



Florida Department of TRANSPORTATION

Office of Inspector General Kristofer B. Sullivan, Inspector General

OIG Risk Assessment and Work Plan, Fiscal Year 2022-23

July 28, 2022

Executive Summary

We are pleased to present the Florida Department of Transportation (Department) Office of Inspector General's (OIG) Annual Risk Assessment and Work Plan results for fiscal year (FY) 2022-23.

Our Work Plan is risk-based to provide broad coverage of Department programs, systems, and controls. The OIG's risk analysis is based on input from the Secretary, Assistant Secretaries, District Secretaries, Chief of Staff, and Functional Managers.

The activities outlined in our Work Plan address the Department's major operations and optimize the use of our resources. We retain approximately 20 percent of our hours for Department projects that may be requested during the year. We also allocated a small percentage of our audit resources for projects that may be requested by the Governor's Chief Inspector General (CIG) for projects with enterprise-wide focus.

DocuSigned by:
Kristofer B. Sullivan
Submitted by: 68AAC6E338E84E4
Kristofer B. Sullivan, Inspector General

Date: 7/28/2022 | 3:28 PM EDT

Approved by: *Jared W. Perdue*
Jared W. Perdue, Secretary

Date: 8/18/2022

**Office of Inspector General
Florida Department of Transportation**

TABLE OF CONTENTS

RISK ASSESSMENT PROCESS	3
FISCAL YEAR 2022-23 WORK PLAN	4
LONG-TERM WORK PLAN	8
DISTRIBUTION	9
PROJECT TEAM	10
STATEMENT OF ACCORDANCE	10

**Office of Inspector General
Florida Department of Transportation**

RISK ASSESSMENT PROCESS

Subsection 20.055(6)(i), Florida Statutes, (2021), and professional audit standards, require the OIG to develop risk-based, long-term, and annual audit plans, which consider resources and input from senior management. The methodology used for our risk assessment process is detailed below.

Define the audit universe

We identified the following 31 auditable areas:

- | | |
|---------------------------------------|--|
| 1. Florida's Turnpike Enterprise | 17. Comptroller |
| 2. Design | 18. Work Program and Budget |
| 3. Traffic Engineering and Operations | 19. Aviation |
| 4. Maintenance | 20. Freight and Multimodal Operations (Rail) |
| 5. Emergency Management | 21. Seaport |
| 6. Right of Way | 22. Spaceports |
| 7. Construction | 23. Transit |
| 8. Materials | 24. Policy Planning |
| 9. Program Management | 25. Systems Implementation |
| 10. Safety | 26. Forecasting and Trends |
| 11. Environmental Management | 27. Research Center |
| 12. Equal Opportunity | 28. Civil Integrated Management |
| 13. Human Resources | 29. Information Security Management |
| 14. Organizational Development | 30. Information Technology |
| 15. Support Services | 31. SunRail |
| 16. Procurement | |

Identify major risks

We surveyed Department management, including Assistant Secretaries, District Secretaries, Chief of Staff, Functional Managers, and OIG staff. They identified major risks, potential audit topics, and any concerns they had regarding fraud, waste, abuse, or potential wrongdoing in the Department.

Translate risks into measurable risk factors

We discussed the impact, likelihood, and risk type of each topic submitted. The following risk factors were also considered to assist in prioritizing topics: changes in leadership; new governing processes; and new information technology systems.

Present topics to the Secretary

The topics were presented to the Secretary for final review and feedback.

Develop an Annual Work Plan based on the final risk ranking (pages 5-7).

**Office of Inspector General
Florida Department of Transportation**

FISCAL YEAR 2022-23 WORK PLAN

The OIG's Annual Work Plan provides broad audit coverage and focuses OIG resources on areas with the greatest known risks. We dedicate resources to auditing Department processes, contractor and consultant contracts, intermodal grant programs, and examining federal reimbursement rates.

The OIG has 26 audit positions and can expend 33,350 hours as follows:

Total FY 2022-23 Potential Hours Available	33,350
Carry-forward hours to complete FY 2021-22 projects	3,505
Reserve 400 hours for CIG requests	400
Reserve 20 percent of remaining hours for management requests	5,968
Recurring projects (Performance Measures, Rates, etc.)	5,750
New topics identified through the risk assessment process	17,727
Total FY 2022-23 Hours Programmed	33,350

**Office of Inspector General
Florida Department of Transportation**

Our FY 2022-23 Work Plan includes 77 topics, listed below.¹ The long-term topics, required to be identified by statute, are on page 8.²

