

Date: April 7, 2017

For ACTION _____
For INFORMATION _____
Board Agenda: Yes _____
No _____

FROM: Michael R. Herbstman, Chief Financial Officer

THROUGH: Alvin L. Crawley, Ed.D., Superintendent of Schools

TO: The Honorable Ramee A. Gentry, Chair, and
Members of the Alexandria City School Board

TOPIC: Performance Audit of the Procurement Department

SUMMARY: Gibson Consulting Group has completed their audit of the Procurement Department and ACPS management has provided responses to the recommendations in the audit.

BACKGROUND: After an outside consultant completed a Risk Assessment of ACPS, the School Board approved funding in the FY 2016 Combined Funds Budget for an internal audit program. In spring of 2016 the School Board awarded a contract to Gibson Consulting Group to conduct audits in the following areas: Procurement, Facilities and Payroll.

The Procurement audit was completed by Gibson at the beginning of this year and ACPS Management provided responses to the recommendations in the audit. The report presents commendations as well as recommendations to improve processes, controls, and management practices in the Procurement Department. There are a total of twenty-one recommendations in the audit report; three low priority, ten medium priority and eight high priority. Management agrees with most of the recommendations in the report and has already begun implementing changes in the department.

RECOMMENDATION: The Superintendent recommends review of the audit findings including staff responses and timeline of corrective actions as needed.

IMPACT: Implementation of the recommended actions, as outlined in the management responses, will improve procurement process efficiency, enhance internal controls and advance fiscal transparency.

ATTACHMENTS: Gibson's Performance Audit Report of the Procurement Department

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