



**BOARD OF COUNTY COMMISSIONERS
OFFICE OF THE COMMISSION AUDITOR**

M E M O R A N D U M

TO: Lester Sola, Director
Internal Services Department, Director

FROM: Charles Anderson
Commission Auditor

A handwritten signature in black ink, appearing to read "Charles Anderson", is written over the printed name.

DATE: July 1, 2013

SUBJECT: Review of the Procurement Processes, including Change Orders, Sole Source Contracts, Debarment and Suspension Procedures, and Selection Committees

In accordance with actions taken at the June 4, 2013 BCC meeting, subject audit which involved your department, was removed from the Office of the Commission Auditor Calendar Year 2013 Work Plan. Enhancements initiated by the Procurement Services Division have addressed our audit concerns. Therefore, the audit is considered closed.

We appreciate the courtesies and assistance extended to our staff during the audit process.

c: Miriam Singer, Assistant Director, ISD Procurement Management Services