

**STAFF REPORT**

**To: Coastside County Water District Board of Directors**

**From: Mary Rogren, Assistant General Manager**

**Agenda: May 9, 2017**

Report

Date: May 5, 2017

**Subject: Approval to Retain Fedak & Brown LLP for Financial Auditing Services**

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**Recommendation:**

Authorize staff to retain the services of Fedak & Brown LLP to audit the District's financial records for the Fiscal Years ending June 30, 2017 through 2019, at the following costs:

FY ending June 30, 2017: \$15,225

FY ending June 30, 2018: \$15,680

FY ending June 30, 2019: \$16,150

**Background:**

The District has retained JJACPA, Inc. for our annual audits since 2009, and the District has been very pleased with their services. Best practice guidelines for special districts, however, call for replacing audit firms every five years. Consequently, staff recommends replacing JJACPA for the upcoming audit for Fiscal Year ending June 30, 2017.

Staff received three proposals for audit services. After careful consideration and review of the proposals, staff recommends retaining Fedak & Brown LLP for auditing services for the next three years, with an option for two more years.

Fedak and Brown LLP has over 35 years of experience, and specializes in providing accounting, audit, and consulting services to special districts throughout California. (A list of many of their special district clients is included on page (4) of the attached proposal.) Their offices are located in Southern California, however they have numerous clients in San Francisco Bay Area, and will be able to conduct onsite field work as well as participate in our Board meetings in person, as required.

**STAFF REPORT**

**Agenda: May 9, 2017**

**Subject: Audit Services**

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Note that we checked references, including Scotts Valley Water District, Purissima Hills Water District, and Westborough Water District, and all were very impressed with Fedak & Brown's professionalism, thoroughness and ease of accessibility to their staff.

**Fiscal Impact:** The Fiscal Year 2016/17 Operations & Maintenance Budget includes \$18,000 for Auditing Services.

# Technical Proposal for Professional Auditing Services



## Coastside County Water District

**Prepared by:**

**Fedak & Brown LLP**

Certified Public Accountants  
Cypress, California & Riverside, California  
(657) 214-2307      (951) 977-9888



**Contact Person:**

Christopher J. Brown, CPA, CGMA, Partner  
[chris@fedakbrownllp.com](mailto:chris@fedakbrownllp.com)

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Charles Z. Fedak, CPA, MBA  
Christopher J. Brown, CPA, CGMA  
Jonathan P. Abadesco, CPA

## Fedak & Brown LLP

Certified Public Accountants

Cypress Office:  
6081 Orange Avenue  
Cypress, California 90630  
(657) 214-2307  
FAX (714) 527-9154

Riverside Office:  
4204 Riverwalk Pkwy. Ste. 390  
Riverside, California 92505  
(951) 977-9888

April 24, 2017

Ms. Mary E. Rogren, Assistant General Manager  
Coastside County Water District  
766 Main Street  
Half Moon Bay, California 94019

### **Re: Request for Proposal for Professional Auditing Services**

Dear Ms. Rogren

We appreciate the opportunity to submit our proposal to provide audit services for the Coastside County Water District (District) for the fiscal years ending June 30, 2017 through 2019 and for the optional fiscal years ending June 30, 2020 and June 30, 2021.

In response to your inquiry of Fedak & Brown LLP (Firm), we have prepared a proposal that reflects our understanding of the District's audit service requirements and that demonstrates our capability and commitment to serve. Our intention is to establish that our Firm is the preferred professional services firm for the District.

We understand that you expect a timely audit service conducted in a professional manner in accordance with audit service standards specific to governmental entities such as yours. We are committed to meet all the requirements you have indicated, and we will issue the reports and meet the timing requirements you have requested. We believe we are uniquely qualified to provide the quality and scope of service that the District desires.

#### ***Focused on the Special District Industry***

Our client service team members are specialists in the governmental special district sector. This means they each focus a substantial portion of their time serving special district governmental clients. We know and understand your organization and the climate within which you work.

**Our Firm audits approximately 60 governmental special districts in the State of California; as a result, this enables our Firm to continuously be immersed in the governmental, financial, and operational issues related to special districts.**

#### ***Organized to Serve***

Our service approach ensures that the District will receive the highest quality, personalized service when and where you need it. By tailoring our approach, we guarantee that the District will receive timely and attentive service that forms the hallmark of our approach to serving clients. **Our governmental audit and consulting practice accounts for approximately 85% of our Firm's annual services.** Therefore, we have made a substantial commitment and investment to serve our governmental clients.

Ms. Mary E. Rogren, Assistant General Manager  
Coastside County Water District  
April 24, 2017  
Page 2

*Organized to Serve, continued*

While our governmental experience is substantial, it is not the only factor that sets us apart from other firms; moreover, it is the commitment to utilize our resources and experience for the benefit of our clients. **Simply put, the District will become one of our most important clients, and accordingly, will receive the priority service the District requires.**

Our approach to the engagement will be to establish a delivery system for providing a truly exceptional level of service. Each element of that system including staffing, audit approach, communication, and coordination will be examined and refined to fit the needs of the District. The hardest to quantify may be the relationship aspect of working with one professional service firm versus another. Because of the service delivery approach we are recommending and our history of working with many special district governmental units like the District's, we are confident that our Firm knows how to address the unique needs of the District.

Our staff members assigned to the District are experienced governmental professionals that have managed numerous audit and attest engagements. Each of our staff has extensive experience that allows for a new outlook with innovative suggestions to improve quality and efficiency. We believe that our references will show that we are the best selection for the District. The choice of an audit firm should be based upon several factors including, but not limited to, staff retention, training programs, proactively addressing governmental industry changes, and adherence to a strict quality control program.

We have assisted many of our clients in the completion of their Comprehensive Annual Financial Report (CAFR) and submit it to the Government Finance Officers Association (GFOA) and California Society of Municipal Finance Officers (CSMFO) for the Annual Awards programs.

We are confident that we will provide the District with consistent staffing over the contract period as the continuity of staff is as important to us as it is to the District. We will be committed to the District and believe that our audit engagement team is the best selection for the District.

