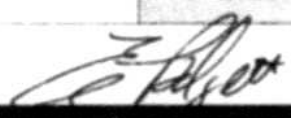


MANATEE COUNTY GOVERNMENT

AGENDA MEMORANDUM

SUBJECT Indirect Cost Allocation Plans	TYPE AGENDA ITEM Consent
DATE REQUESTED December 1, 1998	DATE SUBMITTED/REVISED November 16, 1998
BRIEFINGS?/WHO? None	CONSEQUENCES IF DEFERRED None
DEPARTMENT/DIVISION Financial Management/Purchasing	AUTHORIZED BY TITLE Jim Seuffert Director JS for TS
CONTACT PERSON TELEPHONE/EXTENSION Dennis Reynolds 3045	PRESENTER/TITLE TELEPHONE/EXTENSION Jim Seuffert, Director, FMD 3733

ADMINISTRATIVE APPROVAL



ACTION DESIRED

INDICATE WHETHER "REPORT or "DISCUSSION, "FORM OF MOTION, or "OTHER ACTION REQUIRED:

Authorization for Chairman to execute an Agreement with **KMPG Peat Marwick, LLP**, Orlando, Florida, for the purpose of providing Indirect Cost Allocation Plans at a cost of \$15,000 per fiscal year based on State Negotiated Agreement Price Schedule (SNAPS) #973698.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Ordinance 84-02, Procurement Code Section 3-101 (9), Exemptions from Bidding Process

BACKGROUND/DISCUSSION

- **Financial Management Department has requested the services of a professional consulting firm to develop, prepare and present Indirect Cost Allocation Plans which are used in the development of the County's annual budget.**

See Page 2

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.
If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below

NO

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B re: contract, agreement, lease, etc.)

Form of Agreement was developed by CAO. Attachments reflect the Scope of Services, compensation and special conditions of the Agreement

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (If comments were verbal, so indicate.)

1995
APPROVED IN OPEN SESSION
DEC 01 1998
BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

ATTACHMENTS: (List in order as attached)	INSTRUCTIONS TO BOARD RECORDS:
1 Agreement - Two (2) original copies	Originals to Board Records and Firm. Signature page to Dennis Reynolds/Purchasing
COST \$15,000/yr	SOURCE (ACCT# & NAME) 0010015700 534000 Other contracted services
COMMENTS None	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) N/A



- The services requested are available through a State Negotiated Agreement #973698.
- This agreement is a two (2) year agreement with the option to renew for two (2) additional two (2) year terms.
- The compensation is fixed at \$15,000 per fiscal year during the first two (2) years of the agreement.
- The firm of David M. Griffith & Associates, Tallahassee, Florida has provided the requested services for the last three (3) years. Their contract with the County has expired.
- Funds are budgeted for the requested services.