



SAN JOAQUIN VALLEY LIBRARY SYSTEM

ADMINISTRATIVE HEADQUARTERS
2420 Mariposa Street, Fresno, CA 93721

AWARD NOTICE

December 4, 2023

Vasquez & Company, LLP
Roger A. Martinez
655 N Central Ave, Suite 1550
Glendale, CA 91203

Subject: Award of Request for Quotation No. RFQ 24-003

San Joaquin Valley Library System (SJVLS) has completed its evaluation of all proposals submitted in response to its Request for Quotation No. 24-003 Independent Auditor Services and Financial Statements.

After Administrative Council's approval at the December 1, 2023, meeting, award will be made to Vaquez & Company, LLP, the most responsive, responsible bidder whose quotation has been determined to be the most advantageous to SJVLS.

Attached is quotation schedule for bid.

We acknowledge and appreciate the time and effort devoted to the preparation of your proposal. We will be in touch to formally enter into contract and to submit vendor set up forms.

If you have any questions, please contact me at phone (559) 600-6256 or email christopher.wymer@sjvls.org.

Sincerely,

A handwritten signature in blue ink that reads "Chris Wymer".

Chris Wymer,
Administrative Librarian

2420 Mariposa Street, 2nd floor
Fresno, CA 93721

Date: December 4, 2023

Cost Proposal

Our fees for the services outlined in this proposal are based on our estimates of the time needed to complete the project at our standard hourly rates. The fees are based on the assumption that unexpected circumstances will not be encountered during the audit, along with the following:

1. System staff are available to answer questions within the agreed timeframe.
2. No instances of fraud that will require additional procedures.
3. All information requested is provided within the agreed timeframe.
4. No (0) major programs are subject to the Single Audit Act.
5. The information provided is complete and correct for the year under audit.
6. Other unforeseen events such as:
 - a. Accounting problems.
 - b. Fraud.
 - c. Changes in your business or business environment.
 - d. Contractual difficulties with suppliers, third-party service providers, or clients.

The cost proposal contains all pricing information relative to performing the audit engagement, as described in this Request for Proposal. The total all-inclusive maximum price includes all direct and indirect costs, including out-of-pocket expenses for the annual financial statements and audits for the fiscal years ended June 30, 2021, through June 30, 2025, with the option for two additional years through June 30, 2027.

	FY2021	FY2022	FY2023	FY2024	FY2025	OPTION YEARS	
						FY2026	FY2027
Annual Financial Report	\$ 22,100	\$ 22,700	\$ 23,300	\$23,900	\$ 24,600	\$ 25,300	\$26,000

FY2021			
	Hours	Hourly Rates	Total
Partners	14	\$ 325	\$ 4,550
Manager	50	200	10,000
Senior Staff	16	150	2,400
Staff	90	120	10,800
Other (specify): Discount	-		(5,650)
Total price per fiscal year	170		\$ 22,100

FY2022			
	Hours	Hourly Rates	Total
Partners	16	\$ 335	\$ 5,360
Manager	49	206	10,094
Senior Staff	15	155	2,325
Staff	100	124	12,400
Other (specify): Discount	-		(7,479)
Total price per fiscal year	180		\$22,700

San Joaquin Valley Library System
 Proposal to RFQ SJVLS #24-003 Independent Auditor Services
 & Financial Statements

FY2023			
	Hours	Hourly Rates	Total
Partners	16	\$ 345	\$ 5,520
Manager	49	212	10,388
Senior Staff	15	160	2,400
Staff	100	128	12,800
Other (specify): Discount	-		(7,808)
Total price per fiscal year	<u>180</u>		<u>\$23,300</u>

FY2024			
	Hours	Hourly Rates	Total
Partners	16	\$ 355	\$ 5,680
Manager	49	218	10,682
Senior Staff	15	165	2,475
Staff	100	132	13,200
Other (specify): Discount	-		(8,137)
Total price per fiscal year	<u>180</u>		<u>\$23,900</u>

FY2025			
	Hours	Hourly Rates	Total
Partners	16	\$ 366	\$ 5,856
Manager	49	225	11,025
Senior Staff	15	170	2,550
Staff	100	136	13,600
Other (specify): Discount	-		(8,431)
Total price per fiscal year	<u>180</u>		<u>\$24,600</u>

FY2026			
	Hours	Hourly Rates	Total
Partners	16	\$ 377	\$ 6,032
Manager	49	232	11,368
Senior Staff	15	175	2,625
Staff	100	140	14,000
Other (specify): Discount	-		(8,725)
Total price per fiscal year	<u>180</u>		<u>\$25,300</u>