Finance and Administration			
Function	Topic	Project Type	
Human Resources	Driver and Vehicle Information Database (DAVID) Attestation - HR	Recurring	
	Telework Policy Review (Consulting Service)	New	
	Fair Labor Standards Act (FLSA) Overtime Determinations Review	New	
Support Services	Records Retention Audit	Carry Forward	
Office of Comptroller	Department FY 2023-24 Indirect Rate Review	Recurring	
	Section 129(a)(3)(A) Financial Review FY 2022-23 (Toll Credits)	Recurring	
	Section 129(9)(a) Financial Review FY 2022-23 (Buses)	Recurring	
	Section 129 Financial Review	Carry Forward	
	Value Pricing Pilot Program Review FY 2022-23	New	
Procurement	House Bill 1079 Project Audit	Recurring	
	Limited Pre-award Review – Embedded Data Collector CEI Pay Item Rate	Carry Forward	
	Audit of Consultant Contract Labor Cost Credits (Design Professional Service Agreements)	Carry Forward	
	Paycheck Protection Program (PPP) Loan Review	New	
	General Engineering Consultant Contactors (GEC) Review	New	
	Infrastructure Investment and Jobs Act (IIJA) Highway Infrastructure Funding Hours for Review	New	
	CPA Work Paper and Cognizant Reviews		
	Carr, Riggs & Ingram, LLC., (GAI) Cognizant Review CY 2021	Carry Forward	
	Carr, Riggs & Ingram, LLC., (GAI) Cognizant Review CY 2022	Recurring	
	D.L. Purvine, CPA, PLLC (WGI) Cognizant Review CY 2021	Recurring	
	D.L. Purvine, CPA, PLLC (WGI) Cognizant Review CY 2022	Recurring	
	CliftonLarsonAllen (TLP Engineering Services, Inc.) Cognizant Review CY 2022	Recurring	
	Baker Tilly US, LLP (Atkins) Cognizant Review	Recurring	
	Aldrich CPAs + Advisors LLP (CONSOR Engineers LLC) Cognizant Review CY 2021	Recurring	

¹ Although captured in the total programmed hours, some non-audit projects (e.g., computer forensics) and confidential (e.g., whistle-blower related) projects are not listed in these tables. Additionally, some project names have been combined for ease of reporting (e.g., CPA working paper reviews and corresponding cognizant letter).

² Although a long-term audit plan is required by statute, the risk assessment process is conducted annually; therefore, the topics listed may not be included in future audit plans.

**Office of Inspector General
Florida Department of Transportation**

Engineering and Operations		
Function	Topic	Project Type
Construction	Duplicate Payments to Construction Engineering & Inspection Firms	Carry Forward
	Duplicate Payments to CEI Firms - GRL Engineering	Carry Forward
	Duplicate Payments to CEI Firms - Metric Engineering	Carry Forward
	Duplicate Payments to CEI Firms - Applied Foundation Testing	Carry Forward
	Duplicate Payments to CEI Firms - Radise International, L.L.C.	Carry Forward
	Duplicate Payments to CEI Firms - Wood Environment & Infrastructures Solutions, Inc	Carry Forward
	Duplicate Payments to CEI Firms - Rummel, Klepper, & Kahl, LLP	Carry Forward
	Duplicate Payments to CEI Firms - H.W. Lochner Inc.	Carry Forward
	Duplicate Payments to CEI Firms - HNTB Corporation	Carry Forward
	Duplicate Payments to CEI Firms - Eisman & Russo	Carry Forward
	Audit of Direct Labor Cost Credits – Tetra Tech, Inc.	Carry Forward
	Audit of Direct Labor Cost Credits – Nv5, Inc.	Carry Forward
	Audit of Direct Labor Cost Credits – Gannett Fleming, Inc.	Carry Forward
	Nuclear Density Gauges Storage Audit	Carry Forward
	Rest Area Construction Review	New
Construction Change Order Audits - 2 projects	New	
Traffic Engineering and Operations	Lodestar Contract Review	New
Maintenance	Moveable Bridge Operations Audit	New
	National Bridge Inspection Standards Audit	New
Program Management	Utility Office Rates Procedures Audit	Carry Forward
	Flagler County (SCRAP/SCOP Funding) Audit	Carry Forward
	City of Lake Worth Beach Local Agency Program Audit	Carry Forward
	City of West Palm Local Agency Program Audit	New
	Gadsden County Local Agency Program Audit	New

Transportation Technology		
Function	Topic	Project Type
Information Technology	Confidential and Exempt Data Audit	Carry Forward
	Security of SharePoint Sites Audit	Carry Forward
	Department's Applications to Determine Shadow IT (Consulting Service)	New
	Use of Personal Device Review	New
	Department Process for Removing Terminated Employees Review	New
	Device Sanitation Audit	New
	Department Patch Management Process Audit	New