Our proposal represents our irrevocable offer for a period of 90 days from the date of this letter to provide audit services to the District for the fiscal years ending June 30, 2017 through 2019 and for the optional fiscal years ending June 30, 2020 and June 30, 2021. You may contact Christopher J. Brown or Charles Z. Fedak if you have any questions or need additional information. Chris and Chuck will be your primary contacts during the proposal evaluation period. They may be reached at (951) 977-9888 or (657) 214-2307, or by e-mail at [Chris@fedakbrownllp.com](mailto:Chris@fedakbrownllp.com) or [Chuck@fedakbrownllp.com](mailto:Chuck@fedakbrownllp.com), respectively.

We look forward to hearing from you soon.

Cordially,

*Fedak & Brown LLP*

**FEDAK & BROWN LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**

# Executive Summary – Audit Engagement

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## Audit Engagements

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to audits contained in the Government Auditing Standards (2011 Revision) issued by the Comptroller General of the United States. The audit engagements will be comprised of the following elements:

- 1. Audit of the Basic Financial Statements of the District;**
- 2. Preparation of the Annual State Controller’s Report for the District in accordance with the State Controller’s Minimum Audit Requirements for California Special Districts;**
- 3. Preparation of Management Reports for the District; and**
- 4. Provide guidance and technical assistance to the District in implementing Governmental Accounting Standards issued, including Annual Accounting Update Session (as required)**

## *Previous Audits Engagements*

The Government Auditing Standards (2011 Revision) Chapter 5, *Standards for Attestation Engagements*, Section 5.06 establishes that auditors should evaluate whether the audited entity must take appropriate corrective action to address findings and recommendations from previous engagements that could have a material effect on the subject matter, or an assertion about the subject matter, of the examination engagement.

## *Reporting Deficiencies in Internal Control, Fraud, Noncompliance with Provisions of Laws, Regulations, Contracts, and Grant Agreements, and Abuse*

The Government Auditing Standards (2011 Revision), Chapter 5, *Standards for Attestation Engagements*, Section 5.20 establishes that during the performance of Generally Accepted Governmental Auditing Standards (GAGAS) examination engagements, auditors should report, based upon the work performed, (1) significant deficiencies and material weaknesses in internal control; (2) instances of fraud and noncompliance with provisions of laws or regulations that have a material effect on the subject matter or an assertion about the subject matter and any other instances that warrant attention of those charge with governance; (3) noncompliance with provisions of contracts or grant agreements that has a material effect on the subject matter or an assertion about the subject matter of the examination engagement; and (4) abuse that has a material effect on the subject matter of the examination engagement.

Also, Government Auditing Standards requires an additional reporting standard that auditors must follow. It requires the auditor to communicate his/her responsibility in a financial statement audit, including responsibilities for testing and reporting on internal controls and compliance with laws and regulations.

## *Commitment to the Highest Professional Standards*

Our Firm is committed to the highest professional standards and our client service teams are fully versed in current professional guidance. Our Firm’s extensive experience translates into a service approach that includes providing clients the educational tools to properly implement new accounting pronouncements. We encourage our clients to reach out with questions they may have. Our client service teams were integral to the implementation of Governmental Accounting Standards Board (GASB) No. 68 and 71 for Districts and Agencies throughout the State of California. Our client service approach includes review and assistance with current and pending GASB pronouncements.

## Firm Provided Affirmations

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- A. Fedak & Brown LLP affirms that the Firm and all key professional staff are properly registered and licensed or supervised by certified public accountants in good standing duly authorized to practice in the State of California.
- B. Fedak & Brown LLP affirms that the Firm is independent of the District, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards (2011 Revision)*, issued by the Comptroller General of the United States.
- C. Fedak & Brown LLP affirms that the Firm currently maintains errors and omissions insurance coverage in the aggregate amount of one million dollars and general liability coverage of two million dollars. The Firm will provide the required insurance coverage and Accord insurance form to the District upon acceptance of the audit engagement.
- D. Fedak & Brown LLP affirms that it has the necessary experience to conduct high-quality audits of local government and enterprise special districts in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial and compliance audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States and the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).
- E. Fedak & Brown LLP affirms that it will meet your timing requirements to begin and complete the audit of the District.
- F. Fedak & Brown LLP affirms that it will staff the audit of the District with experienced personnel and not use this audit as training grounds for new staff and that no person designated as “key” to the project shall be removed or replaced without the prior written consent of the District.
- G. Fedak & Brown LLP affirms that it has never been the subject of any lawsuits, claims of fraud, malpractice and/or disciplinary action by any State or Federal District in relation to the Firm’s governmental practice in its entire existence.
- H. Fedak & Brown LLP affirms that it has not been censured or disciplined from the State Board of Accountancy.
- I. Fedak & Brown LLP affirms that it will allow the District or their designee access to pertinent District audit work papers, financial reports, and management letters.
- J. Fedak & Brown LLP affirms that it has never filed bankruptcy, there is no pending litigation against the Firm, there are no planned office closings, there are no impending mergers, and there are no potential labor disputes that may impede us the ability to complete the audit for the District.

Signature of Authorized Official: \_\_\_\_\_



Name: Christopher J. Brown, CPA, CGMA

Title: Partner

Firm: Fedak & Brown LLP

Date: April 24, 2017

# Firm Qualifications and Experience

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## *Identification of Proposer and Geographic Location to the District*

### **Fedak & Brown LLP, Certified Public Accountants, is celebrating over 35 years of client service.**

Our Firm is a full-service firm licensed to practice in the State of California providing accounting, audit, and consulting services for governmental and commercial enterprises, as well as extensive tax planning for domestic and international entities throughout the State of California. Our Governmental Services personnel are trained professionals with extensive experience in governmental accounting, auditing, and consulting services. Our main office has been located in Cypress, California, since 1981. In 2012, our firm opened a second office in Riverside, California.

Your main contact will be Mr. Christopher J. Brown. Our contact information can be located on our letterhead. All of the work for the District will be staffed directly out of our Cypress and Riverside offices and will not be subcontracted to any other firm.

## *Professional Education*

It is a requirement of the State Board of Accountancy for all public accounting firms who are involved in governmental auditing to allocate a specific portion of continuing education in governmental accounting and auditing every two years. Fedak & Brown LLP has met this requirement for all staff involved with governmental accounting and auditing. Our Firm's strict adherence to these continuing professional education standards ensures the highest quality of staff assigned to the District's audit over the term of our agreement. Our Firm also requires that all personnel at all organizational levels adhere to the independence rules, regulations, interpretations, and rulings of the AICPA, California State Society of CPAs, State Board of Accountancy, State Statute, and in some cases, the Securities and Exchange Commission and other regulatory agencies. Fedak & Brown LLP has never been the object of any disciplinary action in its entire existence.

