

CONTRACT AUDIT SYSTEM

Contract Review Audit

Audit Summary

Agency Name:	DEPARTMENT OF LEGAL AFFAIRS	FLAIR Co
Agency OLO:	410000	Agency C
Auditor's Name:	Liz Marbury	Auditor ID
Vendor Name:	Southwest Florida Crime Stoppers, Incorporated	Vendor ID
Contract Received Date:	10/14/2014	Date Exe
Contract Type:	Grant Disbursement Agreement	Contract .
Begin Date:	07/01/2014	End Date
Review Type:	CR-EAP	Review D
Date Agency Notified:	10/27/2014 10:00:43 AM	Agency R
Audit Status:	Finalized	Assign D:
Review Finalized Date:	10/30/2014 10:37:25 AM	
Last Updated By:	Sean Buchanan (54)	Last Upd:

Audit Findings

1. Scope of Work

1.1 Does the agreement clearly establish the tasks to be performed by the provider?
Yes

1.1.1 Sufficiently identify activities/services - Yes Page # See Comments

1.1.2 Establish a quantity of activities/services - Yes Page # See Comments

1.1.3 Identify qualitative standards - Yes Page # See Comments

1.1.4 Contain documentation requirements - Yes Page # See Comments

Comments:

1.1.1 Please see Attachment D, pages 1-3. 1.1.2 Please see Attachment D, pages 1-3. 1.1.3 Please see Attachment D, pages 1-3.

2. Deliverables

2.1 Does the agreement divide the contract into quantifiable, measurable, and verifiable units before payment is made?
Yes

2.1.1 Related to scope of work - Yes Page # See Comments

2.1.2 Specific required level of service to be performed - Yes Page # See Comments

2.1.3 Criteria for evaluating successful completion of each deliverable - Yes Page # See Con

2.1.4 Identifies the amount of compensation for each major deliverable - Yes Page # See Co

Comments:

2.1.1 Please see Attachment D, pages 1-3. 2.1.2 Please see Attachment D, pages 1-3. 2.1.3 This is a cost reimbursement agreement; the provider will be reimbursed for eligible expenses on a deliverable basis. Please see the approved budget in Attachment D, page 4.

3. Financial Consequences

3.1 Does the agreement specify the financial consequences that the agency must apply if the contract?

Yes Page # See Comments

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Contract ID: 01014 (*Non-FACTS Contract*)
Contract ID: 010-14
ID: 541086
ID: F592136217
Created: 07/01/2014
Amount: \$192,242.00
Date: 06/30/2015
Date: 10/15/2014 4:13:43 PM
Response Date: 10/28/2014 1:41:48 PM
Date: 10/14/2014
Updated Date: 10/30/2014 10:37:21 AM

1.3 Please see Attachment D, pages 1-3. 1.1.4

of deliverables that must be received and accepted

ments
ments

1.3 Please see Attachment D, pages 1-3. 2.1.4
expenditures per the agreement and not on a per

the provider fails to perform in accordance with the

Comments:
Please see Attachment D, pages 1-3.

4. Financial Assistance

4.1 If the agreement is with a recipient or sub-recipient of state or federal financial assistance #4 (05-06)?

Yes Page # See Comments

Comments:
Please see Attachment A, pages 2-3.

5. Legal Compliance

5.1 Does the agreement reference or contain the other provisions of s. 287.058, F.S.?

Yes

5.1.1 That bills for fees or other compensation for services or expenses be submitted in detail s

Yes Page # 1

5.1.2 That bills for any travel expenses be submitted in accordance with s. 112.061. A state ag provided in s. 112.061

Yes Page # 1

5.1.3 Allowing unilateral cancellation by the agency for refusal by the contractor to allow public material made or received by the contractor in conjunction with the contract, unless the re Constitution and s. 119.07(1)

Yes Page # 7

5.1.4 Specifying the criteria and the final date by which such criteria must be met for completio

Yes Page # 3 & 6

5.1.5 Specifying that the contract may be renewed for a period that may not exceed 3 years or longer, specifying the renewal price for the contractual service as set forth in the bid, prop may not be charged, and specifying that renewals are contingent upon satisfactory perfor availability of funds. Exceptional purchase contracts pursuant to s. 287.057(3)(a) and (c)

N/A Page # See Comments

5.1.6 Addressing the property rights of any intellectual property related to the contract and the property if the contractor fails to provide the services or is no longer providing services.

Yes Page # 8-9

Comments:
5.1.5 There is no language in the agreement referencing renewal. However, there is no in

6. Annual Appropriation Contingency Statement

6.1 Does the agreement reference or contain the provisions of s. 287.0582, F.S.?

Yes Page # 4

Comments:

Agency Response:

The agency concurs with the contract review. Thank you

Final Disposition:

Thank you, this review is now finalized.

does it include the provisions required by CFOM

sufficient for a proper preaudit and postaudit thereof.

ency may establish rates lower than the maximum

access to all documents, papers, letters, or other
records are exempt from s. 24(a) of Art. I of the State

n of the contract.

the term of the original contract, whichever is
posal, or reply, specifying that costs for the renewal
rmance evaluations by the agency and subject to the
may not be renewed.

specific rights of the state regarding the intellectual

ndication that this agreement will be renewed.

