



## EXHIBIT 1

January 22, 2025

Ms. Thao Le  
Accounting Manager  
Ventura County Transportation Commission  
751 E. Daily Drive, Suite 420  
Camarillo, CA 93010

**Re: Proposal – Professional TDA, SGR, Proposition 1B, and LCTOP Financial and Compliance Auditing Services for the Cities of Simi Valley and Moorpark**

Dear Ms. Le,

ASM LLP (ASM) is pleased to submit this proposal to the Ventura County Transportation Commission (VCTC) for professional TDA, SGR, Proposition 1B, and LCTOP financial and compliance auditing services for the Cities of Simi Valley and Moorpark for the fiscal years ending June 30, 2025, through 2028. ASM is confident that we are the best choice to provide these services for the following reasons:

- **Proven Experience:** Our partners have successfully performed these audit services on behalf of VCTC over the past decade. Additionally, one of our partners, who also serves as a partner at Conrad LLP, is currently conducting TDA audits and Measure A agreed-upon procedures for the Riverside County Transportation Commission, as well as TDA and Measure I audits for the San Bernardino County Transportation Authority.
- **Specialized Expertise:** Our team has extensive experience providing high-quality audit and accounting services to governmental agencies.
- **Commitment to Deliverability:** We understand the scope of work required and have the resources and expertise to deliver these services on time and within the specified timeframe.

### **Qualifications**

The Partners and Staff at ASM have an established track record of performing TDA Articles 3, 4, 8(a), 8(c), Low Carbon Transit Operations Program (LCTOP), State Transit Assistance (STA), State of Good Repair (SGR), and Proposition 1B audits for VCTC from 2014 through 2024. Our team has also conducted similar engagements for multiple transit agencies, demonstrating our ability to meet the specific needs of these projects effectively.

## Proposal – Professional TDA, SGR, Proposition 1B, and LCTOP Financial and Compliance Auditing Services for the Cities of Simi Valley and Moorpark

### Key Personnel

The success of any audit relies on a team with the managerial and technical expertise to achieve the desired results. The key personnel for these additional audits will be the same highly skilled professional team currently performing the TDA audits for VCTC.

This team will be led by **Ms. Andrea Jayasekara, CPA, Managing Partner**, who brings extensive experience in government auditing and compliance services, and will be supported by **Ms. Mariana Beuchat, CPA, Manager**, a seasoned expert with a deep understanding of TDA and related audits.

Together, this team ensures continuity, quality, and a comprehensive understanding of VCTC's requirements.

### Fee Schedule

Below is our fee schedule for the requested audits:

<i>City of Simi Valley</i>						
<u>City</u>	<u>Audit</u>	<u>Cost</u>				<u>Comments</u>
		<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Simi Valley	LCTOP	\$ 5,360	\$ 5,520	\$ 5,680	\$ 5,850	None
<i>City of Moorpark</i>						
<u>City</u>	<u>Audit</u>	<u>Cost</u>				<u>Comments</u>
		<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Moorpark	TDA Article 3	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	Note 1
Moorpark	TDA Article 8a	\$ 5,360	\$ 5,520	\$ 5,680	\$ 5,850	Note 2
Moorpark	TDA Article 8c	\$ 6,500	\$ 6,825	\$ 7,166	\$ 7,525	Note 2
Moorpark	Prop 1B	\$ 5,360	\$ 5,520	\$ 5,680	\$ 5,850	Note 2
Moorpark	STA	\$ 5,360	\$ 5,520	\$ 5,680	\$ 5,850	Note 2
Moorpark	SGR	\$ 4,550	\$ 4,778	\$ 5,016	\$ 5,267	Note 2
Moorpark	LCTOP	\$ 5,360	\$ 5,520	\$ 5,680	\$ 5,850	Note 2
Total		\$ 38,990	\$ 40,183	\$ 41,403	\$ 42,692	None
Total for Both Cities		\$ 44,350	\$ 45,703	\$ 47,083	\$ 48,542	

The above prices were proposed based on the following assumptions:

**Note 1.** The Schedule of Status of Funds for FY 2024 is currently disorganized and requires significant effort to address the inconsistencies. A thorough review and clean-up will be necessary to ensure the schedule is accurate and properly structured for FY 2025.

**Note 2.** It is assumed that the level of activity for FY 2025 will be consistent with prior years.

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We believe our fee estimate represents a fair and reasonable cost to perform the requested compliance services. This proposal is valid for 180 days and has been signed by Ms. Andrea Jayasekara, Managing Partner of ASM LLP, who is authorized to negotiate and bind ASM LLP on its behalf with VCTC.

We welcome the opportunity to discuss this proposal further and address any questions you may have. Please feel free to contact Ms. Andrea Jayasekara at (949) 614-0626, extension 5, or via email at [ajayasekara@asmllp.com](mailto:ajayasekara@asmllp.com).

Thank you for considering ASM LLP for this engagement.

We look forward to hearing from you so that we may discuss any questions you may have. You may contact Andrea Jayasekara at (949) 614-0626, extension 5, or by email at [ajayasekara@asmllp.com](mailto:ajayasekara@asmllp.com).

Sincerely,



Andrea Jayasekara, CPA, ACMA, MBA  
Partner