

February 15, 2017

The Honorable Phil Mendelson  
Council of the District of Columbia  
1350 Pennsylvania Avenue, N.W.  
Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

Please find enclosed our responses to the preliminary questions contained in your letter, dated January 25, 2017, requesting information in preparation for the Committee of the Whole's March 15, 2017, performance oversight hearing for the Office of the District of Columbia Auditor. Please do not hesitate to contact me at 202-727-3600 should you have any questions or concerns.

Sincerely yours,



Kathleen Patterson  
District of Columbia Auditor

**Office of the District of Columbia Auditor's Response to the Committee of the  
Whole Preliminary Performance Oversight Hearing Questions  
February 15, 2017**

1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.

**Response:** Please see Attachment I.

2. Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of January 31, 2017. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security Numbers.

**Response:** Please see Attachment II.

ODCA is in the process of filling vacancies at this time. In addition, one FTE will be transferred, no later than April 1, 2017, to the Office of Advisory Neighborhood Commissions, pursuant to B21-697, the Advisory Neighborhood Commissions Omnibus Amendment Act of 2016.

3. Please list all employees detailed to or from your agency, if any. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's projected date of return.

**Response:** There are no ODCA employees detailed to or from another agency.

4. (a) For fiscal year 2016, please list each employee whose salary was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay.

**Response:** Fiscal Year 2016

Item #	Name	Position/Title	Salary	Overtime Paid	Bonus Paid
1	Aden, Hussein	Senior Financial Auditor	\$120,473.16	None	None
2	Bellanca, Amy	General Counsel	\$142,054.51	None	None

3	Gebreselassie, Lilai	Supervisory Senior Auditor	\$125,504.47	None	None
4	Harris, Toya	Supervisory Auditor	\$120,470.80	None	None
5	Hopman, Laura	Assistant Deputy Auditor	\$139,050.00	None	None
6	Juffras, Jason	Director, Program Evaluation	\$128,750.00	None	None
7	Lebowitz, Julie Ann	Supervisory Auditor	\$125,845.40	None	None
8	Matsiga, Marshall*	Senior Auditor	\$118,014.52	None	None
9	Patterson, Kathleen	Auditor	\$174,997.00	None	None
10	Perry, Lawrence	Deputy Auditor	\$149,157.24	None	None
11	Pittell, Stacie	Chief of Staff	\$133,900.00	None	None

\*No longer employed by ODCA.

Note: Laura Hopman's actual FY 2016 compensation was \$86,906.25, and Lilai Gebreselassie's actual FY 2016 compensation was \$112,954.02.

5. For fiscal year 2017, please list each employee whose salary is or was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay as of the date of your response.

**Response:** Fiscal Year 2017 (as of 1/31/2017)

	Name	Position/Title	Salary	Overtime Paid	Bonus Paid
1	Aden, Hussein	Senior Financial Auditor	\$124,087.35	None	None
2	Bellanca, Amy	General Counsel	\$146,316.15	None	None
3	Gebreselassie, Lilai	Supervisory Senior Auditor	\$129,269.60	None	None
4	Harris, Toya	Supervisory Auditor	\$124,084.92	None	None
5	Hopman, Laura	Asst. Deputy Auditor	\$143,221.52	None	None
6	Juffras, Jason	Director of Program Evaluation	\$132,612.50	None	None
7	Lebowitz, Julie Ann	Supervisory Auditor	\$125,845.40	None	None
8	Patterson, Kathleen	Auditor	\$180,246.91	None	None
9	Perry, Lawrence	Deputy Auditor	\$153,631.96	None	None
10	Pittell, Stacie	Chief of Staff	\$137,917.00	None	None
11	Pound, Edward	Supervisory Auditor	\$120,000.00	None	None
12	Pringle, Jason	Supervisory IT Specialist	\$112,010.88	None	None

Note: Laura Hopman's actual FY 2017 compensation is \$89,513.44 and Lilai Gebreselassie's actual FY 2017 as of 1/31/17 compensation is \$116,342.64

6. Please list, in descending order, the top 25 overtime earners in your agency for fiscal year 2016. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

**Response:** There were no overtime payments paid to ODCA employees in fiscal year 2016.

7. For fiscal years 2016 and 2017 (to date), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

**Response:** There were no bonuses or special award payments paid to ODCA employees in fiscal years 2016 or 2017 (to date).

8. For fiscal years 2016 and 2017 (to date), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.

**Response:**

**FY 2016**

Employee Name	Separation Date	Number of Weeks	Amount	Reason for Separation
Marshall Matsiga	11/20/15	8	\$18,153.60	Resignation

**FY 2017**

Employee Name	Separation Date	Number of Weeks	Amount	Reason for Separation
Tia Clark	10/11/16	10	\$20,780	Termination

9. For fiscal years 2016 and 2017 (to date), please state the total number of employees receiving worker's compensation payments.

**Response:** No ODCA employee received worker's compensation payments in fiscal years 2016 or 2017 (to date).

10. Please provide the name of each employee who was or is on administrative leave in fiscal years 2016 and 2017 (to date). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of January 31, 2017).

**FY 2016**

Name	Position	Explanation	Dates	Paid/Unpaid	Status
Tia Clark (Began in FY16 and ended in FY17)	Program Analyst	Termination	8/22/16-10/11/16	Paid	No longer employed by the agency
Ingrid Drake	Program Analyst	Auditor's discretion	1. 10/5/15-10/6/15 2. 11/4/15-11/5/15 3. 12/28/15-12/31/15	Paid	Employed by agency.
Priya Jain	Auditor	Resignation	5/9/16-5/20/16	Paid	No longer employed by the agency.

**11. How many grievances have been filed by labor unions against agency management? Please list each of them by year for fiscal years 2014, 2015, 2016, and 2017 (to date). Give a brief description of each grievance, and the outcome as of January 31, 2017.**

**Response:** There were no grievances filed by labor unions against agency management for fiscal years 2014, 2015, 2016 or 2017 (to date).

**12. For fiscal years 2016 and 2017 (to date), please list, in chronological order, all intra-District transfers to or from the agency.**

**Response:** For fiscal years 2016 and 2017 (to date), there were no intra-District transfers to or from the agency.

**13. Please list, in chronological order, every reprogramming of funds into and out of the agency for fiscal years 2016 and 2017 (to date). Include a "bottom line" that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number, the date, the amount, and the rationale.**

**Response:** No reprogramming of funds into or out of the agency took place during fiscal years 2016 or 2017 (to date).

**14. Please list, in chronological order, every reprogramming within your agency during fiscal year 2017 to date. Also, include known, anticipated intraagency reprogrammings. For each, give the date, amount, and rationale.**

**Response:** No reprogramming of funds within ODCA agency took place during fiscal year 2017 (to date).

15. For fiscal years 2016 and 2017 (to date), please identify any special purpose revenue funds maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the program that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) provide specific data for fiscal years 2015, 2016, and 2017 (as of January 31, 2017).

