

To: David Jackson; dblake@tcdsweb.com
Cc: Pam Johnson (schoolmanagementgroup@gmail.com); Shirley Vasquez; Shemia Moore
Subject: FW: BHUSD Prop 39 Addendum - Maintenance of District Assets Funded with Measure E and Warranty Conditions Compliance

See attached,

Apparently, the COC audit committee requested some additional audit services, this is in addition to what we have them under contract for.

A board item needs to be done to amend the contract for this additional scope of work.

LaTanya KirkCarter Latham
Assistant Superintendent – Business Services
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From: Stephen Bacchetti [<mailto:Stephen.Bacchetti@mossadams.com>]
Sent: Friday, September 29, 2017 9:11 AM
To: La Tanya Kirk
Subject: BHUSD Prop 39 Addendum - Maintenance of District Assets Funded with Measure E and Warranty Conditions Compliance

Hi La Tanya,

Please find attached the potential addendum to our Prop 39 services. The scope of work is below for easy reference:

Maintenance of District Assets Funded with Measure E and Warranty Conditions Compliance

We will review the District's maintenance and warranty condition compliance policies and procedures for assets funded with Measure E. Specific emphasis will be placed on the controls surrounding the required maintenance and documentation of these assets in accordance with warranty terms, the completeness and accuracy of the asset list, and the use of warranties when applicable.

This scope was brought up at the COC audit meeting last year/this year and appears to be a good addition to the audit program.

Hope you have a good weekend.

Regards,

Steve Bacchetti, CPA
Manager | **Moss Adams**
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