



# Beaumont-Cherry Valley Water District

Phone: (951) 845-9581 Fax: (951) 845-0159

Email: [info@bcvwd.org](mailto:info@bcvwd.org)

<http://www.bcvwd.org>

## Board of Directors

David Hoffman  
Division 5

John Covington  
Division 4

Daniel Slawson  
Division 3

Lona Williams  
Division 2

Andy Ramirez  
Division 1

October 27, 2022

## Subject: Proposal for BCVWD Professional Audit Services

To Whom It May Concern:

The Beaumont-Cherry Valley Water District is requesting proposals from qualified Certified Public Accounting firms (herein "auditor") to perform an audit and issue opinions on the District's financial statements for three (3) years beginning with the calendar year ending December 31, 2022, with the option of extending the contract for two (2) additional one-year periods, at the District's sole discretion. The selected consultant shall perform the tasks specified in the "Nature of Services Required – Scope of Work" section of the Request for Proposal (RFP). The District seeks to enter into a Professional Services Agreement with the selected consultant to provide the services described in this Request for Proposal.

Submitted proposals are used to select the project consultant in conjunction with reviewing the consultant's ability to meet the District's schedule. The Consultant shall include a separate fee envelope for the cost of services related to the Professional Audit Services preparation as part of the proposal.

The proposal must be received by **3:00 P.M., November 23, 2022**

Proposal Submittal Requirements are as follows:

1. Submit a proposal for Proposal for BCVWD Professional Audit Services: One (1) original unbound copy in a sealed envelope marked – **Proposal for Professional Audit Services** to the address below.
2. Submit not to Exceed Cost Estimate for Professional Audit Services: One (1) original unbound copy in a sealed envelope separate from the Technical Proposal marked **Cost Proposal for Professional Audit Services** to the following:

**Beaumont-Cherry Valley Water District**  
**Attn: Dr. Kirene M. Bargas**  
**560 Magnolia Avenue, Beaumont, California 92223**  
[kirene.manini@bcvwd.org](mailto:kirene.manini@bcvwd.org)

Please see the RFP for more submission details and contact the Director of Finance and Administration, Dr. Kirene M. Bargas with any questions via email at [kirene.manini@bcvwd.org](mailto:kirene.manini@bcvwd.org)



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The attached Request for Proposal describes the work required. Also attached is a sample of requirements for a Professional Service Agreement with BCVWD.

The District has provided PDF copies of the following information on the Beaumont-Cherry Valley Water District's website at [bcvwd.org](http://bcvwd.org).

1. District's Professional Service Agreement (example);  
Prospective Consultants must comply with and agree to all Work generally as described hereafter and set forth by the District's attached Request for Proposal.

Prospective Consultants must comply with and agree to all instructions and requirements in this Notice.

- A. All proposals submitted must include the prescribed Scope of Work and associated completion schedule for all tasks set forth for the Professional Audit Services. The District reserves the right to modify the Scope of Work by adding or deleting individual line items during work.
- B. The successful Consultant shall execute a Professional Service Agreement within ten (10) days (not including Saturdays, Sundays, and Holidays) after the date of the Notice of Award.
- D. The successful Consultant shall furnish insurance per the Professional Service Agreement before executing the Contract Agreement.
- E. The Consultant shall start the Work within ten (10) days after the date of the Notice to Proceed.

Sincerely,  
Dr. Kirene M. Bargas  
Director of Finance and Administration

Attachments:

- 1. Beaumont-Cherry Valley Water District Request for Proposals For Professional Audit Services