**Response:** ODCA has a special revenue account (District of Columbia Auditor Legal Fund). However, there were no funds maintained, used, or available for use by ODCA during fiscal years 2015, 2016, or 2017 (to date) in this account.

16. Please provide a table showing your agency Council-approved original budget, revised budget (after reprogrammings, etc.), and actual spending, by program, for fiscal years 2015, 2016, and the first quarter of 2017. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2015 and 2016.

**Response:** Fiscal Year 2015 Budget

Program	Original Budget	Revised Budget	Actual Spending	Variances	Variance Description
1000 - AGENCY MANAGEMENT	828,031	811,087	727,953	\$83,134	Mainly due to salary lapse
2000 - AUDIT, FIN. OVERSIGHT & INVESTIGATIONS	3,412,953	3,862,293	3,732,314	129,979	
<b>Agency Total</b>	<b>4,240,984</b>	<b>4,673,380</b>	<b>4,460,267</b>	<b>213,112</b>	

**Response:** Fiscal Year 2016 Budget

Program	Original Budget	Revised Budget	Actual Spending	Variances	Variance Description
1000 - AGENCY MANAGEMENT	799,998	799,998	764,893	35,106	Mainly due to salary lapse
2000 - AUDIT, FIN. OVERSIGHT & INVESTIGATIONS	3,863,343	3,909,309	3,783,662	125,647	
<b>Agency Total</b>	<b>4,663,341</b>	<b>4,709,307</b>	<b>4,548,554</b>	<b>160,753</b>	

**Response:** First Quarter Fiscal Year 2017 Budget

Program	Original Budget	Revised Budget	Actual Spending
1000 - AGENCY MANAGEMENT	790,952	790,952	207,834
2000 - AUDIT, FIN. OVERSIGHT & INVESTIGATIONS	4,411,033	4,411,033	890,603
<b>Agency Total</b>	<b>5,201,985</b>	<b>5,201,985</b>	<b>1,098,438</b>

As of 1<sup>st</sup> quarter

17. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2016 and 2017 (to date). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

**Response:** ODCA entered into an agreement to detail one of our employees to DSLBD. This employee previously worked at DSLBD and the detail allowed her to assist the agency in improving processes to comply with various requirements. The detail began on July 5, 2016, and terminated on December 25, 2016.

18. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancements requests, including the "Form B" for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2016 and 2017.

**Response:** N/A

19. Please list each grant or sub-grant received by your agency in fiscal years 2016 and 2017 (to date). Include multi-year grants. List the date, amount, purpose of the grant or sub-grant received, and explain how the grant is allocated if it is a multi-year grant.

**Response:** There were no grants or sub-grants received by ODCA during fiscal years 2016 or 2017 (to date).

20. Please describe every grant your agency is, or is considering, applying for this fiscal year.

**Response:** ODCA is not considering any grants for fiscal year 2017.

**21. Please list all currently open capital projects for your agency as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.**

**Response:** As of the date of this response, ODCA does not have any open capital projects.

**22. Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city's liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.**

**Response:** ODCA currently has two matters pending: one with the Office of Employee Appeals and one with the Office of Human Rights. Both matters stem from the termination of an employee.

**23. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2016 or 2017 (to date).**

**Response:** Government Auditing Standards require that ODCA undergo an external peer review at least once every three years. During our last review, completed on June 10, 2016, the peer review team of the Association of Local Government Auditors awarded the highest peer review rating to ODCA, reporting that our internal quality control system was suitably designed and operating effectively to provide reasonable assurance of compliance with Government Auditing Standards during the period of October 1, 2012, to September 30, 2015. The peer review team highlighted several areas in which they found that our office excelled, specifically our: (1) internal quality assurance process and report, (2) procedure for assessing audit evidence used to support findings and conclusions, and (3) periodic internal debriefs during the course of an audit.

Additionally, ODCA engaged a consultant to review ODCA's information technology environment, including a review of staffing and technology, including hardware and software. This review is assisting ODCA management in making decisions regarding IT investments.

**(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.**

**Response:** There are no ongoing investigations, audits, or reports pertaining to ODCA or any ODCA employee (to date).



24. Please list, in chronological order, all employee grievances filed against your agency in fiscal years 2016 and 2017 (to date). Include on the chronological list any earlier grievance that is still pending in any judicial forum. For each, give a brief description of the matter as well as the current status. If the entirety of your answer was covered by question no. 10, indicate that here and do not repeat the answer.

**Response:** There are no grievances filed against ODCA in fiscal years 2016 or 2017 (to date). Please see the answer to question # 21 for any complaints against the agency.

25. In table format, please list the following for fiscal years 2016 and 2017 (through January 31, 2017) regarding the agency's use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

**Response:** Fiscal Year 2016 PCard Purchases

Cardholder/Authorized Name & Title	Single Purchase Limit	Total Spending
Cathy Patten Receptionist/Admin. Assistant	5,000	40,191.11

Note: Monthly Cycle Limit is \$20,000

**Response:** Fiscal Year 2017 as of 1/31/2017 PCard Purchases:

Cardholder/Authorized Name & Title	Single Purchase Limit	Total Spending
Cathy Patten Receptionist/Admin. Assistant	5,000	8,602.95

Note: Monthly Cycle Limit is \$20,000

26. Please provide a list of all procurements for goods or services for use by your agency over \$10,000 for fiscal years 2016 and 2017 (to date). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.

**Response:** Fiscal Year 2016 Procurement

Contractor/Vendor	Purpose	Amount Paid
COUNCIL FOR COURT EXCELLENCE	Review of the Implementation of the Office of the Admin. Hearing Establishment Act of 2001 (\$90,000)	\$90,000
DAVID S. BISHOP	ODCA IT Assessment and Case Study of an IT Investment (\$60,000)	\$57,600
DC ACTION FOR CHILDREN TODAY	Review & Analysis of the DC current home visiting program (\$39,030)	\$39,030
JFW INC	Assist ODCA in DCPS School Modernization review(\$20K + \$15K)	\$27,520
RONALD GASKINS	Review of Summer Youth Employment Program (\$110,000)	\$95,289
THE BROMWICH GROUP LLC	Review of MPD use of force (contract extension from FY 2015)	\$20,000
ABC TECHNICAL SOLUTIONS INC	Purchase of laptops &IT accessories	\$20,073
CENTRIC DE LAGE LANDEN FIN. SERVICES	Copier Lease	\$18,375
Centric Business	Quarterly copier overage	\$13,011
GLOBAL KNOWLEDGE TRAINING LLC	IT Security training	\$14,995
NETWORKING FOR FUTURE	Network Equipment & Enterprise support	\$20,657
NETWORKING FOR FUTURE	License and service support	\$19,924

**Response:** Fiscal Year 2017 Procurement

Contractor/Vendor	Purpose	Amount Paid
CHARLES BABCOCK	Journalist in Residence (\$49,000)	\$22,344
COUNCIL FOR COURT EXCELLENCE	Review how effectively DC Department of Behavioral Health interface with DC Criminal Justice System (\$110,000)	\$3,381
DC ACTION FOR CHILDREN TODAY	Review & Analysis of the DC current home visiting program (\$52,040)	\$39,030
RONALD GASKINS	Review of Summer Youth Employment Program (extension \$31,160)	\$30,860
CENTRIC DE LAGE LANDEN FIN. SERVICES	Copier Lease (\$26,040)	\$7,405

**27. (a) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.**

**Response:** There were no cell phones or mobile devices issued to ODCA employees for fiscal years 2016 or 2017 (to date).