**Office of Inspector General
Florida Department of Transportation**

Strategic Development		
Function	Topic	Project Type
Freight & Rail Office	South Florida Regional Transportation Authority (SFRTA) Review	Carry Forward
	Rail Inspections Audit	Carry Forward
	Florida East Coast Railway 2021 Indirect Rates Review	New
	CSXT 2021 Indirect Rate Review	New
Policy Planning	Gainesville Metropolitan Transportation Planning Organization (MTPO) Audit	Carry Forward
	Broward Metropolitan Planning Organization Audit	Carry Forward
	Performance Measures FY 2021-22 Audit	Carry Forward
	Performance Measures FY 2022-23 Audit	Recurring
	Metropolitan Planning Organizations Block of Hours - 2 Projects	New
Seaport	Florida Seaport Transportation & Economic Development (FSTED) Review	Carry Forward
	Port of Fernandina Audit	New
Transit	Miami-Dade County Transit Funding Audit	Carry Forward
	Orlando Central Florida Regional Transit Authority (LYNX) Audit	Carry Forward
	Infrastructure Investment and Jobs Act (IIJA) Highway Infrastructure Funding Hours for Review	New
	Palm Beach Transportation Planning Agency Audit	New
	Center for Urban Transportation Research (CUTR) Review	New
	Block of Hours for Transit Audit	New
Sunrail	SunRail Transition (Consulting Service)	New
Spaceports	Spaceports Office Audit	New

Other Offices		
Function	Topic	Project Type
Inspector General	Driver and Vehicle Information Database (DAVID) Attestation – OIG	Recurring
Transportation Disadvantaged	Driver and Vehicle Information Database (DAVID) Attestation – Commission of the Transportation Disadvantaged	Recurring
Turnpike Enterprise	Review of FTE PEN Process	Carry Forward

**Office of Inspector General
Florida Department of Transportation**

LONG-TERM WORK PLAN

These long-term auditable topics were identified for the FY 2022-23 Work Plan:

- Palo Alto VPN Services;
- Business Development Initiative Qualifications;
- Equal Opportunity Compliance System Data Regarding Disadvantaged Business Enterprise;
- National Pollutant Discharge Elimination System Permits; and
- Title 6 compliance.

**Office of Inspector General
Florida Department of Transportation**

DISTRIBUTION

Internal Distribution:

Jared W. Perdue, P.E., Secretary, Department of Transportation
Kenyatta Lee, Interim Chief of Staff/Chief of Modal Development
Rebekah Davis, General Counsel
Will Watts, P.E., Assistant Secretary for Engineering and Operations
Brad Thoburn, Assistant Secretary for Strategic Development
Lisa Saliba, Assistant Secretary for Finance and Administration
Trey Tillander, P.E., Executive Director of Transportation Technology
L.K. Nandam, P.E., District One Secretary
Greg Evans, P.E., District Two Secretary
Phillip Gainer, P.E., District Three Secretary
Gerry O'Reilly, P.E., District Four Secretary
John E. Tyler, P.E., District Five Secretary
Stacy Miller, P.E., District Six Secretary
David Gwynn, P.E., District Seven Secretary
Nicola Liquori, CPA, Executive Director, Turnpike Enterprise
Huiwei Shen, Chief Planner
Dan Hurtado, P.E., Chief Engineer

External Distribution:

Melinda Miguel, Chief Inspector General, Executive Office of the Governor
Sherrill Norman, Auditor General, State of Florida
Jamie Christian, Florida Division Administrator, Federal Highway Administration
Ralph Yoder, Executive Director, Florida Transportation Commission

**Office of Inspector General
Florida Department of Transportation**

PROJECT TEAM

Engagement was conducted by:

Jessica Mobley, Deputy Audit Director for Intermodal

Under the supervision of:

DeGreta Corbin, Quality Assurance & Operations Support Manager

Bill Pace, Deputy Audit Director for Contracts

Amy Furney, Deputy Audit Director for Performance and Information Technology

Joseph W. Gilboy, Director of Audit

Approved by:

Kristofer B. Sullivan, Inspector General

STATEMENT OF ACCORDANCE

The Department's mission is to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities.

The Office of Inspector General's mission is to provide independent and objective investigative and audit services that promote accountability, integrity, and efficiency within the Florida Department of Transportation and its partners.

This work product was prepared pursuant to section 20.055, Florida Statutes, in accordance with the Association of Inspectors General *Principles and Standards for Offices of Inspector General* and conforms with The Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*.

Please address inquiries regarding this product to the Department's Office of Inspector General at (850) 410-5800.