



# INSPIRED BY A CONFIDENT FUTURE



March 15, 2021

**Proposal for Professional Auditing Services**

## **CUYAMA JOINT UNIFIED SCHOOL DISTRICT**

**Submitted By:**

Eide Bailly LLP  
**Bobby J. Patel, CPA, CFE**  
Partner

Executive Summary

## WE WANT TO WORK WITH YOU

Thank you for giving Eide Bailly the opportunity to propose on audit services for Cuyama Joint Unified School District ("the District"). We've served the government industry for more than 70 years and work with more than 1,200 government clients throughout the nation, including more than 600 school districts and educational organizations.

Through serving these clients, our professionals have gained focused expertise regarding school districts and will provide you with insightful advice that aids in managing the finances of the District.

▶▶▶ **School District Experience.** We understand schools face a myriad of challenges, especially in these difficult economic times. School districts of all sizes face increasing demands for accountability, while coping with decreasing revenue sources. Districts in many areas are struggling to maintain quality programs and services while becoming increasingly vulnerable to state spending reductions. Other districts are continually planning and restructuring as student demographics fluctuate. Whatever challenges the District faces, our government team will listen to your needs in order to gain a better understanding. This, in turn, will help you respond, adapt and operate more efficiently.

▶▶▶ **Depth of Resources.** Our size enables us to be responsive to our clients' needs and unique entity challenges while also providing the necessary breadth and depth of services required in today's complex and ever-changing business environment. We are excited about the benefits we offer:

- **Unmatched Client Service** – Not only will you be served by professionals with extensive knowledge in the government industry, but the District will also have access to national resources, including 2,500 professionals with diverse skill sets and experiences across the firm.
- **Proactive Communication** – You can expect that your Eide Bailly service team will keep you informed of changes that may affect the District. We build communication protocols into our service delivery to ensure timely communication resulting in prompt wrap up of work.
- **Partner Involvement** – You will experience partner and senior staff involvement not only during the audit engagement, but also throughout the year as issues, questions and opportunities arise.
- **Timeliness** – We understand and will comply with the timing requirements and scope of services of your request. We will accomplish this by utilizing an open, collaborative process with you. Your proposed engagement team's experience allows us to address the reporting requirements in a timely fashion.



### EXPERIENCE

Our experienced professionals are committed to the industries we serve. We focus on training, and we like to think of ourselves as thought leaders.

### PEOPLE

We're a team of collaborators and innovators. Our culture is the heart of our firm, and we're always working together to do things differently and better.

### COMMUNICATIONS

Open, honest, frequent communication ensures that you're not in for any surprises. We'll stay in touch throughout the year so you feel understood, connected and confident.

### CORPORATE RESPONSIBILITY

We consider ourselves good corporate citizens—caring for our people, giving back to our communities, and taking care of our environment.

## E. Auditor's Fees

Firms that respond to the Request for Proposal shall state the maximum annual cost for the audit (including travel and lodging):

District:

\$15,900 for audit of fiscal year 2020-2021

\$16,400 for audit of fiscal year 2021-2022

\$16,800 for audit of fiscal year 2022-2023

General Obligation Bond Audit (pending no additional issuances):

\$5,000 for audit of fiscal year 2020-2021

\$5,000 for audit of fiscal year 2021-2022

\$5,000 for audit of fiscal year 2022-2023

Said fee is a maximum fee and is subject to corresponding reduction in the event that the actual cost of making the audit proves to be less than is now estimated at the time of submitting the proposal. The hourly rates, which include a reasonable profit and constitute the basis upon which the maximum fee has been determined, are hereby fixed and set forth as follows:

<u>Classification</u>	<u>Hourly Rate 2020-2021 Audit</u>	<u>Hourly Rate 2021-2022 Audit</u>	<u>Hourly Rate 2022-2023 Audit</u>
Partners	<u>\$ 250</u>	<u>\$ 250</u>	<u>\$ 250</u>
Managers	<u>\$ 225</u>	<u>\$ 225</u>	<u>\$ 225</u>
Senior Accountants	<u>\$ 175</u>	<u>\$ 175</u>	<u>\$ 175</u>
Staff Accountants	<u>\$ 150</u>	<u>\$ 150</u>	<u>\$ 150</u>
Assistant Accountants	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>

Estimated total travel and lodging costs with the audit are as follows:

\$0 for audit of fiscal year 2020-2021

\$0 for audit of fiscal year 2021-2022

\$0 for audit of fiscal year 2022-2023

Our proposed price above includes travel and lodging costs. In addition, we believe we would be able to conduct portions of the audit remotely.

## Audit Schedule

We understand your requested timeline and are committed to meeting your deadlines.

Eide Bailly commits to you that if your team is prepared for the audit when our team is in the field, we will meet your deadlines. We will work closely with your team through the planning stages to clearly define expectations and the items required from your team in order to facilitate an efficient audit to enable us to meet your deadline. The following table identifies the structure of our audit for the District reports and the timing of each section.

### Engagement Timeline

Activity	Timing
Planning	Upon engagement
Interim Fieldwork	March - June
Fieldwork	September - November
Exit Conference	Upon completion of each visit
Reporting	On or before December 15 <sup>th</sup> of each year
Ongoing Communication	Throughout the year

We will meet your deadlines. By engaging in thorough audit planning and communications with management, we begin each engagement with a strong understanding of the various deadlines for each of the financial and single audits and the steps involved along the way to meet these deadlines. An audit project plan will be developed between our team and the District and then followed closely, and we will work with the District’s management team to customize our auditing services and specific timelines to your needs. We believe in clear, up-front and open communication with no surprises.

## Audit Process

Our audit approach is designed to collaborate with the District and achieve optimal results. The approach consists of five major components: Planning, Interim, Fieldwork, Reporting, and Ongoing Communication. If awarded, we will discuss with management our proposed schedule but have the flexibility to make any changes in order to meet the reporting deadlines. The objectives of each component are described in the following pages.

### Planning

- Discuss and finalize the engagement timeline, audit approach and process.
- Discussions with management and accounting staff, including the Board, if requested, to address any risks or concerns that they may have.
- Evaluate the nature of the operating environment (for example, changes in volume, degree of system and reporting centralization, sensitivity of processed data, the impact on critical business processes, potential financial impacts, planning conversions, and economic and regulatory environment).
- Review of interim financial information and reports to identify significant risks and changes early.
- Review of significant estimate areas and consideration of underlying assumptions early in process.



*The Right Choice for Cuyama Joint Unified School District*

## **BUILDING A COLLABORATIVE RELATIONSHIP**

To us, work isn't just work; we see it as a chance to help you solve problems, achieve goals and pursue passions. After thoughtfully reviewing your needs and taking the time to understand your business, we feel we're the best fit for this opportunity.

We can connect you with the knowledge, resources and solutions that help bring confidence to your business decisions. We want to work with you!

If you have questions or would like additional information, don't hesitate to contact us. We want to make sure you have everything you need to make your decision.



**Bobby J. Patel, CPA, CFE**

Partner

909.755.2710

[bpatel@eidebailly.com](mailto:bpatel@eidebailly.com)

### **We Want to Work with You**

We're driven to help clients take on the now and the next with inspired ideas, solutions and results. We look forward to working with you.