**(b) In table format, please provide the following information for fiscal years 2016 and 2017 (to date), regarding your agency's use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual's use; and (3) justification for such use (per person). If the list is more than one page in length, you may provide it as an attachment.**

**Response:** There were no cell phones or mobile devices issued to ODCA employees for fiscal years 2016 or 2017 (to date).

**28. (a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2016 and 2017 (to date), please list any vehicle the agency owns, leases, or has assigned to it. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).**

**Response:** ODCA did not have any government vehicles in fiscal years 2016 or 2017 (to date).

**(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2015, 2016, and 2017 (to date). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the justification for using such vehicle; (4) the name and title/position of the driver involved; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.**

**Response:** There were no vehicle accidents involving an agency vehicle for fiscal years 2015, 2016, or 2017 (to date).

**29. D.C. Law requires the Mayor to pay certain settlements from agency operating budgets if the settlement is less than \$10,000 or results from an incident within the last two years (see D.C. Code § 2-402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.**

**Response:** There were no settlements or judgment charge-backs to ODCA for fiscal years 2016 or 2017 (to date).

**30. (a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law?**

**Response:** ODCA is in compliance with this law. ODCA used no chauffeurs, and had no government vehicles for take-home, or SUVs.

**(b) Please explain all exceptions, if any, and provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to have the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffer or take-home status.**

**Response:** There are no exceptions.

**31. In table format, please provide the following information for fiscal years 2016 and 2017 (to date) regarding your agency's authorization of employee travel: (1) individuals (by name and title/position) authorized to travel outside the region; (2) total expense for each trip (per person, per trip, etc.); and (3) justification for the travel (per person and trip).**

**Response:** Fiscal Year 2016 Employee Travel

Name	Total Expenses	Travel Justification
Amy Bellanca, General Counsel	\$2,176.87	To attend National Conference of State Legislatures
Jason Juffras, Program Analysis Officer	\$1,219.37	To attend FY 2016 National Legislative Program Evaluation Seminar
Lilai Gebreselassie, Senior Supervisory Auditor	\$ 1,793.51	To attend Audit of Construction Activity Seminar

**Response:** There are no employee travel expenditures for FY 2017 to date.

**32. Please provide and itemize, as of January 31, 2017, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.**

**Response:** ODCA has no WAE, term or contract personnel.

**33. What efforts has your agency made in the past year to increase transparency? Explain.**

**Response:** We have initiated a program of blogs and podcasts to amplify the findings in our audits and program reviews, and to make our work more accessible. We have made minor changes to our website to make it more user friendly. In addition the D.C. Auditor has appeared before community organizations on several occasions to discuss the work of the office.

**34. What efforts will your agency be making to increase transparency? Explain.**

**Response:** We anticipate upgrading our website to improve its overall accessibility, and to encouraging additional community speaking engagements for the Auditor.

**35. Please identify any legislative requirements that your agency lacks sufficient resources to properly implement. Explain.**

**Response:** ODCA has sufficient resources to properly implement legislative requirements.

**36. Please identify any statutory or regulatory impediments to your agency's operations.**

**Response:** ODCA has no statutory or regulatory impediments to agency operations.

**37. Did your agency receive any FOIA requests in fiscal year 2016? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment.**

Yes. ODCA received seven FOIA requests in fiscal year 2016. Please see Attachment III.

**38. (a) Please attach copies of the required annual small business enterprise (SBE) expenditure reports for your agency for fiscal years 2015 and 2016.**

**Response:** Please see Attachment IV for FY 2015. FY 2016 please see 37(b).

**(b) D.C. Official Code § 2-218.53(b) requires each District agency to submit supplemental information with their annual SBE expenditure report, including: a description of the activities the agency engaged in to achieve their fiscal year SBE expenditure goal; and a description of any changes the agency intends to make during the next fiscal year to achieve their SBE expenditure goal. Has your agency submitted the required information for fiscal year 2016? Please provide a copy as an attachment.**

**Response:** The D.C. Auditor has not submitted this information. For FY 2016 agency end of the year narrative will be submitted through Quickbase once DLSDB completes its FY 2016 review.

**39. Please provide, as an attachment, a copy of your agency's current annual performance plan as submitted to the Office of the City Administrator.**

**Response:** As a legislative agency, we no longer participate in the performance plan as managed by the Office of the City Administrator. We have nonetheless initiated a robust performance planning process at ODCA and attach our Performance Report for FY 2016. Please see Attachment V.

**40. (a) What are your agency's key performance indicators and what has been your agency's performance (per these KPIs) in fiscal year (or calendar year) 2015, 2016, and 2017 (through the first quarter).**

**Response:** Please see response to (b), below.

**(b) What KPIs have been dropped (or changed) since 2014? List each specifically and explain why it was dropped or changed.**

