

Forwarded herewith are the following invoices and claims for goods and services received which have been approved for payment:

KENSINGTON FPD
TRANSMITTAL - APPROVAL
Invoices

PY/CY: 8/12/2020
 BATCH #: 13
 DATE : 8/12/2020
 LOCATION #: 13
 FILENAME: KENSINGTON

VEND #	VENDOR NAME	INVOICE DATE	DESCRIPTION	FUND /ORG	SUB-ACCT	TASK	OPT.	ACTIVITY /WORK AUTH.	ENCUMB (P.O.) / Invoice #	P/C	PAYMENT AMOUNT
50296	All-Ways Green Services	8/1/2020	Janitorial Services Inv no 43505	7840	2490						\$105.00
50297	All-Ways Green Services	7/1/2020	Janitorial Services Inv no 43951	7840	2490						\$105.00
	Alliant Insurance	6/2/2/2020	Inv 1111465 Commercial Crime ins 7/1/19-7/1/22	7840	2490						\$1,159.00
50301	AT&T	7/5/2020	Telephone 7/5-8/4/20 plus penalty \$31.36	7840	2490				062020		\$1,051.76
50297	CALPERS	7/2/2020	7072901257 August Settlement	7840	2490				020-17		\$952.08
50297	CALPERS	7/2/2020	7072901257 August Health	7840	2490				020-17		\$6,153.85
50305	Comcast	7/15/2020	Internet Service 6/26/2020-7/25/2020	7840	2490				1315790720		\$154.87
	Contra Costa county	6/30/2020	LAFCO Net cost Appnt 2020-21	7840	2490						\$2,293.70
	Delta Dental	7/10/2020	Inv no BE005015165 July 1-31 19 and June 1-30	7840	2490						\$1,897.58
	Delta Dental	8/1/2020	Inv no BE005015165 Aug 1-31 20	7840	2490						\$948.79
50293	Digital Deployment	7/22/2020	Streamline Monthly Member Fee	7840	2490				106131		\$200.00
50293	Digital Deployment	3/22/2020	Invoice 104227	7840	2490						\$200.00
	El Cerrito	8/1/2020	Service August 1-31, 2020	7840	2328						\$293,181.22
	Google	7/31/2020	Inv 37669937215	7840	2490						\$60.00
	Jeremy Halpern	8/7/2020	Service date March 2020 to May 2020	7840	2490						\$480.00
	Ian Martin	7/31/2020	Service date March 2020 to May 2020	7840	2490						\$480.00
	Julie Stein	7/2/2020	Reimbursement/BOD packets-Copy central 7/2/2	7840	2490						\$85.54
	Kilaire Heating	6/30/2020	Inv No 076766	7840	2490						378..37
	Kensington Police Community Alarm	7/28/2020	Fire Alarm-Community Svc Ctr/per BOD Action	7840	2490						\$30,950.00
50131	Meyers Nave	7/16/2020	Legal Counsel June 2020	7840	2490				2020050290		\$6,623.64
	Misty Cheng	7/31/2020	Accounting Counsultant Services, July	7840	2490						\$3,910.00
50291	NerdCrossing	4/29/2020	Inv 7449 Email Project Migration	7840	2490				7449, 7389, 7455		\$2,557.50
50291	NerdCrossing	5/20/2020	Inv 7389 VPNLICENSE	7840	2490						\$114.00
50291	NerdCrossing	5/26/2020	Inv 7455ESET subscription	7840	2490						\$49.99
	Office Depot 6011 5656 1002 2002	7/5/2020	Inv June 2020	7840	2490						\$83.34
	Office Team	7/6/2020	Inv 50025177 wk ending 7/5/20	7840	2490						\$666.00
	Office Team	7/14/2020	Inv 50067560 wk ending 7/10/20	7840	2490						\$520.38
	Office Team	7/22/2020	Inv 56103820 wk ending 7/17/20	7840	2490						\$166.52
	Office Team	7/27/2020	Inv 56115206 wk ending 7/24/20	7840	2490						\$499.56
	Office Team	7/31/2020	Inv 56163810 wk ending 7/31/20	7840	2490						\$312.23
	P G & E Electric	6/11/2020	6/5/20 to 7/5/20	7840	2490						\$1,443.69
	P G & E Electric	5/12/2020	7/5/20 to 8/3/20	7840	2490						\$1,410.11
50304	PG&E GAS	7/5/2020	Gas charge 6/5-7/03/20	7840	2490				052020		\$95.96
	Ply Movement	7/22/2020	Invoice 91602639 delivery July 20	7840	2490						\$2,554.17
	Ross Drullis Cusenbery	6/30/2020	Invoice No 2016029-21 ESR007	7840	2490						\$1,989.88
	Stericycle	8/1/2020	Inv 3005186238	7840	2490						\$139.84
	Terminix	6/1/2020	Service date May 11, 2020 Inv 39713511	7840	2490						\$148.00
50150	VSP	7/19/2020	Inv NO 809978366	7840	2490						\$323.10
50147	Reimburse Revolving Fund	8/12/2020	Reimburse Revolving Fund	7840	2490						\$17,647.60
TOTAL											\$381,713.90

