

Create Opportunities



October 11, 2021

Fee quote to provide professional audit and tax services to:

## University Preparation Charter School at CSU Channel Islands

*Prepared by:*

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[CLAconnect.com](https://www.CLAconnect.com)

WEALTH ADVISORY

OUTSOURCING

AUDIT, TAX, AND  
CONSULTING



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October 11, 2021

Ms. Charmon Evans  
University Preparation Charter School  
At USC Channel Islands  
1099 Bedford Drive  
Camarillo, CA 93003

Dear Ms. Evans:

We are very excited about the opportunity to propose our professional services to University Preparation Charter School at USC Channel Islands, (UPCS). We believe CLA is uniquely qualified to understand the needs and challenges facing UPCS now and into the future. The enclosed fee quote responds to your request for audit and tax services for the fiscal year ending June 30, 2022.

CLA is focused on delivering an exceptional level of knowledge, insight, and industry experience. As our clients' most trusted business advisor, we:

- Take a genuine interest in your opportunities and challenges.
- Proactively work with you to develop strategies based on a deep understanding of your business and industry.
- Address your organization's financial challenges through our national and local resources.
- Continually strive to better your organization, the nonprofit industry, the communities in which we work and live, the accounting profession, and ourselves.

We are eager to work with you and welcome the chance to present quote to the audit committee, board of directors, or entire management team. If you have any questions about our offerings, please do not hesitate to contact me via the information below.

Sincerely,

**CliftonLarsonAllen LLP**

Marlen Gomez  
Director  
626-387-8232  
Marlen.gomez@claconnect.com

## Fee Quote

Our fees are based on the timely delivery of services provided, the experience of personnel assigned to the engagement, and our commitment to meeting your deadlines.

CLA understands the importance of providing our clients with value-added solutions. We propose to provide routine, proactive quarterly meetings — as part of our fee — that will allow us to review and discuss with you the impact of new accounting issues, as well as any other business issues you are facing and how they should be handled. This level and frequency of interaction will no doubt enable CLA to help you tackle challenges as they come up, and take full advantage of every opportunity that presents itself.

Professional Services	June 30, 2022
Audit services*	\$11,000
Informational tax return services	\$ 2,000
Technology and client support fee (5%)	\$ 650
<b>Total</b>	<b>\$13,650</b>

\*Should federal expenditures exceed \$750,000, a change in scope and fee will be required.

### Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents)
- Rescheduling our fieldwork
- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Identifying a significant number of proposed audit adjustments
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Restating financial statements for accounting errors in the prior year
- Lack of availability of entity personnel during audit fieldwork

### Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.