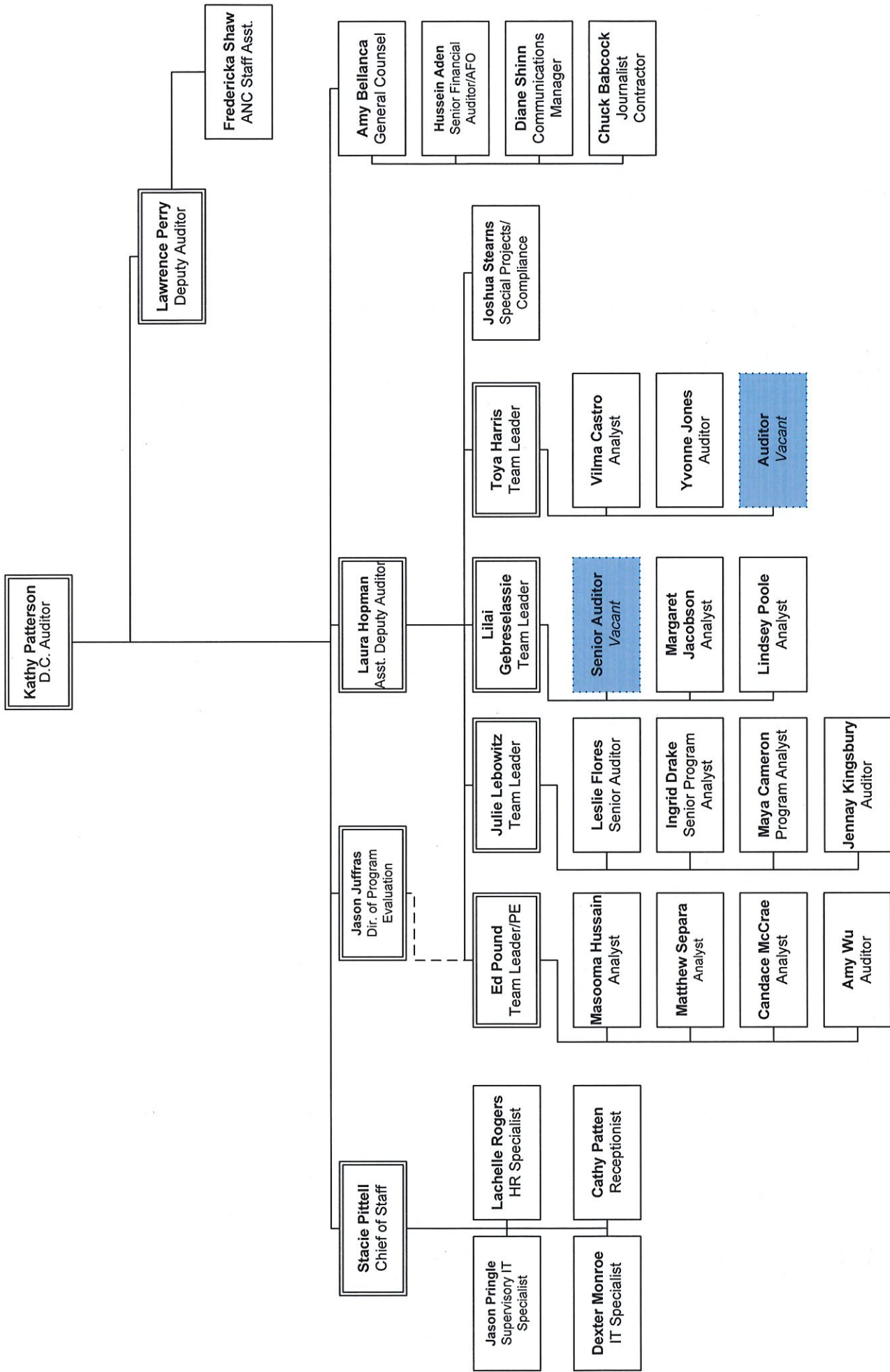
**Response:** Over the past year an ODCA staff workgroup discussed, proposed, and developed a new set of KPIs that we will use going forward. As indicated above, that information is included in our Performance Report at Attachment V.

**41. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in fiscal years 2017 and 2018.**

**Response:** ODCA's top five priorities

1. Assist the Council in responding and adapting to the new federal administration and Congress and any initiatives that may have a significant impact on the District of Columbia and its financial stability. We recently published an analysis of the potential impact on the District from repeal or replacement of the Affordable Care Act and changing Medicaid to a block grant or per-capita grant. We are considering other topics that would be particularly timely and useful based on statements and potential actions of the Congress and White House.
2. Improve the quality, timeliness and value of ODCA reports. This includes staying abreast of Council and Mayor initiatives and priorities so that the work we do helps inform policymakers, and maintaining a robust quality control regime to ensure that our findings and recommendations are well researched, appropriate, and to the maximum extent possible, developed in collaboration with the agency under review.
3. Work with Councilmembers and Council committees to follow up on major recommendations made in ODCA reports published in the last year, including reports on school modernization, the Housing Production Trust Fund, school food services, police use of force, and the Office of Administrative Hearings.
4. Improve collaboration with executive branch agencies and agency receptivity to ODCA work. We are exploring options to help agencies be prepared for ODCA audits including developing internal controls similar to the way in which OMB's Circular provides guidance to federal agencies.
5. Improve productivity within ODCA so that we reduce the time from initiation to publication of our reports. This includes ongoing initiatives to secure training on District government databases so that ODCA staff can access documents directly and without making requests of agency staff.

**ATTACHMENT I**  
**Response to Question # 1**  
**Office of the District of Columbia Auditor**  
**Organizational Chart**





**ATTACHMENT II**  
**Response to Question # 2**  
**Office of the District of Columbia Auditor**  
**Agency Position Listing/ Schedule A**  
**As of January 31, 2017**

**OFFICE OF THE DISTRICT OF COLUMBIA AUDITOR (AC0)**

**AGENCY POSITION LISTING AS OF JANUARY 31, 2017**

#	TITLE	SALARY	FRINGE	POSITION STATUS Filled/Vacant	Full/Part Time
<b>PROGRAM: 2000 AUDIT, FINANCIAL OVERSIGHT, AND INVESTIGATION</b>					
1	D.C. AUDITOR	180,246.91	38,573	F	Full Time
2	DEPUTY AUDITOR	153,631.96	32,877	F	Full Time
3	GENERAL COUNCEL	146,316.15	31,312	F	Full Time
4	CHIEF OF STAFF	137,917.00	29,514	F	Full Time
5	ASSISTANT DEPUTY AUDITOR	89,513.44	19,156	F	Part Time
6	PGM ANALYSIS OFFICER	132,612.50	28,379	F	Full Time
7	SENIOR FINANCIAL AUDITOR	124,087.35	26,555	F	Full Time
8	SUPERVISORY AUDITOR(Perf. Audits)	125,845.40	26,931	F	Full Time
9	SUPERVISORY AUDITOR	124,084.92	26,554	F	Full Time
10	SUPERVISORY AUDITOR	120,000.00	25,680	F	Full Time
11	SUPERVISORY SENIOR AUDITOR	116,342.64	24,897	F	Part Time
12	SUPERVISORY AUDITOR	108,211.80	23,157	F	Full Time
13	COMMUNICATIONS SPECIALIST	108,063.00	23,125	F	Full Time
14	AUDITOR	81,260.00	17,390	F	Full Time
15	AUDITOR	91,438.00	19,568	F	Full Time
16	AUDITOR	83,443.00	17,857	F	Full Time
17	AUDITOR	83,443.00	17,857	F	Full Time
18	AUDITOR	81,260.00	17,390	F	Full Time
19	AUDITOR	70,345.00	15,054	V	Full Time
20	AUDITOR (will transfer to OANC 4/1/2017)	70,345.00	15,054	V	Full Time
21	AUDITOR	50,201.00	10,743	F	Full Time
22	FINANCIAL AUDITOR	60,757.00	13,002	F	Full Time
23	PROGRAM ANALYST	101,927.00	21,812	V	Full Time
24	PROGRAM ANALYST	81,050.00	17,345	F	Full Time
25	PROGRAM ANALYST	68,500.80	14,659	F	Part Time
26	PROGRAM ANALYST	51,709.00	11,066	F	Full Time
27	PROGRAM ANALYST	56,852.00	12,166	F	Full Time
28	EXECUTIVE ASSISTANT	91,438.00	19,568	F	Full Time
29	ANC STAFF ASSI	73,295.00	15,685	F	Full Time
30	RECEPTIONIST/ADMIN. ASSISTANT	60,757.00	13,002	F	Full Time
31	HUMAN RESOURCES SPECIALIST	48,756.00	10,434	F	Part Time
<b>PROGRAM: 1000 AGENCY MANAGEMENT PROGRAM</b>					
32	SUPERVISORY IT SPECIALIST	112,010.88	23,970	F	Full Time
33	IT SPECIALIST	79,077.00	16,922	F	Full Time

