

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Inspector General



Inspector General

January 25, 2021

Kevin Donahue, Interim City Administrator
Office of the City Administrator
John A. Wilson Building
1350 Pennsylvania Avenue, N.W., Suite 513
Washington, D.C. 20004

Dear Interim City Administrator Donahue:

This letter informs you that the Office of the Inspector General (OIG) will conduct its follow-up on Inspection and Evaluation (I&E) recommendations issued during Fiscal Years (FY) 2018, 2019, and 2020. The objectives of this engagement are to assess: 1) the status of open recommendations; 2) whether corrective actions remedied key conditions identified in prior OIG I&E reports; and 3) whether agencies realized monetary benefits (if applicable). This evaluation is included in the *OIG's Fiscal Year 2021 Audit and Inspection Plan*.

The following I&E reports and their corresponding recommendations will be included in this follow-up engagement:

FY 2018:

- Department of Human Services: [*Evaluation of Two Contracts for Hotel Accommodations for Homeless Families*](#) (OIG Project No. 18-I-01JA), issued on December 4, 2017.
- Office of Contracting and Procurement: [*Evaluation of Selected D.C. Supply Schedule Temporary Support Services Contracts*](#) (OIG Project No. 18-I-02PO), issued on February 28, 2018.
- Deputy Mayor for Planning and Economic Development: [*Evaluation of the Dix Street Revitalization Grant*](#) (OIG Project No. 18-I-03EBO), issued on August 17, 2018.
- Department of Energy and Environment: [*Evaluation of the D.C. Sustainable Energy Utility Contract*](#) (OIG Project No. 18-I-05KG0), issued on September 25, 2018.
- Office of Campaign Finance: [*Evaluation of the Reports Analysis and Audit Division*](#) (OIG Project No. 18-I-04CJ), issued on September 26, 2018.

FY 2019:

- Office of the City Administrator and the Department of General Services: [*Evaluation of the Buzzard Point and St. Elizabeths Solicitations*](#) (OIG Project No. 19-101AM0), issued on October 24, 2018.
- Department of Consumer and Regulatory Affairs: [*Civil Infractions Program Lacked a Strong Internal Control Environment*](#) (OIG Project No. 19-I-02CR), issued on May 1, 2019.

- District of Columbia Public Schools: [Internal Controls Need Improvement to Assure Compliance with Grading, Attendance, and Community Service Requirements](#) (OIG Project No. 19-104GA), issued on June 4, 2019.
- Office of Contracting and Procurement: [District-Wide Participation in the Surplus Property Program Could Be Improved](#) (OIG Project No. 19-I-03PO), issued on July 22, 2019.
- District of Columbia Public Schools: [Follow-Up of the D.C. Public Schools Emergency Response Planning and Readiness](#) (OIG Project No. 16-1-0076GA), issued on September 19, 2019.
- District of Columbia Public Schools: [Inspection of the Administration and Oversight of Student Activity Funds](#) (OIG Project No. 19-I-05GA), issued on September 30, 2019.
- Office of the State Superintendent, District of Columbia Public Schools: [Evaluation of Enrollment, and Tuition Agreement Procedures at Duke Ellington High School of the Arts for the School Year 2018-2019](#) (OIG Project No. 19-I-06GD), issued on September 30, 2019.

FY 2020:

- Office of the Chief Financial Officer: [Closeout Letter of the Evaluation of the OCFO Central Collections Unit](#), issued on March 17, 2020.
- Department of Employment Services: [Closeout Letter on the Evaluation of the District's Paid Family Leave Benefits Administration System](#), issued on June 26, 2020.
- District of Columbia Retirement Board: [Evaluation of the District of Columbia Retirement Board's Procurement Processes and Selected Contracts](#) (OIG Project No. 20-I-02DY), issued on June 10, 2020.
- Department of Human Services: [Inadequate Internal Controls Within the Economic Security Administration May Have Contributed to the Loss of \\$1.8 Million](#) (OIG Project No. 20-I-07JA), issued on August 8, 2020.

This recommendation follow-up assessment will be conducted under project code OIG Project 21-I-003, and titled Recommendation Follow-up of OIG Inspection and Evaluation Recommendations Issued in Fiscal Years 2018, 2019, and 2020. Please reference this project code in correspondence involving this evaluation. This evaluation will be conducted using quality standards promulgated by the Council of the Inspectors General on Integrity and Efficiency (CIGIE). A list of follow-up projects by agency is included as Attachment A.

Mr. Ron Henson, Deputy Assistant Inspector General for Inspections and Evaluations, will contact the Agencies' Directors to inform them of our recommendation follow-up action plan. From there, we will send out a questionnaire identifying all of the prior assessment recommendations and request their immediate responses as to the status of each recommendation listed in the report. We will report on the status of recommendation implementation in a comprehensive report.

Interim City Administrator Donahue
OIG Engagement Letter: Follow-Up on Inspection and
Evaluation Recommendations Issued in
Fiscal Years 2018, 2019, and 2020
January 25, 2021
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Should you have any questions in the interim, please contact me or Mr. Edward Farley, Assistant Inspector General for Inspections and Evaluations, at (202) 727-2540 or edward.farley@dc.gov.