## *Knowledge and Understanding of Local Environment*

The engagement team members strive to be experts within the governmental sphere. We keep ourselves apprised of current issues affecting the District's operating environment.

## Firm Qualifications and Experience, continued

**“We Are Committed to the Governmental Special District Industry!”**

**The following is a listing of some of our Governmental Special District Clients that our Audit Teams have served by County!**

### **Kern County**

*Bear Valley Community Services District  
Rosamond Community Services District  
Stallion Springs Community Services District*

### **Los Angeles County**

*Castaic Lake Water Agency  
Crescenta Valley Water District  
La Puente Valley County Water District  
Long Beach Airport  
Long Beach Water Department  
Palmdale Water District  
Palos Verdes Library District  
San Gabriel Valley Municipal Water District  
Sanitation Districts of LA County  
Southern California Library Cooperative  
Valley County Water District  
Water Replenishment District*

### **Orange County**

*Buena Park Library District  
Capistrano Bay Community Services District  
East Orange County Water District  
El Toro Water District  
Irvine Ranch Water District  
Mesa Consolidated Water District  
Nature Reserve of Orange County  
Rossmoor/Los Alamitos Area Sewer District  
Santiago County Water District  
Southern California Coastal Water Resource Authority  
Yorba Linda Water District*

### **Riverside County**

*Beaumont-Cherry Valley Water District  
Cabazon Water District  
Coachella Valley Mosquito and Vector Control  
Idyllwild Fire Protection District  
Jurupa Community Services District  
Lake Elsinore & San Jacinto Watersheds Auth  
Lake Hemet Municipal Water District  
Northwest Mosquito and Vector Control  
Santa Ana Watershed Project Authority  
Western Municipal Water District  
Western Riverside County Regional Wastewater*

### **Santa Barbara County**

*Goleta Water District  
Montecito Water District  
Santa Maria Public Airport Authority  
SantaYnez Community Services District  
Summerland Sanitary District*

### **San Bernardino County**

*Baldy Mesa Water District  
Big Bear City Community Services District  
Big River Community Services District  
Chino Basin Water Conservation District  
Chino Basin Watermaster  
Hi-Desert Water District  
Inland Empire Utilities Agency  
Joshua Basin Water District  
Mojave Water Agency  
Monte Vista Water District  
Phelan Pinon Hills Community Services District  
Pomona Valley Protective Agency  
San Bernardino Valley Water Conservation District  
Victor Valley Wastewater Reclamation Authority  
Victor Valley Water District  
Victorville Water District  
Water Facilities Authority - JPA  
West Valley Mosquito and Vector Control District  
West Valley Water District*

### **San Diego County**

*Leucadia Wastewater District  
Public Agency Self-Insurance System  
Rincon Del Diablo Water District  
Vallecitos Water District*

### **Ventura County**

*Oxnard Harbor District  
Pleasant Valley Recreation and Park District  
Saticoy Sanitary District  
Triunfo Sanitation District  
Ventura County Regional Energy Alliance  
Ventura County Resource Conservation District  
Ventura Regional Sanitation District*

### **Northern California/ Bay Area**

*Avila Beach Community Services District  
Butte County Mosquito and Vector Control District  
North Coast County Water District  
North Marin Water District  
Novato Sanitary District  
Oakdale Irrigation District  
Purissima Hills Water District  
San Lorenzo Valley Water District  
Santa Clara County Open Space Authority  
Saratoga Cemetery District  
Scotts Valley Water District  
Soquel Creek Water District  
Westborough Water District*

## Firm Qualifications and Experience, continued

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### *Quality Control*

The Board of Directors of the District can measure the quality of the opinions expressed by Fedak & Brown LLP by evaluating the level of professional standards maintained by our Firm as discussed in this proposal. The Board of Directors can also measure the performance and quality control of our Firm by evaluating our participation in the profession's peer review process as well as evaluating our Firm's professional standards and quality of work ethic in discussions with our Firm's current client base in the special district industry.

Fedak & Brown LLP is pleased to announce the successful completion of our most recent independent quality review of our accounting and auditing practice, which included a review of specific governmental audit engagements. Our Firm's governmental audit engagements were reviewed as they related to governmental agencies and other special districts in the field of governmental auditing. After a thorough study of our procedures and work practices, the reviewers concluded that our Firm complies with the stringent quality control standards established by the American Institute of Certified Public Accountants (AICPA). Our Firm has received an unmodified opinion in every independent quality review that it has participated in since its inception of the program by the profession.

A team of independent CPAs, who were appointed by the California Society of Certified Public Accountants, conducted the review. Using guidelines established by the AICPA, the reviewers determined that our Firm has an effective quality control system and that our accounting and auditing work conforms to professional standards. Our Firm has not had any clients who have been the subject of any desk reviews. ***Our Firm has never been the subject of any disciplinary action by any State or Federal Agency in its entire existence.***

Our continued participation in required periodic quality reviews, our voluntary membership in the AICPA and California Society of CPAs, as well as our continuing professional education supports our commitment to quality and our high standards for client service.

Fedak & Brown LLP is an equal opportunity employer and certifies that our Firm is in compliance with the Civil Rights Act of 1964, the State Fair Employment Practice Act, and all other applicable federal and state laws and regulations relating to equal opportunity employment, including Executive Order No. 11246 of September 24, 1965. Our Firm is committed to affirmative action in hiring practices.

## Firm Qualifications and Experience, continued

**Marcia J. Hein, CPA**

5922 Cromborough Drive

Windsor, CO 80550

Phone: (970) 775-7332 e-mail: [marcia@mjh-cpa.com](mailto:marcia@mjh-cpa.com)

### System Review Report

March 8, 2016

To the Partners

Fedak & Brown LLP (fka Charles Z. Fedak & Co.)

and the Peer Review Committee of the California Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of Fedak & Brown LLP (fka Charles Z. Fedak & Co.) (the firm) in effect for the year ended September 30, 2015. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of my peer review, I considered reviews by regulatory entities, if applicable, in determining the nature and extent of my procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*.