**ATTACHMENT III**  
**Response to Question # 36**  
**Office of the District of Columbia Auditor**  
**Fiscal Year 2016 FOIA Report**

Agency Name

Office of the D.C. Auditor

Annual Freedom of Information Act Report for Fiscal Year 2016  
October 1, 2015 through September 30, 2016

FOIA Officer Reporting Amy Bellanca

PROCESSING OF FOIA REQUESTS

1. Number of FOIA requests received during reporting period .....	7
2. Number of FOIA requests pending on October 1, 2015.....	0
3. Number of FOIA requests pending on September 30, 2016.....	1
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2016 .....	3

DISPOSITION OF FOIA REQUESTS

5. Number of requests granted, in whole.....	0
6. Number of requests granted, in part, denied, in part.....	3
7. Number of requests denied, in whole.....	0
8. Number of requests withdrawn.....	1
9. Number of requests referred or forwarded to other public bodies.....	2
10. Other disposition .....	

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

11. Exemption 1 - D.C. Official Code § 2-534(a)(1).....	2
12. Exemption 2 - D.C. Official Code § 2-534(a)(2).....	1
13. Exemption 3 - D.C. Official Code § 2-534(a)(3)	
Subcategory (A).....	
Subcategory (B).....	
Subcategory (C) .....	
Subcategory (D) .....	
Subcategory (E) .....	
Subcategory (F) .....	
14. Exemption 4 - D.C. Official Code § 2-534(a)(4) .....	2
15. Exemption 5 - D.C. Official Code § 2-534(a)(5).....	

- 16. Exemption 6 - D.C. Official Code § 2-534(a)(6)
  - Subcategory (A).....
  - Subcategory (B).....
- 17. Exemption 7 - D.C. Official Code § 2-534(a)(7).....
- 18. Exemption 8 - D.C. Official Code § 2-534(a)(8).....
- 19. Exemption 9 - D.C. Official Code § 2-534(a)(9).....
- 20. Exemption 10 - D.C. Official Code § 2-534(a)(10).....
- 21. Exemption 11 - D.C. Official Code § 2-534(a)(11).....
- 22. Exemption 12 - D.C. Official Code § 2-534(a)(12).....

**TIME-FRAMES FOR PROCESSING FOIA REQUESTS**

- 23. Number of FOIA requests processed within 15 days..... 5
- 24. Number of FOIA requests processed between 16 and 25 days..... 1
- 25. Number of FOIA requests processed in 26 days or more..... 0
- 26. Median number of days to process FOIA Requests..... 11

**RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS**

- 27. Number of staff hours devoted to processing FOIA requests..... 39
- 28. Total dollar amount expended by public body for processing FOIA requests..... \$2380.40

**FEEES FOR PROCESSING FOIA REQUESTS**

- 29. Total amount of fees collected by public body..... 0

**PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA**

- 30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act ..... 0

**QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT**

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, “[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act].”

Since most data from our office is public and on our website, we don't receive many FOIA requests that are actually meant for our office.

**ATTACHMENT IV**  
**Response to Question # 37 (A)**  
**Office of the District of Columbia Auditor**  
**FY 2015 Annual SBE expenditure Report**



### Agency Information

Provides basic information related to the agency being monitored per DC Official Code 2-218.41 by DSLBD. The agency director listed is responsible for assigning an agency representative to be a Set-Aside Compliance Officer no later than deadline provided by DSLBD Director.

<b>Budget Code</b>	<b>Agency</b>	<b>Agency Acronym</b>
AC0	Office of the DC Auditor	ODCA
<b>Agency Head Title</b>	<b>Agency Head (User)</b>	<b>DSLBD C&amp;E Staff Point of Contact</b>
DC Auditor	<a href="#">Patterson, Kathy D. (ES)</a>	Cory Jefferson, Compliance Specialist
	<b>Agency CBE Compliance Officer1 (User)</b>	
	<a href="#">Aden, Hussein (ODCA)</a>	
	<b>Agency CBE Compliance Officer2 (User)</b>	
	<a href="#">Bolden, Michael (QFRM)</a>	
	<b>Agency CBE Compliance Officer3 (User)</b>	
	<b>Agency CBE Compliance Officer4 (User)</b>	
	<b>Agency CBE Compliance Officer5 (User)</b>	

### Summary Performance Information

Summarizes the agency's details for its baseline appropriated budget (gross funds)- provided by information noted in the Annual District Government's Proposed Budget and Financial Plan established by the Office of Financial Officer; exclusions requested; expendable budget; CSBE 50% goal; expenditures reported, and the agency's performance indicators. As of FY 12, DSLBD will provide the baseline appropriated budget and in for each agency. This section is office use only.

Fiscal Year	<input type="checkbox"/> Non-Monitored Budget Entity	Monitoring Notes
2015		
<b>Appropriated Operating Budget</b>	<b>Baseline CSBE Goal</b>	<b>Total Approved Exclusions Amount</b>
\$4,719,346.00	\$2,359,673.00	<a href="#">\$4,674,603.26</a>
		<b>Expendable Budget CSBE Goal Indicator</b>
		
		<b>Expendable Budget Status</b>
		Goal Attained
<b>Appropriated Capital Budget</b>	<b>Approved Expendable Budget (minus exclusions)</b>	<b>Total Expenditures</b>
	\$44,742.74	<a href="#">\$35,836.15</a>
		<b>Good Faith Effort Indicator</b>
		
		<b>Good Faith Effort Status</b>
		N/A
<b>Appropriated Total Monitored Budget (Gross Funds)</b>	<b>Approved CSBE Goal</b>	<b>Total CBE Expenditures</b>
\$4,719,346.00	\$22,371.37	<a href="#">\$35,836.15</a>
		<b>Total CSBE Expenditures</b>
		<a href="#">\$35,836.15</a>

### Submission Status

Tracks all reports submitted by the agency for the fiscal year reporting, per D.C. Official Code 2-218.41, 2-218.53 and Chapter 8 of Title 27 DCMR.

