

Forensic Audit Implementation - Engineering/Professional Services– Lisa LeBlanc

The forensic audit has a specific recommendation for staff to include historical information related to an add-service request when requesting Board approval (TC13-9). Add-service requests, together with new professional service contracts, typically are considered by the Board under “Approval of Engineering Services”. In an effort to improve our practice and implement the recommendations of the forensic audit, the engineering services summary back-up documentation for the Board has a new format commencing with the October 5, 2016 Board meeting. The summary includes a section for new contracts and a separate section for contract amendments (add-services). The first section for new contracts provides specific information including: project, vendor, funding source, contract amount, contract term and scope of services. The second section for contract amendments includes historical information for the contract including the present allowable compensation and the number of amendments previously approved. In addition to the summary revisions, the actual contract or amendment will be provided as back up documentation identifying the full scope and deliverables associated with the proposed changes in fee for full transparency prior to Board approval.