



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**AUDIT COMMITTEE**

Item No.  
**4**

Meeting Date: **FEBRUARY 6, 2012**

**Subject:**

**Revision to the Fiscal Year 2012 Audit Plan of the Office of the Chief Auditor**

**Recommendation:**

Staff recommends that the Audit Committee forward this item to the Board for information.

**Background/Justification:**

The Office of the Chief Auditor's (OCA) Annual Audit Plan for Fiscal Year 2012 was approved by the Audit Committee during its May 9, 2011, meeting.

Pursuant to Section 4 and Section 5 of the Charter of the Office of the Chief Auditor, amendments for unplanned and special request audits may be performed after review and consultation with the Audit Committee.

The Fiscal Year 2012 Audit Plan requires a revision due to circumstances identifying the addition, or the deletion, of the following list of projects or vendors:

*Add:* Pacific Aircraft Maintenance, Inc.  
*Special request received from the Real Estate Management Department*

The revised Fiscal Year 2012 Audit Plan is presented in Attachment A.

**Fiscal Impact:**

None

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

☐ Community Strategy    ☐ Customer Strategy    ☐ Employee Strategy    ☒ Financial Strategy    ☒ Operations Strategy

**Environmental Review:**

1. This Board action, as an administrative action, is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA, Cal. Pub. Res. Code §21065.
2. This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Equal Opportunity Program:**

Not applicable

**Prepared by:**

MARK A. BURCHYETT  
CHIEF AUDITOR

**San Diego County Regional Airport Authority  
Office of the Chief Auditor  
FY 2012 Audit Plan  
Revised 2-6-12**

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**BUSINESS PROCESS AUDITS**

Airport Lost and Found  
Capital and Maintenance Project Selection and Planning  
Passenger Baggage Delivery  
Public Parking  
Vehicle Fleet Management

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**EXPENSE CONTRACT AUDITS**

HSS, Inc.  
Jones Payne Group  
Mactec Engineering and Consulting  
Marsh Risk & Insurance Service  
Pacific Rim Mechanical  
Sadler Electric, Inc.  
Slayton Mechanical Contractors Inc.  
Strong Tower Construction dba Koch Corporation  
William Nicholas Bodouva + Associates  
WTS, Inc.

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**REVENUE CONTRACT AUDITS**

Airline Revenues  
DTG Operations Inc. dba Thrifty & Dollar  
Host International Inc.  
Lindbergh Parking  
Nevada Lease and Rental Inc. dba Payless Car Rental System  
Newport Beach Sales & Leasing Inc. dba Budget Rent A Car System  
Smarte Carte  
The Hertz Corporation

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**ANNUAL ONGOING AUDITS AND SUPPORT**

AECOM Expenditures  
Agreements with Expenditure Limits Not to Exceed \$100,000  
Aircraft Rescue & Fire Fighting (ARFF) Billing  
Board Member Expenditures  
Consolidated Rental Car Facility (CONRAC) Fund  
Emergency Medical Technician-Paramedic Services  
Procurement Card Spending  
San Diego Unified Port District Billing  
Special Request Audits

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Lifecycle of Contracts

**Pacific Aircraft Maintenance, Inc.**

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**ETHICS PROGRAM ACTIVITY**


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**CONSTRUCTION AUDIT AND MONITORING ACTIVITY**


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