Procurement Plan Status	Submitted	Budget Exclusions Status	Submitted	1st Quarter Report Status	Submitted	2nd Quarter Report Status	Submitted	3rd Quarter Report Status	Submitted	4th Quarter Report Status	
Procurement Plan Indicator		Budget Exclusions Indicator		1st Quarter Report Indicator		2nd Quarter Report Indicator		3rd Quarter Report Indicator		4th Quarter Report Indicator	

### Agency Procurement Plan

Per Chapter 8 of Title 27 DCMR, section 832, each agency shall submit to the Department the agency's procurement plan (APP) as described in section 832.5 for the fiscal year, on a form designated by the Department. Clicking "Add procurement" to submit your agency's plan.

Type of Intended Award	Name of Contract or Procurement agency intends to award	Contract or Procurement that the agency has set-aside for Small Business Enterprises (SBEs)	Brief description of the Contract or Procurement intended to be awarded	Existing or New Contract or Procurement	Anticipated Start Date	Anticipated End Date	Total Amount Related to the Contract or Procurement	Projected 1st Quarter Expenditure	Projected 2nd Quarter Expenditure	Projected 3rd Quarter Expenditure	Projected 4th Quarter Expenditure	Contract/PO number (if available)
Contract	Lease and maintenance of copiers	No	Lease of three (3) copy machines and maintenance service	Existing	10-01-2014	09-30-2015	\$15,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	
Contract	TeamMate & ACL	No	Specialized audit software system license fee	Existing	10-01-2014	09-30-2015	\$10,500.00	\$2,000.00	\$3,500.00	\$2,000.00	\$3,000.00	
Procurement	DataWatch	No	To provide Datawatch entry cards for ODCA employees to enter the building and ODCA office suits	Existing	10-01-2014	09-30-2015	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	
Procurement	Office Supplies	Yes	To provide various office supplies	New	10-01-2014	09-30-2015	\$12,000.00	\$1,000.00	\$3,500.00	\$2,500.00	\$5,000.00	
<b>TOT</b>							<b>\$40,500.00</b>	<b>\$7,500.00</b>	<b>\$11,500.00</b>	<b>\$9,000.00</b>	<b>\$12,500.00</b>	

**Budget Exclusion Requests by Agency**

Agencies can submit a request for exclusion(s) to the appropriated budget here. This assists in deciphering your expendable budget and CSBE goal. DSLBD will either approve or deny the exclusion for submission, provide the final CSBE goal. (D.C. Official Code 2-218.54 and Chapter 8 of Title 27 DCMR, section 830).

Full Report	Grid Edit	Email	More	12 Exclusions		Proposed Exclusion Amount	Exclusion Approved by DSLBD?	Approved Exclusion Amount	Exclusion Approval Date	DSLBD Comment	DSLBD Reviewer	
Funding Source	Comptroller Source Group	Object Class	Provide an Explanation of Exclusion									
Local	0011 REGULAR PAY - CONT FULL TIME	0111 CONTINUING FULL TIME	Salary			\$2,861,438.52	Yes	\$2,861,438.52	09-23-2014		Jefferson, Cory	09-23
Local	0014 FRINGE BENEFITS - CURR PERSONNEL	0147 MISC FRINGE BENEFITS	Fringe Benefits			\$709,636.76	Yes	\$709,636.76	09-23-2014		Jefferson, Cory	09-23
Local	0031 TELEPHONE, TELEGRAPH, TELEGRAM, ETC	0308 TELEPHONE, TELETYPE, TELEGRAM, ETC	Telecom fund Intra-District transfer			\$15,428.98	Yes	\$15,428.98	09-23-2014		Jefferson, Cory	09-23
Local	0032 RENTALS - LAND AND STRUCTURES	0309 RENTALS - LAND AND STRUCTURES	Rent budget I-D transfer			\$517,662.00	Yes	\$517,662.00	09-23-2014		Jefferson, Cory	09-23
Local	0035 OCCUPANCY FIXED COSTS	0310 OCCUPANCY FIXED COSTS	Occupancy Fixed Cost I-D			\$16,944.00	Yes	\$16,944.00	09-24-2014		Jefferson, Cory	09-24
Local	0040 OTHER SERVICES AND CHARGES	0416 POSTAGE	Postage for agency audit report distribution			\$2,500.00	Yes	\$2500.00	09-23-2014		Jefferson, Cory	09-23
Local	0040 OTHER SERVICES AND CHARGES	0410 OFFICE SUPPORT	Office support such as Imprest fund, employee reimbursement, online research, local travel for audit fieldwork and meetings etc			\$7,000.00	Yes	\$7000.00	09-24-2014		Jefferson, Cory	09-24
Local	0040 OTHER SERVICES AND CHARGES	0419 TUITION FOR EMPLOYEE TRAINING	Employees training tuition to complete Government Auditing Standard (GAGAS/Yellow book) required CPEs			\$80,993.00	Yes	\$80,993.00	09-23-2014		Jefferson, Cory	09-23
Local	0040 OTHER SERVICES AND CHARGES	0425 PAYMENT OF MEMBERSHIP DUES	Audit related professional membership fees such as Association of Local Government Auditors, Institute of Internal Auditors etc			\$1,500.00	Yes	\$1500.00	09-23-2014		Jefferson, Cory	09-23
Local	0041 CONTRACTUAL SERVICES - OTHER	0409 CONTRACTUAL SERVICES - OTHER	Specialized/expert contract to conduct and independent evaluation of District of Columbia Public Schools. This is a Council mandated contract for Public Education Reform Act (PERAA) which shall be conducted by National Research Council of the National Academy of Sciences (NRC) (please see attached DC Code Section 38-193 (C)(1) which states the vendor or who should conduct the evaluation)			\$600,000.00	No	\$470,000.00	09-17-2015	Entered by Cory Jefferson (9/17/15), as the system is already locked and agencies cannot enter any more exclusions. Supplemental documents are attached.	Jefferson, Cory	09-17
Local	0070 EQUIPMENT & EQUIPMENT RENTAL	0708 LIBRARY BOOKS	Audit specific related library book			\$1,000.00	Yes	\$1000.00	09-24-2014		Jefferson, Cory	09-24
Local	0070 EQUIPMENT & EQUIPMENT RENTAL	0711 IT SOFTWARE ACQUISITIONS	Specialized audit software license fees such TeamMate, ACL, etc. These are installed software which we have to pay annual license fees.			\$10,500.00	Yes	\$10,500.00	09-24-2014		Jefferson, Cory	09-24
<b>TOT</b>						<b>\$4,804,603.26</b>		<b>\$4,674,603.26</b>				

**Expendable Budget Totals**

This is a summary of what has been data entered by agency Set-Aside Compliance Officers related to their expendable budgets and set aside goal. (Chapter 8 of Title DCMR, section 830).