Kensington FPD Approval

Kensington Fire Protection District
 Checking Account Replenishment
 August 12, 2020

Ending Balance 07/31/20 \$ 17,352.40

Transactions:

Payee	Date	Debit	Credit	Description
All Ways Landscaping	05/01/20	\$ 105.00		Landscape Maintenance
Copy Central	05/22/20	\$ 19.75		BOD Packet Printing
Fed/State/Heartland Payoll	05/27/20	\$ 542.28		Payroll Tax Withholding/Processing
M Morris-Mayorga	05/27/20	\$ 1,628.18		Payroll
Google Suite	06/01/20	\$ 8.70		Monthly Email Service
Fed/State/Heartland Payoll	06/03/20	\$ 2,250.78		Payroll Tax Withholding/Processing
M Morris-Mayorga	06/03/20	\$ 4,422.01		Payroll
Office Depot	06/08/20	\$ 104.30		Office Supplies
AT&T	06/09/20	\$ 221.80		Telephone
Fed/State/Heartland Payoll	06/19/20	\$ 2,946.86		Payroll Tax Withholding/Processing
M Morris-Mayorga	06/19/20	\$ 5,406.37		Payroll
Deposit	06/29/20		\$ 7,453.04	KPPCSD Rent/Utilities
Google Suite	07/03/20	\$ 54.20		Monthly Email Service
Fed/State/Heartland Payoll	07/07/20	\$ 2,149.78		Payroll Tax Withholding/Processing
M Morris-Mayorga	07/07/20	\$ 4,435.31		Payroll
PG&E	07/13/20	\$ 2,486.16		Electric Service
Deposit	07/14/20		\$ 3,050.25	KPPCSD Rent
Copy Central	07/15/20	\$ 11.30		BOD Packet Printing
Fed/State/Heartland Payoll	07/22/20	\$ 2,395.50		Payroll Tax Withholding/Processing
Payroll	07/22/20	\$ 4,807.78		Payroll
KFPD	08/03/20		\$ 4,893.27	KPPCSD Rent/Utilities
Google Suite	08/03/20	\$ 60.00		Monthly Email Service
Payroll	08/07/20	\$ 3,758.51		Payroll
Heartland Payroll	08/07/20	\$ 2,414.82		Payroll Tax Withholding/Processing
		\$ 40,229.39	\$ 15,396.56	

Net Withdrawals for Replenishment \$ 24,832.83

Replenishment Adjusted for \$35,000 Checking Limit \$ 17,647.60

August 6, 2020

Via email to mmayorga@kensingtonfire.org

Mary Morris-Mayorga, Interim General Manager
Kensington Fire Protection District
217 Arlington Avenue
Kensington CA 94707

