building Repair	Public Works - Commission	Public Works - Construction	Public Works - Engineering	Public Works - Street Environment	Public Works - Street Sewer	Public Works - Street Use & Map	Public Works - Urban Forest	PUC-Public Utilities Bureaus	PUC-Clean Power SF	PUC-Hetch Hetchy
1 Building Depreciation	(2)	42	25	39,756	42	받	11,662	열	1,036	924	129
2 Equipment Depreciation	150	ē	56	Æ	æ	5	5	5	85	CEL A	130
3 Board of Supervisors	2,385	86	5.	27,735	7,838	1,322	6,103	2,912	5,280	49,697	45,883
4 Controller	40,365	1,465	40	473,024	132,693	22,402	103,958	49,333	(4,739,238)	849,167	782,842
5 Health Service System	(29,121)	(367)	25	(71,228)	(95,030)	(14,291)	(25,120)	(32,344)	23,223	1,040	11,637
6 Administrative Services	(596)	(109,481)	=	70,272	8,299	1,656	5,833	3,607	231,224	95,757	67,698
7 City Attorney	76,528	>	=7	205,454	2,922,482	-	124,234	961,643	(164,617)	987	492,493
8 Civil Service Commission	2,220	32	2	6,144	8,222	1,236	2,173	2,798	16,376	734	8,206
9 Human Resources	56,551	1,312	25	138,317	184,539	27,752	48,782	62,809	367,550	16,466	184,187
10 Mayor's Budget Office	845	40	5.	13,700	2,788	495	2,878	1,078	65	26,273	22,997
11 Admin Svcs - Risk Management	-	2	=7	78	70	-	:	-	(14,930)	ter.	(9,913)
12 Human Resources - Workers' Comp		2	ž.	1/2	12	iz	12	-	(0)	(92)	(0)
TOTAL CURRENT ALLOCATIONS	149,176	(106,913)	0	903,174	3,171,831	40,573	280,502	1,051,837	(4,274,031)	1,039,134	1,606,029
Prior Allocation in FY 2022-23 Plan	213,052	0	0	624,293	1,933,661	102,854	264,305	282,055	(3,252,670)	941,315	1,501,516
Adjustment for Difference to Prior Plan	(63,876)	(106,913)	0	278,881	1,238,170	(62,281)	16,197	769,781	(1,021,361)	97,819	104,513
TOTAL ALLOCATION IN FY 2024-25 PLAN	85,301	(213,825)	0	1,182,055	4,410,002	(21,708)	296,698	1,821,618	(5,295,392)	1,136,953	1,710,542

