

FOLLOW-UP REVIEW

Date:	June 14, 2022
Department:	Engineering
Subject:	Construction Manager at Risk (CMAR) Projects
Lead Auditor:	Michelle Hutson, Senior Internal Auditor

OBJECTIVE

The objective of this follow-up review was to determine whether the Engineering department effectively implemented the action plan based on the recommendation from the March 2021 CMAR audit report.

SCOPE & METHODOLOGY

To accomplish our objective, we:

- Interviewed personnel and reviewed policies and procedures to gain an understanding of the department's process to ensure proper document retention.
- Reviewed a sample of CMAR projects to ensure contract-related documents were consistently retained.

BACKGROUND

On March 10, 2021, we issued a report on our audit of the Engineering department's CMAR project delivery method. The objective of the audit was to determine whether CMAR projects were administered in accordance with established criteria and whether internal controls were in place and operating effectively to monitor CMAR projects. The audit concluded that controls over document retention could be further improved. The audit report included one recommendation to ensure contract-related documents are consistently retained. The department agreed to the recommendation and developed an action plan to implement the recommended change.

CONCLUSION

The recommendation has been implemented and is summarized in the following table:

Recommendation	Implemented
1-1: Engineering management should develop processes to ensure contract-related documents are consistently retained.	✓