In my opinion, the system of quality control for the accounting and auditing practice of Fedak & Brown LLP (fka Charles Z. Fedak & Co.) in effect for the year ended September 30, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Fedak & Brown LLP (fka Charles Z. Fedak & Co.) has received a peer review rating of *pass*.

Marcia J. Hein, CPA

Marcia J. Hein, CPA

# Firm Qualifications and Experience, continued

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## Experience and Technical Competence

We have prepared a listing of some of our governmental audit clients on the previous page. We believe this listing exemplifies that we have significant experience in conducting high-quality audits of local governments and enterprise special districts. Our governmental audit team has significant experience in auditing special district governmental agencies and our team members may have conducted some of these audits over the past year.

## References

Presented below are five client references of officials of California Special Districts and/or agencies who currently conduct enterprise type activities. Please do not hesitate to contact these references regarding our Firm and the high level of service we provide.

1. Mr. Carlos Corrales, Controller  
**Castaic Lake Water Agency**  
27234 Bouquet Canyon Road  
Santa Clarita, CA 91350  
**Wholesale & Retail Water Agency**  
Annual Audit – CAFR  
661.297.1600 x 237
2. Mr. Darryl Barrow, General Manager  
**Westborough Water District**  
2263 Westborough Boulevard  
South San Francisco, CA 94080  
**Retail Water & Wastewater District**  
Annual Audit – Financial Statement  
650.589.1435
3. Mr. Patrick Walter, General Manager  
**Purissima Hills Water District**  
26375 Fremont Road  
Los Altos Hills, CA 94022  
**Retail Water District**  
Annual Audit – Financial Statement  
650.948.1217
4. Ms. Stephanie Hill, Director of Finance  
and Business Services  
**San Lorenzo Valley Water District**  
13060 Highway 9  
Boulder Creek, CA 95006  
**Water/Wastewater District**  
Annual Audit – CAFR  
831.430.4620
5. Ms. Kathy Chang, Finance Manager  
**Scotts Valley Water District**  
2 Civic Center Drive  
Scotts Valley, CA 95066  
**Retail Water District**  
Annual Audit – CAFR  
831.600.1904

# Project Organization

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## *Project Organization*

Our Firm's philosophy is to take a team approach with our clients in conducting our audit engagements. A properly developed, mutually agreeable timeline results in the most efficient engagement. We want you to not only think of us as your auditor, but as a resource to be used whenever the need occurs. Also, it is our Firm's philosophy to have our partners, audit managers and audit supervisors involved in the day-to-day audit details of our clients.

You will have an Engagement Partner as well as a Technical Review Partner, a governmental audit manager and a governmental audit supervisor assigned to the District's audit; in addition, one or more staff accountants (governmental auditing staff only) will be assigned to the audit. All team members work in the field while the audit fieldwork is in process. Each team member has the following responsibilities:

The engagement partner is responsible for all services provided to the District. The engagement partner's responsibilities consist of the overall planning, supervision and review of the audit test work, and preparation of the audit report.

The governmental audit supervisor is responsible for coordinating the audit test work, which includes the on-site supervision of staff, and preparation of the audit report.

Once audit test work is completed, the supervisor will work with the staff to complete the reports for the District for all recipients. The supervisor will be your contact throughout the engagement year.

The governmental audit staff accountant will be in the field conducting the audit test work. The staff accountant is responsible for testing internal controls and substantive testing procedures and will interact with your staff at your staff's convenience.

Prior to discussions with your staff, the staff accountant will be sure that all facts have been evaluated to minimize utilizing your staff's time for audit assistance purposes.

## *Partner Participation*

The partner in charge of the audit will be available to attend meetings of the District's Management and the Boards of Directors to discuss and report on the audit process and the deliverables associated with the audit. We will provide the District with accounting advice regarding subjects that could affect the report, particularly those that will directly impact its recipients.

# Resume of Key Personnel

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## **CHARLES Z. FEDAK, CPA, MBA TECHNICAL REVIEW PARTNER**

**Education:** Bachelor of Science – Business Administration: Accountancy – California State University, Long Beach 1973  
Master of Business Administration – California State University, Long Beach 1984

**License:** Certified Public Accountant - 1983

**Continuing Education:** Total hours were 136 hours in last two years of which 32 were in governmental accounting and auditing subjects. Mr. Fedak has the Governmental Auditing Standards requirement for governmental CPE.

**Memberships:** California Society of Certified Public Accountants  
American Institute of Certified Public Accountants  
National Association of Corporate Directors

**Experience:** Charles Z. Fedak is a CPA in the State of California and has been in public accounting for forty-two plus years, having worked seven years at the national firm level before starting his own practice in January of 1981. Mr. Fedak holds a Bachelors of Science Degree in Accounting and a Masters in Business Administration from California State University, Long Beach. He has extensive experience in the audits of governmental entities including cities, towns, and special districts, while working at the national firm level as well as in our own Firm.

Mr. Fedak’s public accounting experience includes tenure with Big Four CPA Firms, Ernst & Young (“EY”) and KPMG. He is also involved in auditing of governmental and non-profit entities as well as medium to large manufacturing, construction and service oriented corporations. He has thorough knowledge of Generally Accepted Accounting Principles, Governmental Accounting, and Auditing Standards as well as the Single Audit Act. His work experience also includes tax planning and preparation at the corporate, individual, estate and trust levels.

Member of Board of Directors – Molina Healthcare, Inc. (MOH)  
New York Stock Exchange since 2002

- Chairman, Compensation Committee – MOH; 2002 – 2006
- Chairman, Audit Committee – MOH; 2004 – Present

Mr. Fedak has also participated in various tours and educational trips sponsored by the Metropolitan Water District, including the southern section of the Colorado River and the northern portion of the California Delta as they both relate to the State Water Project.

