

**QUARTZ HILL WATER DISTRICT
AUDITING SERVICES
PROPOSAL DATA SHEET**

I. FIRM NAME:
CONTACT PERSON:
PHONE:
EMAIL:

DATE:

II. QUALIFICATIONS:
(Briefly state your firm's qualifications)

--

III. PAST GOVERNMENTAL CLIENTS/CONTACT PERSON (List three):

<u>Client</u>	<u>Date Most Recent Audit</u>	<u>Contact</u>	<u>Phone</u>

IV. AUDITING PERSONNEL PROVIDED FOR THIS ENGAGEMENT:

<u>Name</u>	<u>Title</u>	<u>Years Experience</u>	<u>Certificate/Degree</u>	<u>Last Public Audit</u>
	Partner			
	Manager			
	Sr. Acct.			
	Accountant			

*Please remember to include resumes with your RFP response.

V. HOURLY RATES OF AUDITING PERSONNEL:

<u>Name</u>	<u>Title</u>	<u>Standard Hourly Rate</u>	<u>Quoted Hourly Rate</u>
	Partner	\$ per hour	\$ per hour
	Manager	\$ per hour	\$ per hour
	Sr. Acct.	\$ per hour	\$ per hour
	Accountant	\$ per hour	\$ per hour

VI. FEES:

<u>Service</u>	<u>Anticipated Hours Expended</u>	<u>Fees 2018-19</u>	<u>Fees 2019-20</u>	<u>Fees 2020-21</u>	<u>Fees 2021-22</u>	<u>Fees 2022-23</u>
<u>Audit with financial statements</u>						
<u>Management Letter</u>						
<u>Article XIII B</u>						
<u>Other per RFP</u>						
<u>Total</u>						

VII. QUALIFICATIONS REGARDING FEES:

(Please state succinctly any qualifications you need to make regarding your proposed fee (e.g., out of pocket expenses, fee increases, extraordinary services, etc.)

VIII. BILLING SEQUENCES:

(Please state the firm's normal billing practice, as it will be applied to this engagement.)

It is understood that this information must be complete and submitted by 4:00 p.m., Friday, February 15, 2019, to the Quartz Hill Water District, Attn: Chad Reed, General Manager, 5034 West Avenue L Quartz Hill, CA, 93536.

Print Name

Signature of Individual Submitting Proposal
Authorized on Behalf of Firm

Date