\$4,719,346.00

District of Columbia Government



Appropriated Total Monitored Budget (Gross Funds)

Total Proposed Exclusions Amount [\\$4,804,603.26](#)

Total Approved Exclusions Amount [\\$4,674,603.26](#)

Proposed Expendable Budget (minus exclusions) -\$85,257.26      Approved Expendable Budget (minus exclusions) \$44,742.74

Proposed CSBE Goal -\$42,628.63      Approved CSBE Goal \$22,371.37

# of Proposed Exclusions [12](#)

# of Approved Exclusions [11](#)

# of Revised or Unapproved Exclusions [1](#)

Quarterly Expenditure Reports

Enter quarterly report expenditures here. To add, click on 'Add Expenditure Report' begin data entering each expenditure using the form or grid edit mode. (D.C. Official Code 2-218.41).

[Add Expenditure Report](#)

Full Report	Grid Edit	Email	More	33 Expenditure Reports												
Grid Edit OK?	Related Budget	Budget Code Grid Edit Check	Vendor Name	Vendor ID (as it appears in the General Ledger)	FEIN	CBE Number	CSBE Status	Purchase Order Award Number	P-Card Purchase (Y/N)	Service Description (Object Title)	Funding Source (Local, Federal, O-Type, etc.)	Fiscal Quarter	Expenditure Date	Expenditure Amount	CBE Expenditure Amount	
Grid Edit OK	<a href="#">518</a>	AC0	AMERICAN BUSINESS SUPPLIES LLC	1383834381103	383834381103	LS4289122015	Yes	PO510326	No	Office Supplies	Local	1st	12-05-2014	\$1,272.56	\$1,272.56	
Grid Edit OK	<a href="#">518</a>	AC0	SENODA INC.	1521617446000	521617446000	LS17288092016	Yes	PO505160		Printing Survey	Local	1st	10-16-2014	\$2,644.00	\$2,644.00	
Grid Edit OK	<a href="#">518</a>	AC0	SENODA INC.	1521617446000	521617446000	LS17288092016	Yes	PO505004		Printing	Local	1st	10-16-2014	\$1,310.00	\$1,310.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	1st	10-30-2014	\$132.00	\$132.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	1st	11-26-2014	\$280.00	\$280.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	1st	12-24-2014	\$180.00	\$180.00	
Grid Edit OK	<a href="#">518</a>	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO511101	No	Name Plates	Local	1st	12-26-2014	\$133.20	\$133.20	
Grid Edit OK	<a href="#">518</a>	AC0	SENODA INC.	1521617446000	521617446000	LS17288092016	Yes	PO514345		Business Cards	Local	2nd	03-23-2015	\$240.00	\$240.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	2nd	01-26-2015	\$60.00	\$60.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO513260	No	Moving/Hauling furniture	Local	2nd	01-30-2015	\$280.00	\$280.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO513260	No	Moving/Hauling furniture	Local	2nd	01-30-2015	\$160.00	\$160.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO514346	No	Moving/Hauling furniture	Local	2nd	02-13-2015	\$625.00	\$625.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	2nd	02-19-2015	\$100.00	\$100.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Services	Local	2nd	03-19-2015	\$180.00	\$180.00	
Grid Edit OK	<a href="#">518</a>	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO516358	No	Moving/Hauling furniture	Local	2nd	03-19-2015	\$480.00	\$480.00	
Grid Edit OK	<a href="#">518</a>	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO516126	No	Name Plates	Local	2nd	03-20-2015	\$44.40	\$44.40	
Grid Edit OK	<a href="#">518</a>	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSRV21578042017	Yes	PO517037	No	Report Covers	Local	3rd	04-21-2015	\$990.00	\$990.00	
	<a href="#">518</a>	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSRV21578042017	Yes	PO517571	No	Name Plates	Local	3rd	05-07-2015	\$44.40	\$44.40	

District of Columbia Government

Grid Edit OK?	Related Budget	Budget Code Grid Edit Check	Vendor Name	Vendor ID (as it appears in the General Ledger)	FEIN	CBE Number	CSBE Status	Purchase Order Award Number	P-Card Purchase (Y/N)	Service Description (Object Title)	Funding Source (Local, Federal, O-Type, etc.)	Fiscal Quarter	Expenditure Date	Expenditure Amount	CBE Expenditure Amount
Grid Edit OK	518	AC0	SENODA INC.	1521617446000	521617446000	LS17288092016	Yes	PO518988	No	Business cards	Local	3rd	05-20-2015	\$340.00	\$340.00
Grid Edit OK	518	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO517572	No	Moving & Hauling Services	Local	3rd	04-20-2015	\$1,250.00	\$1,250.00
Grid Edit OK	518	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO520603	No	Moving & Hauling Services	Local	3rd	06-08-2015	\$600.00	\$600.00
Grid Edit OK	518	AC0	AMERICAN BUSINESS SUPPLIES LLC	1383834381103	383834381103	LS4269122015	Yes	PO515527	No	Purchase and assembly of office cubicles	Local	3rd	05-13-2015	\$850.00	\$850.00
Grid Edit OK	518	AC0	AMERICAN BUSINESS SUPPLIES LLC	1383834381103	383834381103	LS4269122015	Yes	PO515528	No	Purchase of Office Furniture	Local	3rd	05-13-2015	\$1,047.92	\$1,047.92
Grid Edit OK	518	AC0	NETWORKING FOR FUTURE INC	1541819774103	541819774103	LSDZ38559022017	Yes	PO507912-V2	No	IT training S.	Local	3rd	08-08-2015	\$9,408.45	\$9,408.45
Grid Edit OK	518	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier Service	Local	4th	09-30-2015	\$40.00	\$40.00
Grid Edit OK	518	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO522385	No	Furniture moving	Local	4th	07-01-2015	\$455.00	\$455.00
Grid Edit OK	518	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO522610	No	Report Covers	Local	4th	07-29-2015	\$990.00	\$990.00
Grid Edit OK	518	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO520907	No	2 Name Plates	Local	4th	07-28-2015	\$88.80	\$88.80
Grid Edit OK	518	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO522782	No	2 Name Plates	Local	4th	07-29-2015	\$88.80	\$88.80
Grid Edit OK	518	AC0	THOMAS E. HENDERSON	1521271333103	521271333103	LSR14391032015	Yes	PO524236	No	Name Plates	Local	4th	09-03-2015	\$44.40	\$44.40
Grid Edit OK	518	AC0	NETWORKING FOR FUTURE INC	1541819774103	541819774103	LSDZ38559022017	Yes	PO527328	No	IT training S.	Local	4th	09-22-2015	\$4,500.00	\$4,500.00
Grid Edit OK	518	AC0	CAPITAL SERVICES AND SUPPLIES	1521363600103	521363600103	LSZX21748122016	Yes		Yes	Supplies	Local	4th	09-30-2015	\$6,877.22	\$6,877.22
Grid Edit OK	518	AC0	SUPERIOR COURIERS, LLC	1202146302103	202146302103	LSZR15692102016	Yes	PO507589	No	Courier	Local	4th	09-30-2015	\$120.00	\$120.00
<b>TOT</b>														<b>\$35,836.15</b>	<b>\$35,836.15</b>

**Expenditures Summary**

This area summarizes all data entered in section VI for quarterly expenditures.