## Resume of Key Personnel, continued

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### **CHRISTOPHER J. BROWN, CPA, CGMA ENGAGEMENT PARTNER**

Education:	Bachelor of Arts - Business Administration: Finance – California State University, San Bernardino 1995 Accountancy – California State University, San Bernardino 1999
License:	Certified Public Accountant – 2002
Continuing Education	Total hours were 90 hours in last two years of which 24 were in governmental accounting and auditing subjects. Mr. Brown has the Governmental Auditing Standards requirement for governmental CPE.
Memberships	California Society of Certified Public Accountants American Institute of Certified Public Accountants Government Finance Officers Association California Society of Municipal Finance Officers Association
Experience	<p>Christopher J. Brown is a CPA in the State of California and has over seventeen years of experience in public accounting and auditing governmental entities having worked at a national firm. Mr. Brown holds a Bachelor’s Degree from California State University, San Bernardino. He has extensive experience in the areas of governmental financial and compliance reporting.</p> <p>Mr. Brown’s public accounting experience includes tenure with CPA firm RSM. He is also involved in auditing of governmental and non-profit entities as well as medium to large manufacturing, construction and service oriented corporations. Has thorough knowledge in Generally Accepted Accounting Principles, Governmental Accounting, and Auditing Standards as well as the Single Audit Act.</p> <p>Mr. Brown has provided significant audit and accounting services to various governmental entities. In these accounting engagements, he has been involved in the strategic planning processes, design and implementation of policies and procedures. He has also been involved in the implementation of performance management budgeting and planning processes.</p> <p>He is currently involved on the following major governmental engagements:</p> <ul style="list-style-type: none"><li>➤ Castaic Lake Water Agency</li><li>➤ Mojave Water Agency</li><li>➤ Monte Vista Water District</li><li>➤ Cabazon Water District</li><li>➤ Crescenta Valley Water District</li><li>➤ Hi-Desert Water District</li><li>➤ Joshua Basin Water District</li><li>➤ Victor Valley Wastewater Reclamation Authority</li><li>➤ Santa Maria Public Airport District</li><li>➤ Phelan Pinon Hills Community Services District</li><li>➤ Purissima Hills Water District</li><li>➤ Scotts Valley Water District</li><li>➤ Solano Irrigation District</li></ul>

## Resume of Key Personnel, continued

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### **JONATHAN P. ABADESCO, CPA AUDIT MANAGER**

Education:	Bachelor of Science in Accountancy – Miriam College Foundation, Inc., Philippines 1999
License:	Certified Public Accountant – 2012
Continuing Education	Total hours were 186 hours in last three years of which 62 were in governmental accounting and auditing subjects. Mr. Abadesco has the Governmental Auditing Standards requirement for governmental CPE.
Memberships	California Society of Certified Public Accountants American Institute of Certified Public Accountants
Experience	<p>Jonathan P. Abadesco is a CPA in the State of California and has over twelve years of experience in public accounting and auditing governmental entities having worked at a national firm. He has served as CFO/Controller for a not-for-profit organization.</p> <p>Mr. Abadesco’s public accounting experience includes tenure with CPA Firm, Ernst &amp; Young and PricewaterhouseCoopers. He is involved in performing financial, compliance and performance audits of governmental and non-profit entities, as well as medium to large global organizations. Has thorough knowledge in Generally Accepted Accounting Principles, Governmental Accounting, and Auditing Standards as well as the Single Audit Act.</p> <p>While working with his previous CPA firm, Mr. Abadesco was instrumental in preparing the agreed upon procedures that was utilized by the U.S. Department of Energy. Also, Mr. Abadesco has provided significant audit, accounting and consulting services to various governmental entities engaged in transportation including Los Angeles County Metropolitan Transportation Authority, Metro Gold Line Foothill Extension Construction Authority, Los Angeles Department of Transportation and Metropolitan Atlanta Rapid Transportation Authority.</p> <p>He is currently involved on the following governmental special districts engagements:</p> <ul style="list-style-type: none"><li>➤ Castaic Lake Water Agency</li><li>➤ Victor Valley Wastewater Reclamation Authority</li><li>➤ Hi-Desert Water District</li><li>➤ Scotts Valley Water District</li><li>➤ Soquel Creek Water District</li><li>➤ San Lorenzo Valley Water District</li><li>➤ Monte Vista Water District</li><li>➤ Lake Hemet Municipal Water District</li><li>➤ Joshua Basin Water District</li><li>➤ Oakdale Irrigation District</li></ul>

## Resume of Key Personnel, continued

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### ANDY BECK, CPA AUDIT SUPERVISOR

Education:	Bachelor of Arts in Economics – University of California, Irvine 2001
License:	Certified Public Accountant – 2008
Continuing Education	Total hours were 90 hours in last two years of which 24 were in governmental accounting and auditing subjects. Mr. Beck has the Governmental Auditing Standards requirement for governmental CPE.
Memberships	California Society of Certified Public Accountants
Experience	<p>Over eleven years of experience in public accounting and auditing governmental entities, not-for-profit organizations, and employee benefit plans. Mr. Beck is involved in 40%-45% of the Special District clients served by our Firm.</p> <p>Mr. Beck has provided significant audit, accounting and consulting services to various governmental entities. In these attest engagements, he has been involved in the strategic planning processes, design and implementation of policies and procedures.</p> <p>He has been involved on the following governmental special districts engagements:</p> <ul style="list-style-type: none"><li>➤ Santa Clarita Valley Water District</li><li>➤ Cabazon Water District</li><li>➤ Southern California Coastal Water Research Project</li><li>➤ Scotts Valley Water District</li><li>➤ Soquel Creek Water District</li><li>➤ San Lorenzo Valley Water District</li><li>➤ Buena Park Library District</li><li>➤ Victor Valley Wastewater Reclamation Authority</li><li>➤ Santa Maria Public Airport District</li></ul>

# Resume of Key Personnel, continued

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## JEFF PALMER AUDIT SUPERVISOR

Education:	Bachelor of Science – Business Administration: Accountancy & Finance – California State University, Long Beach 2005
License:	In Process
Continuing Education	Total hours were 74 hours in last three years of which 56 were in governmental accounting and auditing subjects. Mr. Palmer meets the Governmental Auditing Standards requirement for governmental CPE.
Memberships	California Society of Certified Public Accountants American Institute of Certified Public Accountants
Experience	<p>Over eleven years of experience in public accounting and auditing of governmental, private, and non-profit entities. Relevant governmental experience includes: cities, special districts, airports, transportation agencies, and public financing authorities. He has extensive experience in conducting financial audits under GAO Yellow Book standards and compliance audits in accordance with OMB Circular A-133. He has assisted clients in publishing their Comprehensive Annual Financial Reports in compliance with GASB Statement No. 34.</p> <p>Mr. Palmer has provided significant audit, accounting, and consulting services to various governmental entities. In these accounting and auditing engagements, he has been involved in the strategic planning processes, design and implementation of policies and procedures, performance management budgeting and planning processes, financial reviews, and cash management practices. In these consulting engagements, he has provided services including franchise tax compliance reviews, excise tax compliance and reporting reviews, and enterprise utility tax-exempt purchasing reviews.</p> <p>He has been involved on the following governmental special districts engagements:</p> <ul style="list-style-type: none"><li>➤ Castaic Lake Water Agency</li><li>➤ Mojave Water Agency</li><li>➤ Crescenta Valley Water District</li><li>➤ Monte Vista Water District</li><li>➤ Indian Wells Valley Water District</li><li>➤ North Marin Water District</li><li>➤ Purissima Hills Water District</li><li>➤ Westborough Water District</li><li>➤ Victor Valley Wastewater Reclamation Authority</li><li>➤ Santa Maria Public Airport District</li><li>➤ Phelan Pinon Hills Community Services District</li></ul>

