

REPORT ON ADMINISTRATIVE EXPENDITURES

Enclosure C

Regional Center:	Inland Regional	Date Completed:	11/20/17
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INTRUCTIONS:

Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2016-17, 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 16-17
ADP LLC	Administrative Services	FSA & COBRA Administration	6,714
Aiello, Goodrich, & Teuscher	Attorney	Legal Services	700
Allied Barton Security Service	Administrative Services	Security Personnel	100,471
Amazon	General Office Expense	Office Supplies	9,792
APCO Graphics	General Office Expense	Printing	260
Aramark	General Office Expense	Coffee	11,524
Aramark Uniform Services	Administrative Services	Facilities Staff Uniform	2,615
ARCA	Administrative Services	ARCA Dues	109,787
Arthur J Gallagher & Co	Insurance	General Insurance	88,789
AT&T	Communications	Telephone Services	9,057
Attorney General's Office	Administrative Services	Legal Filing Fees	300
Berman Berman Berman	Attorney	Legal Services	8,400
Birch Communications	Communications	Telephone Services	242
Board of Equalization	Administrative Services	Sales Tax	4,546
CalPers Educational Forum	Administrative Services	Conference	1,050
Caltronics Business	General Office Expense	Office Supplies	19,831
Ceridian Employer Services	Administrative Services	Data Processing - Payroll & HR	197,072
Chi Hang Cheng	Contractor	Technical Assistance	23,874
Cintas Corp No. 2	General Office	First Aid Supplies	3,561
CLC LLP	Contractor	Technical Assistance	22,208
Comp	General Office	Workers' Compensation Clinic	613
CTC Constant Contact	Communication	After Hours Phone Service	960
DAC Enterprise Inc	Administrative Services	Training	2,500
De Castro West Chodorow	Attorney	Legal Services	1,900
DRV Technologies, Inc	Administrative Services	Computer Services	2,068
Eadie and Payne, LLP	Accounting Services	Technical Assistance	3,555
Elite Interactive	Administrative Services	Camera & Camera Monitoring	128,498
Enright & Ocheltree, LLP	Attorney	Legal Services	22,250
ESS Group	Administrative Services	Computer Services	185

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 16-17
Federal Express Corp	Mail	Postal Services	1,240
First Capitol Consulting	Administrative Services	Technical Assistance	5,374
Flex Advantage	General Office Expense	FSA Administration	5,666
Flex Advantage	General Office Expense	COBRA Administration	3,821
Fred Pryor Seminars	Administrative Services	Training	199
Frontier Communications	Communications	Telephone Services	4,674
Gomez & Associates, Inc	Administrative Services	Translation Service	190
Harbro, Inc.	Administrative Services	Technical Assistance	11,372
Inland Desert Security & Communications	Administrative Services	Answering Service	2,194
Inland Presort	Mail	Postage	4,094
Jams	Administrative Services	Legal Services	4,276
Labor Relations	Administrative Services	Training	8,101
Language Network Inc	Administrative Services	Translation Service	5,732
Level 3 Communications	Communications	Telephone Services	130,560
Lewis Brisbois Bisgaard	Attorney	Legal Services	18,818
Mako	General Office	Alarm Monitoring	770
Monster Worldwide, Inc	Administrative Services	Employment Advertising	12,895
Musick, Peeler & Garrett	Attorney	Legal Services	126
Nedasoft	Administrative Services	Computer Services	24,000
Neopost, Inc	Administrative Services	Postal Services	1,473
New Generation Software	Administrative Services	Computer Services	3,211
New Generation Software	Administrative Services	Conference	1,554
Office Team	Personnel	Temporary Help	266
Philadelphia Insurance	Insurance	General Insurance	126,865
Republic Indemnity	Insurance	Workers' Compensation	502,784
Satcom Global Inc	Communication	Telephone Services	552
Screening One	Administrative Services	Background Investigation	12,949
SDICDS, Inc.	Administrative Services	Computer Services	44,000
Seamless Docs	Administrative Services	Paperless Documentation	13,000
Shred It USA	General Office Expense	Document Shredding	5,145
Solarwinds	Administrative Services	Computer Services	5,764
South Coast Air Quality	Administrative Services	Training	173
State Bar of California	Administrative Services	Legal Fees	952
Talon Executive Services	Administrative Services	Technical Assistance	973
Terry Jew	Contractor	Technical Assistance	23,820
The Ultimate Software	Administrative Services	Data Processing - Payroll & HR	139,915
Union Bank	Administrative Services	Bank Fees	120,735
United Parcel Service	Mail	Postal Services	3,451
United Site Services	Administrative Services	Technical Assistance	4,609
Verizon Wireless	Communications	Wireless Telephone Services	84,940
Windes & McClaghry	Accounting Services	Accounting & Audit	77,400
YP	Administrative Services	Phone Advertising	165