<b>Total Capital Expenditures</b>	<b>Total Capital CBE Expenditures</b>	<b>Total Capital CSBE Expenditures</b>	<b>Total Capital CSBE Expenditures as a % of Total Capital CSBE Expenditures</b>
<b>Total Local Expenditures</b> <b>\$35,836.15</b>	<b>Total Local CBE Expenditures</b> <b>\$35,836.15</b>	<b>Total Local CSBE Expenditures</b> <b>\$35,836.15</b>	<b>Total Local CSBE Expenditures as a % of Total Local Expenditures</b> 100.00%
<b>Total Federal Expenditures</b>	<b>Total Federal CBE Expenditures</b>	<b>Total Federal CSBE Expenditures</b>	<b>Total Federal CSBE Expenditures as a % of Total Federal Expenditures</b>
<b>Total Special Purpose Revenue (O-Type) Expenditures</b>	<b>Total Special Purpose Revenue (O-Type) CBE Expenditures</b>	<b>Total Special Purpose Revenue (O-Type) CSBE Expenditures</b>	<b>Total Special Purpose Revenue (O-Type) CSBE Expenditures as a % of Total Special Purpose Revenue (O-Type) Expenditures</b>
<b>Total Intra-District Expenditures</b>	<b>Total Intra-District CBE Expenditures</b>	<b>Total Intra-District CSBE Expenditures</b>	<b>Total Intra-District CSBE Expenditures as a % of Total Other Expenditures</b>
<b>Total Expenditures</b> <b>\$35,836.15</b>	<b>Total CBE Expenditures</b> <b>\$35,836.15</b>	<b>Total CSBE Expenditures</b> <b>\$35,836.15</b>	<b>100.00%</b>

Total CBE Expenditures  
as a % of Total  
Expenditures

Total CSBE  
Expenditures as a % of  
Total Expenditures

### Agency End Of Year Narrative

Per D.C. Official Code § 2-216.53, Agency's are required to provide an end of year narrative.

#### End of Year Narrative

Full Report	Grid Edit	Email	More	1 End of Year Narrative		
				Description of Activities Performed to Achieve Goal	Description of Changes the Agency Intends to Make to Achieve Goal Next Year	Shortfall Explanation (if applicable)
				Office of the District of Columbia Auditor (ODCA) gives first priority to approved SBE and CBE vendors when purchasing goods or acquiring services. If the ODCA finds that it can procure the same goods and services from both an approved SBE vendor, and a vendor that has not been approved as a CBE, the ODCA will select the CBE vendor for its needs.	Office of the District of Columbia Auditor (ODCA) will continue to give preferences and priority to the approved SBE and CBE vendors. The agency will utilize DSLBD's CBE data to recruit certified vendors who can provide services and goods that the agency need.	The agency achieved its FY 2015 set aside goal.

#### Approved CSBE Goal

\$22,371.37

#### Total CSBE Expenditures

[\\$35,836.15](#)

#### CSBE Expenditures as a % of CSBE Goal

160.19%

#### Total Expenditures

[\\$35,836.15](#)

#### Expendable Budget CSBE Goal Indicator



#### End of Year Narrative Status

Not Submitted

#### End of Year Narrative Indicator



### Supporting Documents Library

Provide any additional information here regarding exclusions' request(s) as well as receive update notices from DSLBD.

[Add Document](#)

Full Report	Grid Edit	Email	More	5 Documents					
				Attachment	Document Title	Description	File Type	Author	
				<a href="#">ACO's FY 2015 Annual Allocation Letter OEC and Procurement Plan.pdf</a>	FY 2015 AAL - OEC and Procurement Plan	Office of the DC Auditor's FY 2015 AAL - OEC and Procurement Plan hard copy	PDF (.pdf)	<a href="#">Aden, Hussein (ODCA)</a>	09-12
				<a href="#">Hussein Aden - FY15 Budget Exclusion Request.pdf</a>	Hussein Aden Exclusion Request	FY15 Budget Exclusion Request Email	PDF (.pdf)	<a href="#">Jefferson, Cory</a>	09-17
				<a href="#">D.C. Code Section 38-193 (Council mandated) PERAA FUNDING AND CONTRACTOR SELECTED.pdf</a>	DC Code Doc	DC Code Doc	PDF (.pdf)	<a href="#">Jefferson, Cory</a>	09-17
				<a href="#">Budget support Act that authorized FY 2015 \$600,000 PERAA funding.pdf</a>	Budget Support Doc	Budget Support Doc	PDF (.pdf)	<a href="#">Jefferson, Cory</a>	09-17
				<a href="#">SOAR doc. Approved and revised ACO's FY 2015 budget.pdf</a>	SOAR Doc	SOAR Doc	PDF (.pdf)	<a href="#">Jefferson, Cory</a>	09-17

### User Change Requests

Changes in agency user or reporting contact can be requested here. Click on 'Add request' button to update your agency's reporting contact. It is the agency's responsibility to update DSLBD regarding reporting con

[Add Request](#)

Full Report	Grid Edit	Email	More	4 Requests				
				Name	Title	Email	Role	Request Type
				Yolanda Branch	DC Auditor	<a href="mailto:Yolanda.branche@dc.gov">Yolanda.branche@dc.gov</a>	Agency Head	Remove User
				Kathleen Patterson	DC Auditor	<a href="mailto:kathy.patterson@dc.gov">kathy.patterson@dc.gov</a>	Agency Head	Add User
				Yolanda Branche	DC Auditor	<a href="mailto:yolanda.branche@dc.gov">yolanda.branche@dc.gov</a>	Agency Head	Remove User
				Lawrence Perry	Acting DC Auditor	<a href="mailto:lawrence.perry@dc.gov">lawrence.perry@dc.gov</a>	Agency Head	Add User

**ATTACHMENT V**  
**Response to Question # 38 and 39**  
**Office of the District of Columbia Auditor**  
**FY 2016 Performance Report**