# Our Specific Approach to your Audit

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## *Specific Audit Approach*

Our Firm's audit approach is tailored to each client in the following manner:

- We understand the significant work requirements of our clients. We work with our clients' schedules when scheduling segments of the audit or requesting documentation in order to minimize disruption during the audit process.
- We strive to utilize support already prepared by our clients in order to avoid duplication or unnecessary requests for audit supporting schedules.
- Our Firm is fully computerized in-house and utilizes portable computers on all audit engagements. We have implemented a paperless audit process that utilizes CCH ProSystems fx Engagement ® Audit Software and Practitioners Publishing Company software packages. These platforms provide for greater efficiency within the audit process. In addition, we fully embrace the utilization of data extraction capabilities within a client's reporting system to further increase efficiency and reduce demands on client staff time.
- Our staff is trained and familiar with government accounting and audit concepts, so you will see the difference in working with our professional staff.
- We audit various large and small governmental organizations, allowing us to consult with our clients on implementing various best-practices in their organizations.
- We believe that regular communication is the most important part of the audit process; as a result, we ask that if you ever have any questions about any financial, accounting, or audit issues, please contact us anytime throughout the year.

## *Interim Audit Planning and Testwork*

Planning is necessary to ensure a quality audit, efficient use of professional staff and timely delivery of reports. Adequate planning of the audit is essential to minimize disruption of the ongoing daily operations of the District and their recipients. We have developed a comprehensive, efficient planning process. We will begin the planning of the audit upon notification of award of the contract.

Tasks to be accomplished during the planning phase include:

- Conducting an Audit Entrance Conference with the District's Board of Directors and management to discuss the scope and timing of the audit test work, the availability of the District's accounting staff, prior audit problems encountered, the extent of interim audit test work to be performed, the establishment of a liaison for the audit, and the arrangements for workspace and other needs to conduct the audit test work.
- Reviewing the Board minutes, agreements/contracts, and applicable strategy for the audit period.
- Interviewing finance staff regarding internal controls.
- Discussing the status of prior year's audit findings, if any.
- Review of the District's internal control structure and communication of recommendations to the District's management team concerning District policies and procedures.
- Tests of controls of audit areas to determine the effectiveness of the District's internal control structure.
- Evaluation of any unusual items noted from our analytical procedures.
- Reviewing of important contracts, debt issues, leases and joint power agreements.
- Providing the District with suggestions regarding the closing of the District's books after year end. Our assistance and communication in the closing of the District's books is expected to minimize the number of audit adjustments required after the close of District's books.

# Our Specific Approach to your Audit, continued

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## *Interim Audit Planning and Testwork, continued*

After we obtain an understanding of the District's internal controls, evaluate their design and implementation and perform our interim test work we will determine the nature, scope, and timing for our final audit test work.

## *Final Audit Test Work*

After the final closing of the District's books and preparation of final trial balances and audit supporting schedule by District personnel, we will commence performing our *final audit testwork*.

Our final examination will include analysis of critical audit areas which we deem necessary, including:

- Analysis of cash and investment balances to online bank and brokerage websites.
- Analysis of bank reconciliations.
- Analysis of accounts receivable, delinquent balances and relative ratios.
- Analysis of unbilled receivables.
- Analysis of allocations of interest income.
- Analysis of capital assets: construction-in-progress, significant additions/disposals, and related depreciation.
- Analysis of deferred outflows of resources balances and related amortization.
- Analysis of accounts payable.
- Performance of a search for unrecorded liabilities.
- Analysis and proper valuation of the liabilities for compensated absences.
- Analysis of long term debt balances.
- Analysis of the annual roll-forward of net pension liability balances.
- Analysis of unearned revenue.
- Analysis of deferred inflows of resources balances and related amortization.
- Analysis of the proper establishment of reserves and designations.
- Analysis of significant grant agreements, awards and contracts.
- Analysis of significant events after year end (through the completion of our audit).
- Analysis of attorney letters for significant legal matters affecting the District's financial position.

The abovementioned analysis and inquiries are only a sample of the tests performed during the examination and is not meant to be all inclusive.

## *Audit Completion*

At the completion of the audit each year, we will meet with the District's management team to review our audit findings. We will communicate all deficiencies in controls which may assist the District in strengthening the internal control structure. Comments and recommendations relating to the accounting system will also be discussed. Finally, we will discuss all findings noted during the engagement. After discussion, the final report will be submitted to the District.

## *Identification and Communication of Internal Control Matters*

The objective of our audit is to form an opinion on the District. Our objective is not to identify deficiencies in internal controls; however, when control deficiencies are identified in the course of our audit and if they constitute significant deficiencies or material weaknesses, we will communicate in writing those deficiencies to those charged with governance and the District's management.

# Our Specific Approach to your Audit, continued

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## *Audit Documentation*

We will document matters pertaining to our audit planning and audit test work. The audit documentation will clearly demonstrate procedures performed, evidence obtained, and conclusions reached.

## *Communication with Management and the Board of Directors*

In addition to our written reports, we believe an oral presentation to the District's management, and the Board of Directors, to be a minimum service provided by our Firm and would be pleased to schedule a mutually convenient time for such a presentation at the conclusion of the engagement or any time during the progression of the audit.

## *Other Assistance*

Providing management assistance requires more than having talented people on staff; it requires a proactive approach. First, we assign experienced senior level professionals to our engagements. Our client base of governmental entities and commercial companies demands broad business and industry experience, as well as technical expertise. Those talented professionals have to be exposed to clients and develop an in-depth understanding of particular situations.