SUMMARY SCHEDULE

SUMMARY SCHEDULE

Community Investment & Infrastructure

Department	PUC-Wastewater	PUC-Water	Recreation & Park	Rent Arbitration Board	Retirement Commission	SF Community College District	SF Redevelopment Agency	SF Unified School District	Sanitation & Streets	Sheriff	Sheriff's Department Oversight	Status of Women
1 Building Depreciation	656	9	7,410	22,218	-	17	80,465	1001	-	866,860	-	6,915
2 Equipment Depreciation	(4)	>	1,175,578	39	*	×	*	(*)	×	325,589	: ×	(4)
3 Board of Supervisors	60,183	114,140	50,507	3,173	8,369	2	2	(4)	28,554	59,660	451	2,721
4 Controller	1,026,922	1,947,984	196,165	54,075	(80,969)		803,193	95	487,970	1,016,164	22,804	71,674
5 Health Service System	14,303	23,783	4,085,727	31,223	682,280	15		100	-	6,257,625	6,823	109,763
6 Administrative Services	109,712	178,134	85,335	3,713	31,604	×	*	5,022	50,720	143,466	584	7,699
7 City Attorney	(1,006,269)	(263,948)	(163,447)	(3,006)	(384,920)	21,110	7,363	(2)	2	2,746,653	63,045	67,870
8 Civil Service Commission	10,086	16,770	25,333	956	2,641	13,147	-	114,517	2	22,006	26	300
9 Human Resources	226,379	376,409	568,594	21,461	59,274	295,076		2,570,073	35	493,915	578	6,729
10 Mayor's Budget Office	30,277	57,817	22,588	1,525	4,003	×	×	(*)	15,166	28,006	235	1,395
11 Admin Svcs - Risk Management	(2)	2	(1,807)	(5)	(52)	2	2	(2)	2	(1,497)] =	(2)
12 Human Resources - Workers' Comp	(0)	(0)	(0)	764	(0)	(0)) -	95	8	(0)	433	27.0
TOTAL CURRENT ALLOCATIONS	471,593	2,451,089	6,051,982	136,097	322,232	329,333	891,021	2,689,612	2 582,446	11,958,446	94,978	275,067
Prior Allocation in FY 2022-23 Plan	(648,162)	831,612	5,799,581	49,591	(570,226)	432,889	454,560	2,005,983	3 0	11,095,684	. 0	185,735
Adjustment for Difference to Prior Plan	1,119,754	1,619,477	252,401	86,507	892,458	(103,555	436,461	683,629	582,446	862,762	94,978	89,332
TOTAL ALLOCATION IN FY 2024-25 PLAN	1,591,347	4,070,567	6,304,383	222,604	1,214,690	225,778	1,327,482	3,373,241	1,164,892	12,821,208	189,956	364,399

Department	Technology	Treasurer/Tax Collector	Trial Courts	War Memorial	All Other Agencies	Total Allocated to non-Central CostDepts	Additional allocated to Central Cost Depts	Total Costs	Doublecheck	Difference
1 Building Depreciation	263,425	800,240	694,196	4	열	12,134,744	3,851,663	15,986,407	15,986,407	129
2 Equipment Depreciation	272,031		ēe	3,876	5	9,957,778	198,637	10,156,415	10,156,415	150
3 Board of Supervisors	29,054	9,839	27,002	6,963	-	2,626,085	181,819	2,807,904	2,807,904	-
4 Controller	135,632	167,465	459,828	114,066	-	15,997,596	1,927,752	17,925,348	17,925,348	No.
5 Health Service System	107,040	1,246,092	2,688,705	9,228	恒	71,257,090	6,717,496	77,974,586	77,974,586	128
6 Administrative Services	(116,127)	20,290	60,029	23,259	5	17,600,671	313,828	17,914,499	17,914,499	150
7 City Attorney	(35,389)	487,388	(2,069)	(5,553)	109,502	19,311,858	1,035,779	20,347,637	20,347,637	-
8 Civil Service Commission	6,398	4,439	10,490	1,648	-	864,313	47,420	911,733	911,733	140
9 Human Resources	143,598	99,643	235,448	36,978	2	19,399,886	937,909	20,337,795	20,337,796	(28)
10 Mayor's Budget Office	14,361	4,483	12,586	3,423	5	1,271,545	91,059	1,362,604	1,362,604	150
11 Admin Svcs - Risk Management	(5,152)	(267)	50	(2,369)	*	(238,397)	(2,043)	(240,440)	(240,440)	(+)
12 Human Resources - Workers' Comp	(0)	(0)	841	(0)	-	564,177	699,056	1,263,233	1,263,233	es:
TOTAL CURRENT ALLOCATIONS	814,870	2,839,612	4,187,056	191,519	109,502	170,747,347	16,000,374	186,747,721		
Prior Allocation in FY 2022-23 Plan	492,767	2,904,270	3,796,634	12,569	(4,139)	156,994,106	ī <	-must be zem		
Adjustment for Difference to Prior Plan	322,102	(64,659)	390,421	178,950	113,641	13,753,241				
TOTAL ALLOCATION IN FY 2024-25 PLAN	1,136,972	2,774,953	4,577,477	370,469	223,144					