



City of San Antonio

Agenda Memorandum

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In Control: Audit and Accountability Committee

AUDIT COMMITTEE SUMMARY
August 24, 2017
Audit of Transportation and Capital Improvements
Sidewalk Infrastructure
Report Issued March 2, 2107

Audit Objective

Determine if the TCI sidewalks program is effectively managed to include oversight of contractors and adequate inspection and QA processes.

Background

The Transportation & Capital Improvement Department's (TCI) sidewalk program is one of various initiatives the department has in place to ensure it meets the needs of residents both in building and maintaining the City's infrastructure. Sidewalk projects are geared to close sidewalk gaps within the City, repair existing sidewalks, and construct sidewalks and crosswalks in compliance with the 2009 Americans with Disabilities Act (ADA).

TCI oversees the completion of various sidewalk project types to include Infrastructure Management Program (IMP) projects, Bond projects, Neighborhood Access Mobility Program projects, Community Development Block Grant (CDBG) projects, and in-house sidewalk repairs. Each project type goes through a different selection process with ultimate approval obtained from City Council. The total amount spent on sidewalk projects in FY 2016 was approximately \$14 million dollars.

Audit Scope & Methodology

The audit scope was October 2014 to June 2016. To obtain an understanding of internal controls we conducted interviews with key personnel in various TCI departments. We reviewed related TCI's Policy and Procedures Manuals, the 2012-2017 Bond Program Information Guide, and other Adopted IMP documents. Additionally, we reviewed contracts, consulting agreements, and other related documents.

Audit Conclusions

The TCI Department's sidewalks program is effectively managed to include oversight of contractors

and adequate inspection and QA processes. Additionally, they have monitoring controls in place to ensure that sidewalk projects meet the requirements of each phase from approval to completion. Specifically:

- Processes are in place to ensure approval of sidewalk projects
- Appropriate procurement processes are being followed
- Reviews are taking place to ensure compliance with contract terms
- Routine inspections and material testing are conducted
- Quality assurance reviews are conducted at project completion

No recommendations were made for this audit.