Sincerely,



Daniel W. Lucas
Inspector General

DWL/rch

cc: See Distribution List

DISTRIBUTION (via email):

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Ms. Lucinda Babers, Deputy Mayor for Operations and Infrastructure, District of Columbia (via
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Mr. Keith A. Anderson, Director, Department of General Services (via email)

Mr. Ernest Chrappah, Director, Department of Consumer and Regulatory Affairs (via email)

Dr. Unique N. Morris-Hughes, Director, Department of Employment Services (via email)

Mr. Tommy Wells, Director, Department of Energy and Environment (via email)

Ms. Laura Zeilinger, Director, Department of Human Services (via email)

Dr. Lewis Ferebee, Chancellor, D.C. Public Schools (via email)

Ms. Shana Young, Interim State Superintendent of Education (via email)

Ms. Sheila Morgan-Johnson, Executive Director, D.C. Retirement Board (via email)

Ms. Cecily E. Collier-Montgomery, Director, Office of Campaign Finance (via email)

Mr. George Schutter, Chief Procurement Officer, Office of Contracting and Procurement
(via email)

Ms. Sandi Logan, Principal, Duke Ellington School of the Arts (via email)

The Honorable Kathy Patterson, D.C. Auditor, Office of the D.C. Auditor, Attention: Cathy
Patten (via email)

Mr. Jed Ross, Director and Chief Risk Officer, Office of Risk Management (via email)

Attachment A – List Projects by Agency

Agency	Report Title	Issue Date	Recommendations Made	Recommendations Agreed-to by Agency
Office of the City Administrator (OCA) and Department of General Services (DGS)	<u>Evaluation of the Buzzard Point and St. Elizabeths Solicitations</u> (OIG Project No. 19-101AM0)	October 24, 2018	7	6
Deputy Mayor for Planning and Economic Development (DMPED)	<u>Evaluation of the Dix Street Revitalization Grant</u> (OIG Project No. 18-I-03EBO)	August 17, 2018	12	7
Department of Consumer and Regulatory Affairs (DCRA)	<u>Civil Infractions Program Lacked a Strong Internal Control Environment</u> (OIG Project No. 19-I-02CR)	May 1, 2019	9	7
Department of Employment Services (DOES)	<u>Closeout Letter on the Evaluation of the District’s Paid Family Leave Benefits Administration System</u>	June 26, 2020	4	N/A ¹
Department of Energy and Environment (DOEE)	<u>Evaluation of the D.C. Sustainable Energy Utility Contract</u> (OIG Project No. 18-I-05KG0)	September 25, 2018	9	8

¹ In this report, the OIG identified several “opportunities for improvement” for DOES to consider.

Agency	Report Title	Issue Date	Recommendations Made	Recommendations Agreed-to by Agency
Department of Human Services (DHS)	<u>Evaluation of Two Contracts for Hotel Accommodations for Homeless Families</u> (OIG Project No. 18-I-01JA)	December 4, 2017	4	4
	<u>Inadequate Internal Controls Within the Economic Security Administration May Have Contributed to the Loss of \$1.8 Million</u> (OIG Project No. 20-I-07JA)	August 8, 2020	23	17
District of Columbia Public Schools (DCPS)	<u>Internal Controls Need Improvement to Assure Compliance with Grading, Attendance, and Community Service Requirements</u> (OIG Project No. 19-104GA)	June 4, 2019	25	25
	<u>Follow-Up of the D.C. Public Schools Emergency Response Planning and Readiness</u>	September 19, 2019	0	0
	<u>Inspection of the Administration and Oversight of Student Activity Funds</u> (OIG Project No. 19-I-05GA)	September 30, 2019	5	5
Office of the State Superintendent of Education (OSSE) and DCPS	<u>Evaluation of Enrollment, and Tuition Agreement Procedures at Duke Ellington High School of the Arts for the School Year 2018-2019</u> (OIG Project No. 19-I-06GD)	September 30, 2019	5	3
District of Columbia Retirement Board (DCRB)	<u>Evaluation of the District of Columbia Retirement Board's Procurement Processes and Selected Contracts</u> (OIG Project No. 20-I-02DY)	June 10, 2020	18	14

Agency	Report Title	Issue Date	Recommendations Made	Recommendations Agreed-to by Agency
Office of Campaign Finance (OCF)	<i>Evaluation of the Reports Analysis and Audit Division</i> (OIG Project No. 18-I-04CJ)	September 26, 2018	5	N/A ²
Office of the Chief Financial Officer (OCFO)	<i>Closeout Letter of the Evaluation of the OCFO Central Collections Unit</i>	March 17, 2020	0	0
Office of Contracting and Procurement (OCP)	<i>Evaluation of Selected D.C. Supply Schedule Temporary Support Services Contracts</i> (OIG Project No. 18-I-02PO)	February 28, 2018	4	0
	<i>District-Wide Participation in the Surplus Property Program Could Be Improved</i> (OIG Project No. 19-I-03PO)	July 22, 2019	10	2

² In this report, the OIG identified several “opportunities for improvement” for OCF to consider.