Second, we actively look for opportunities to provide assistance. We try to initiate rather than respond. For instance, if we believe a situation is developing, we will approach the client, offer to investigate and provide recommendations. If a formal project to address the problem is required, we will define the approach, execute the assignment and follow through with implementation assistance.

## *Timing of Our Procedures*

We understand that the District is looking for value in the professional relationship they have with their auditors. Value comes from the knowledge, experience, and dedication that our Firm employs. We stress employs because all of the knowledge and expertise shown on paper will reap no benefit to you unless it is applied. This application equates to time well spent. We have developed an audit plan that we feel will accomplish the objectives of the District and will meet your special needs.

In order to accomplish our audit objectives and meet your deadlines for delivery, the sequence and timing of our procedures are critical. Per the District's schedule requirements, interim fieldwork will begin in April through June of each year (the District's preference of dates), concluding no later than July 15<sup>th</sup> (TBD) of each year. Final fieldwork will begin in August through September of each year (the District's preference of dates), concluding no later than October 15<sup>th</sup> of each year.

Delivery of the final reports to the District will be no later than November 15<sup>th</sup> of each fiscal year or earlier per the District's requirements.

## Our Specific Approach to your Audit, continued

In the table that follows, we provide a summary of our planned activities and their timing:

Timing	Activity
Between April to June (TBD)	Conduct audit entrance conference.  Commence interim audit fieldwork; Conduct interviews with key Finance personnel. Complete controls test work. Communication with District's management about fieldwork status and any potential findings or issues.
Between August to September (TBD)	Conduct final audit fieldwork.
By October 15 <sup>th</sup> (TBD)	Conduct exit conference with the District management. Provide the draft audit reports and draft management letters to District's management prior to final report.
By October 31 <sup>st</sup> (TBD)	Deliver Final Draft Reports to the District and present the final draft reports to the Finance Committee.
By November 15 <sup>th</sup> (TBD)	Deliver Final Reports to the District and present the final reports to the Board.

TBD – To Be Determined with the client, if necessary

### *Proposed Hours and Segmentation of the Audit*

See our Cost Proposal for further information of the segmentation of the proposed audit process by hours and staffing.

# Cost Proposal for Professional Auditing Services



## Coastside County Water District

**Prepared by:**

**Fedak & Brown LLP**

Certified Public Accountants  
Riverside, California & Cypress, California  
(951) 977-9888      (657) 214-2307



**Contact Person:**

Christopher J. Brown, CPA, CGMA, Partner  
[chris@fedakbrownllp.com](mailto:chris@fedakbrownllp.com)



Charles Z. Fedak, CPA, MBA  
Christopher J. Brown, CPA, CGMA  
Jonathan P. Abadesco, CPA

**Fedak & Brown LLP**  
Certified Public Accountants

Cypress Office:  
6081 Orange Avenue  
Cypress, California 90630  
(657) 214-2307  
FAX (714) 527-9154

Riverside Office:  
4204 Riverwalk Pkwy. Ste. 390  
Riverside, California 92505  
(951) 977-9888

April 24, 2017

Ms. Mary E. Rogren, Assistant General Manager  
Coastside County Water District  
766 Main Street  
Half Moon Bay, California 94019

**Re: Request for Proposal for Professional Auditing Services**

Dear Ms. Rogren:

Based on our understanding of the Coastside County Water District (District) requirements, our fee for audit services at our discounted rates for the fiscal year ending June 30, 2017 will be **\$13,225**. This fee is based on our understanding of the District's audit requirements.

Assuming there is no substantial change in the District's activities and operations, our fee for audit services for the fiscal year ending June 30, 2018 and 2019, and for the optional fiscal years ending June 30, 2020 and 2021 will be **\$13,615, \$14,020, 14,445** and **\$14,875**, respectively.

Our estimate for out-of-pocket expenses is a separate estimate and may not be utilized in total to the amount estimated. Again, these fees are based on the estimated costs to complete the audit. The components of this audit services fee proposal and out-of-pocket costs for the fiscal years ending June 30, 2017 through 2019, and optional fiscal years ending June 30, 2020 and 2021, are itemized in the attached Exhibits.

Our not-to-exceed fee proposal is contingent upon our understanding of your requirements and the assistance we require as noted in our original audit technical proposal.

Additional services not included in this proposal will be based on our discounted billing rates based on the level of experience required. We would execute a separate contract for these services, if they are requested by the District.

I am authorized to make representations for Fedak & Brown LLP and am duly authorized to sign a contract with the District.

Christopher J. Brown, CPA CGMA

April 24, 2017

Date

## Exhibit I – Proposed Hours and Our Fees

### Proposed Hours and Our Fees

We anticipate that, for the fiscal years ending June 30, 2017 through 2019, and optional fiscal years 2020 and 2021, the audit of the District will require approximately 150 audit hours. These hours, by major area, are summarized as follows:

Breakout of Audit Hours					
Audit Steps	Partner	Manager	Supervisor	Staff	Total
Planning	4	4	6	6	20
Controls Testwork	4	5	12	24	45
Substantive Testwork	4	6	16	24	50
Reporting	8	10	11	6	35
	20	25	45	60	150

As shown above, we expect approximately 30% of engagement hours to come from the Partners and Managers assigned to the engagements.

Working on the premise that we will be provided with all the documents listed per our audit requirements (will be provided prior to commencement of fieldwork), we expect to perform the audit of the District at fees as stated in the attached Schedule of Professional Fees on Page 3 for the fiscal years ending June 30, 2017 through 2019, and optional fiscal years 2020 and 2021, respectively.

Our fees are based on the product of the time spent on the engagement and the billing rates of the individuals assigned, plus out-of-pocket costs (such as report reproductions, typing, postage, travel, copies, telephone, etc.). We will obtain the assistance of District's personnel to the extent possible and otherwise endeavor to keep these charges to a minimum. We will submit progress billings monthly to your office as our work progresses, which will be due and payable thirty days from the date of the invoice.

Based upon the present size and scope of the activities of the District, we expect to perform the services enumerated above at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the audit.

In accordance with your request for proposal and the Office of Management and Budget Circular A-128, we will maintain our work papers for a minimum of seven years and make them available to the District, state agencies, the General Accounting Office, and other parties upon the direction of the District. We have provided a breakdown of our current hourly rates, which would apply to this engagement on the attached Schedule of Professional Fees by Hours on Pages 4 through 5 of this cost proposal.

