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The scope of the performance audit was defined by the management of the District. Total School Solutions performed the annual audit and prepared this midyear review of Measure D, J and D funded projects within the Distri

2. Bidding and Procurement Procedures

Findings:

Staff awarded contracts for two construction projects but did not submit staff action to the Board of Education for approval or ratification. This is not in compliance with Education Code 17604 which allows the Board of Education to delegate to the superintendent or his designee the power to contract provided, however, that no contract awarded to contractors pursuant to the delegation

3. Change Order Procedures

Observation:

4. Claim Avoidance Procedures

Observation:

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Committee no longer meets to review change orders for validity and cost. According to staff,
change orders with cost impacts of up to \$50,000 are reviewed and evaluated in-house then
authorized by the Deputy Program Manager for Construction (SGI). Change orders with cost
impacts in excess of \$50,000 are reviewed and evaluated by the District estimators and
schedulers for verification prior to approval by the Engineering Officer. Staff authorized change
orders are then submitted to the Associate Superintendent for Operations for approval and

Request for information:

