



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
AUDIT COMMITTEE

Item No.
5

Meeting Date: **AUGUST 19, 2013**

Subject:

Revision to the Fiscal Year 2014 Audit Plan

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 2014 was approved by the Audit Committee during its May 13, 2013, 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 2014 Audit Plan requires a revision due to circumstances identifying the addition, or the deletion, of the following list of projects or vendors:

Add (*per special request by AvCOM*): ASIG

The revised Fiscal Year 2014 Audit Plan is presented in Attachment A.

Fiscal Impact:

No fiscal impact. The Office of the Chief Auditor's Fiscal Year 2014 Budget includes funds specified for conducting Special Request Audits.

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:

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CHIEF AUDITOR

San Diego County Regional Airport Authority
OFFICE OF THE CHIEF AUDITOR
Fiscal Year 2014 Audit Plan
REVISED 8/19/13

BUSINESS PROCESS AUDITS

- 1 Debt Service Management
- 2 Cloud Management and Performance
- 3 Human Resources Services Performance
- 4 Airport Lost and Found
- 5 Timekeeping Payroll
- 6 Social Media Control and Performance

EXPENSE CONTRACT AUDITS

- 7 Bradford Airport Logistics
- 8 Leigh Fisher & Associates
- 9 SOLPAC Construction, Inc., dba Soltek Pacific Construction Company
- 10 Abadjis Systems, Ltd.
- 11 Ace Parking Management, Inc.
- 12 Kimley-Horn and Associates, Inc.
- 13 Porter Novelli, Inc.
- 14 AMEC Environmental and Infrastructure, Inc.

REVENUE CONTRACT AUDITS

- 15 Budget Rent A Car Systems
- 16 DTG Operations, Inc. dba Thrifty & Dollar
- 17 Nevada Lease and Rental, Inc. dba Payless Car Rental System
- 18 Simply Wheelz, LLC dba Advantage Rent-A-Car
- 19 DAL Global Services, LLC
- 20 Elite Line Services, Inc.
- 21 Landmark Aviation GSO-SAN, LLC
- 22 Sky Chef, Inc. dba LSG Sky Chefs
- 23 Host International, Inc. (FSP 1)
- 24 SSP America, Inc. (FSP 3)
- 25 Smarte Carte, Inc.

ANNUAL ONGOING AUDITS AND SUPPORT

- 26 Aircraft Rescue & Fire Fighting (ARFF)
- 27 Board Member Expenditures
- 28 CONRAC Fund Review
- 29 Procurement Card Program
- 30 Agreements with Expenditure Limits Not to Exceed \$100,000
- 31 Bi-Annual Airline Landing Fees
- 32 Emergency Medical Technician-Paramedic Services
- 33 San Diego Unified Port District Billing

34 **Special Request Audits**

AS/G

35 **QUALITY ASSESSMENT REVIEW**

36 **ETHICS PROGRAM ACTIVITY**

37 **CONSTRUCTION AUDIT AND MONITORING ACTIVITY**