

1 190-72015

2 **RESOLUTION: Authorize the Finance Department to Enter into a Three-Year Extension**
3 **on a Contract with Sequoia Consulting to Prepare Winnebago County’s**
4 **Annual Cost Allocation Plan**
5

6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, Sequoia Consulting has been preparing a Cost Allocation Plan for Winnebago County for
8 several years; and

9 **WHEREAS**, Winnebago County is able to capture large sums of federal and state funds to reimburse the
10 County for indirect costs allocated as a result of the Cost Allocation Plan; and

11 **WHEREAS**, Sequoia Consulting is willing to hold the price constant at \$5,600 per year for the next three
12 years, which is equal to the price Sequoia charged the County for the past three years; and

13 **WHEREAS**, in prior years Winnebago County contacted other agencies to draft the Plan, but all were
14 considerably more expensive; and

15 **WHEREAS**, this project requires specialized knowledge and understanding of rules related to recoverable
16 costs; and

17 **WHEREAS**, the Finance Department does not have any staff members that have the time to acquire the
18 knowledge to do this report in house.

19
20 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
21 authorizes the Finance Department to contract with Sequoia Consulting to manage a Cost Allocation Plan for 2015,
22 2016, and 2017 at a cost of \$5,600 per year.

23
24 **BE IT FURTHER RESOLVED** by the Winnebago County Board of Supervisors that the Finance Department
25 shall include this amount in each annual budget to cover such cost.

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27 **Fiscal Note:** The annual fee of \$5,600 per year, is the same price Winnebago County paid for the past three years.
28 Sequoia is willing to continue to manage the plan without any price increase.
29

30
31 Respectfully submitted by:
32 **PERSONNEL AND FINANCE COMMITTEE**

33 Committee Vote: **5-0**
34 Vote Required for Passage: **Two-Thirds of Membership**

35 Approved by the Winnebago County Executive this ____ day of _____, 2015.
36

37
38 _____
39 Mark L Harris
Winnebago County Executive