We want the Board to understand that we will provide any assistance and answer any questions that the District's staff or members of the Boards may have when they arise for the entire duration of our contract. We find it important to stay abreast of the District's activities and issues during the entire engagement.

We would like to thank you and the Board for the opportunity to submit a proposal for the auditing services of the District. Because of our experience in special districts and agencies, we will provide you with accounting updates (GASB) to assist in your operations as well as meet the audit needs of the organization. We will also continually make recommendations on these and other matters that come to our attention. We are proud of the professional services we provide and encourage you to make inquiries to any of our clients about their satisfaction with our services and the quality of our staff.

## Exhibit II – Schedule of Professional Fees

### Coastside County Water District

Engagement Fees By Fiscal Year	Audit Service Fees*	Not-to-Exceed Estimate of Out of Pocket Costs**	Total Audit Fee	Additional Items	Total Engagement
Fiscal Year 2017	\$ 13,225	1,500	14,725	500	15,225
Fiscal Year 2018	13,615	1,550	15,165	515	15,680
Fiscal Year 2019	14,020	1,600	15,620	530	16,150
<b>Total Three Year Contract Price</b>	<b>\$ 40,860</b>	<b>4,650</b>	<b>45,510</b>	<b>1,545</b>	<b>47,055</b>
<b>Optional Years</b>					
Fiscal Year 2020	\$ 14,445	1,650	16,095	540	16,635
Fiscal Year 2021	\$ 14,875	1,700	16,575	555	17,130

\* Professional audit services fees – labor only.

\*\* Estimate of out-of-pocket costs consist of: travel, mileage, postage and printing costs. Out-of-pocket costs may not be fully utilized.

## Exhibit III – Schedule of Professional Fees by Hours

### Coastside County Water District Fiscal Year 2017

#### Breakdown of Fees by Hours

	<u>Hours</u>	<u>Hourly Rates</u>	<u>Total</u>
<b>Fiscal Year 2017 Audit of:</b>			
District's Basic Financial Statements			
Partner - Engagement & Technical	20	\$ 120	\$ 2,400
Manager	25	100	2,500
Supervisor	45	85	3,825
Staff	60	75	4,500
<b>Total Financial Statement Audit for 2017</b>	<u>150</u>		<u>13,225</u>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<u>1,500</u>
<b>Total Maximum for 2017</b>			<u>14,725</u>
<b>Additional Items Asked to be Priced by the District</b>			
Preparation of the District's Annual State Controller's Report	5	100	500
<b>Total Maximum with Additional Items for 2017</b>	<u>155</u>		<u>\$ 15,225</u>

### Coastside County Water District Fiscal Year 2018

#### Breakdown of Fees by Hours

	<u>Hours</u>	<u>Hourly Rates</u>	<u>Total</u>
<b>Fiscal Year 2018 Audit of:</b>			
District's Basic Financial Statements			
Partner - Engagement & Technical	20	\$ 123	\$ 2,460
Manager	25	103	2,575
Supervisor	45	88	3,960
Staff	60	77	4,620
<b>Total Financial Statement Audit for 2018</b>	<u>150</u>		<u>13,615</u>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<u>1,550</u>
<b>Total Maximum for 2018</b>			<u>15,165</u>
<b>Additional Items Asked to be Priced by the District</b>			
Preparation of the District's Annual State Controller's Report	5	103	515
<b>Total Maximum with Additional Items for 2018</b>	<u>155</u>		<u>\$ 15,680</u>

### Coastside County Water District Fiscal Year 2019

#### Breakdown of Fees by Hours

	<u>Hours</u>	<u>Hourly Rates</u>	<u>Total</u>
<b>Fiscal Year 2019 Audit of:</b>			
District's Basic Financial Statements			
Partner - Engagement & Technical	20	\$ 126	\$ 2,520
Manager	25	106	2,650
Supervisor	45	90	4,050
Staff	60	80	4,800
<b>Total Financial Statement Audit for 2019</b>	<u>150</u>		<u>14,020</u>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<u>1,600</u>
<b>Total Maximum for 2019</b>			<u>15,620</u>
<b>Additional Items Asked to be Priced by the District</b>			
Preparation of the District's Annual State Controller's Report	5	106	530
<b>Total Maximum with Additional Items for 2019</b>	<u>155</u>		<u>\$ 16,150</u>

## Exhibit III – Schedule of Professional Fees by Hours

### Coastside County Water District OPTIONAL YEAR 1 - Fiscal Year 2020

#### Breakdown of Fees by Hours

	Hours	Hourly Rates	Total
<b>Fiscal Year 2020 Audit of:</b>			
District's Basic Financial Statements			
Partner - Engagement & Technical	20	\$ 129	\$ 2,580
Manager	25	108	2,700
Supervisor	45	93	4,185
Staff	60	83	4,980
<b>Total Financial Statement Audit for 2020</b>	<b>150</b>		<b>14,445</b>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<b>1,650</b>
<b>Total Maximum for 2020</b>			<b>16,095</b>
<b>Additional Items Asked to be Priced by the District</b>			
Preparation of the District's Annual State Controller's Report	5	108	540
<b>Total Maximum with Additional Items for 2020</b>	<b>155</b>		<b>\$ 16,635</b>

### Coastside County Water District OPTIONAL YEAR 2 - Fiscal Year 2021

#### Breakdown of Fees by Hours

	Hours	Hourly Rates	Total
<b>Fiscal Year 2021 Audit of:</b>			
District's Basic Financial Statements			
Partner - Engagement & Technical	20	\$ 131	\$ 2,620
Manager	25	111	2,775
Supervisor	45	96	4,320
Staff	60	86	5,160
<b>Total Financial Statement Audit for 2021</b>	<b>150</b>		<b>14,875</b>
<b>Out-of-Pocket Expenses (Travel, Postage &amp; Printing Costs)</b>			<b>1,700</b>
<b>Total Maximum for 2021</b>			<b>16,575</b>
<b>Additional Items Asked to be Priced by the District</b>			
Preparation of the District's Annual State Controller's Report	5	111	555
<b>Total Maximum with Additional Items for 2021</b>	<b>155</b>		<b>\$ 17,130</b>