RE: AUGUST 4 PAYMENT DISPUTE LETTER RE RGS' MAY 2020 INVOICE

Dear Ms. Morris-Mayorga:

Regional Government Services has reviewed your letter of August 4, 2020 regarding our May 2020 invoice, and the explanation for your partial payment of \$7,545.07, or 49.1% of the invoice. The letter noted:

1. The District does not believe RGS performed satisfactorily and in accordance with the Agreement, including Section 1.1, Standard of Performance, and hereby invokes its right to dispute the May 2020 invoice.
2. Continuing concern for the amount of charges included in the invoice in light of the resulting work product.
3. Specific concerns which were raised at a board meeting regarding the charges for services provided by Mr. Glenn Lazof and Mr. John Mercurio.

Regarding the first point, RGS billed for hours worked per our agreement with the District. The remedy for dissatisfaction with our services is provided for in Section 2 of that agreement, specifying termination of the agreement as the remedy. Continuing the service and then refusing to pay for the hours billed after the fact is not an option available under the agreement. We note that it was RGS who ultimately terminated the agreement.

The District did not provide enough specificity in the letter disputing the May invoice for us to determine exactly how the partial payment amount was arrived at or what is being disputed, other than a general reference to "specific concerns raised at a Board meeting". If the District is willing to provide specificity regarding particular hours billed in the May invoice, we are willing to evaluate and, as appropriate, to adjust our invoices fairly. Our willingness to reconsider and to offer solutions was demonstrated in our response to a June 24, 2020 letter disputing the April 2020 invoice, as well as shown in other billing adjustments made during the engagement.

It is my understanding that on August 12, 2020 the Board of Directors will receive our response to the June 24 dispute letter, and I hope it will prove foundational to a shared understanding. We have been responsive to the matters identified, and the letter reflects our efforts to identify issues and offer appropriate resolution. We respectfully request that the Board provide us with written details about any additional substantive issues requiring resolution promptly after their meeting so

Mary Morris-Mayorga, Interim General Manager

July 21, 2020

Page 2

that we may provide clear responses and appropriate options to move forward. It is our desire to arrive at a mutually acceptable outcome, and actionable information is essential to this process.

If you have further questions regarding this matter, please feel free to contact me at (650) 587-7315 or via e-mail at sselivanoff@rgs.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Sophia Selivanoff".

Sophia Selivanoff, Deputy Executive Director
REGIONAL GOVERNMENT SERVICES

Item 4.2



Board of Directors
Julie Stein (President)
Kevin Padian (Vice President)
Don Dommer
Janice Kosel
Larry Nagel

August 4, 2020

Mr. Richard H. Averett, Executive Director
Regional Government Services Authority
P. O. Box 1350
Carmel Valley, CA 93924
Email: contracts@rgs.ca.gov

Dear Mr. Averett:

The Kensington Fire Protection District ("District") Board of Directors, at its meeting held on July 8, 2020, reviewed the May and June 2020 invoices for services provided by Regional Government Services ("RGS") pursuant to the Agreement for Management and Administrative Services dated October 23, 2019 ("Agreement"). During the review, the Board of Directors discussed continuing concerns relating to RGS's performance under the Agreement, including the amount of charges included in the invoice in light of the resulting work product. Specific concerns were raised regarding and the charges for services provided by Mr. Glenn Lazof and Mr. John Mercurio.

Following its discussion, the Board of Directors authorized payment in full of the June invoice and partial payment (49.1% or \$7,545.07) of the May invoice. The purpose of this letter is to formally notify you of a payment dispute regarding your invoice dated June 2020. This matter is currently under review by legal counsel.

The District does not believe RGS performed satisfactorily and in accordance with the Agreement, including Section 1.1, Standard of Performance, and hereby invokes its right to dispute the May 2020 invoice.

I look forward to hearing your response and discussing these matters further.

Sincerely,

A handwritten signature in blue ink that reads "Mary A. Morris-Mayorga".

Mary A. Morris-Mayorga, MBA
Interim General Manager

cc: Board of Directors

3561903.1