

REPORT ON ADMINISTRATIVE EXPENDITURES FOR FY 2018-19

Enclosure C

Regional Center: REDWOOD COAST

Date Completed: 11/20/19

Contact Person: Amy Medina

Phone: 707-462-3832

Recipient of Funds	Type of Service	Purpose of Expenditures	Amount Expended In FY 18 -19
Accounting Fees			
AGT	Consultant	Accounting	43,500.00
			43,500.00
Legal Fees			
Littler Mendelson	Consultant	Legal	16,708.55
Mitchell, Brisso, Delaney	Consultant	Legal	8,661.50
Musick, Peeler & Garrett	Consultant	Legal	1,320.00
			26,690.05
Contract/consultant Services			
ADP	Consultant	Payroll Services	32,704.82
Cronin, Coemella	Consultant	Community Services	10,113.12
Foos, Janet	Consultant	Community Services	680.00
Gardner, Lauren	Consultant	Consumer Services	12,475.00
Kashmire, Kathleen	Consultant	Consumer Services	3,226.56
Lefebvre, Thomas	Consultant	Consumer Services	3,240.00
Nicholson, Benjamin	Consultant	Community Services	12,464.42
Pittam, Jennifer	Consultant	Consumer Services	2,161.75
Pittam, Jennifer (CM CPP)	Consultant	Consumer Services- CPP	25,135.79
Satern, Karen	Consultant	Consumer Services	7,560.00
Thompson, Leah	Consultant	Community Services	7,145.36
Thompson, Leah (CS CPP)	Consultant	Community Services- CPP	42,197.84
			159,104.66
General Administrative Expenses			
ACE Dictation, LLC	Consultant	Consumer Services-Translation	405.36
Anya Taylor	Personnel	Ergonomic Workstation Assessment	275.00
C3 Intelligence	Personnel	Background Check	1,998.60
Dolores Delgado	Administrative	Translation Services	60.00
DMV	Personnel	Pull Notices	346.00
Gregory Crawford	Administrative	Office Misc Services	1,145.00
Humboldt Moving & Storage	Administrative	Office Moving Services	2,115.00
Mediagraphia	Administrative	Translation Services	161.64
Pacific Interpreters	Consultant	Consumer Services-Translation	1,413.63
			7,920.23
Other Administrative Expenses			
Express Services, Inc.	Personnel	Temporary Help	14,036.36
Tri-Cities Answering Service	Personnel	Answering Service	2,224.80
Econographics Printing	Administrative	Printing Service	8,243.35
Express-It-Mailing Svs	Administrative	Printing Service	1,790.87
Signs and Designs	Administrative	Printing Service	6,807.96
Times Printing Company	Administrative	Printing Service	730.31
AT&T CalNet	Administrative	Telephone	84,120.54
AT&T Global Network Svs	Administrative	Telephone	47,870.64
AT&T Teleconference Svs	Administrative	Telephone	1,472.95
AT&T Mobility	Administrative	Cell Phone Service	2,506.09
U.S. Cellular	Administrative	Cell Phone Service	5,728.98
Frontier	Administrative	Telephone	18,792.98

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UB-Zoom.Com	Administrative	Video & Audio Conferencing	483.89
UB-Cisco Webex Meeting Host	Administrative	Video & Audio Conferencing	511.99
Nylex	Administrative	Tech Support	5,564.10
Ricoh USA	Administrative	Copier Lease	27,751.75
Ray Morgan Company	Administrative	Printer Lease	13,515.92
Wells Fargo Financial Lease	Administrative	Printer Lease	16,121.00
Pitney Bowes	Administrative	Postage Meter Lease	15,389.94
Eureka-Humboldt Fire Extinguisher	Administrative	Fire Extinguisher Maintenance	140.00
Phoenix Fire Defense	Administrative	Fire Extinguisher Maintenance	159.00
Santa Rosa Fire Equipment	Administrative	Fire Extinguisher Maintenance	133.00
NGS	Administrative	Software Maintenance/Tech Support	7,892.64
Morse Media	Administrative	Web Development & Support Service	179.60
Satcom Global Inc.	Administrative	Satallite Airtime	1,226.65
SDICDS	Administrative	SANDIS Maintenance Svc	5,000.00
IBM Corporation	Administrative	Software/Hardware Maintenance/Tech Support	4,164.89
TECA Data Safe	Administrative	Cloud Services	21,075.00
			313,635.20
			\$ 550,850.14