U.S. Department of Transportation
Federal Transit Administration

Expanding Technical Capacity for Managing FTA Programs

Moderator: Dudley Whyte
Presentation: Leonard Tennessee

FTA Region IV 2008 Conference
Expanding Technical Capacity for Managing FTA Programs

- Discuss the areas where findings are most likely to occur during triennial reviews.
- Provide guidance that will effectively assist grantees in reducing findings.
- Allow grantees to discuss the issues that are impacting their agencies.
- Allow grantees to highlight its “Best Practices”
Expanding Technical Capacity for Managing FTA Programs

- Programs Trends and Findings
- Distribution of Findings
- Top 5 Areas of Findings
- Resources For Improvement
- Use of Contractor’s Guide
- A-133 Audits
- Issues and Sharing of Grantee Best Practices
Expanding Technical Capacity for Managing FTA Programs

• TOP 5 AREAS WITH FINDINGS
  1) Procurement
  2) Maintenance
  3) Drug and Alcohol
  4) Technical
  5) Satisfactory Continuing Control
# Major Deficiencies Data

<table>
<thead>
<tr>
<th>Major Deficiencies</th>
<th>2006</th>
<th>2007</th>
<th>2006</th>
<th>2007</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nationwide</td>
<td>Region IV</td>
<td>Nationwide</td>
<td>Region IV</td>
</tr>
<tr>
<td>Reviews Conducted</td>
<td>189</td>
<td>40</td>
<td>178</td>
<td>36</td>
</tr>
<tr>
<td>Procurement</td>
<td>163 (86.2%)</td>
<td>33 (82.5%)</td>
<td>130 (73%)</td>
<td>32 (88.9%)</td>
</tr>
<tr>
<td>Maintenance</td>
<td>131 (69.3%)</td>
<td>40 (100%)</td>
<td>128 (71.9%)</td>
<td>32 (88.9%)</td>
</tr>
<tr>
<td>Drug &amp; Alcohol</td>
<td>117 (61.9%)</td>
<td>22 (55%)</td>
<td>124 (69.7%)</td>
<td>32 (88.9%)</td>
</tr>
<tr>
<td>Technical</td>
<td>131 (69.3%)</td>
<td>28 (70%)</td>
<td>112 (62.9%)</td>
<td>19 (52.8%)</td>
</tr>
<tr>
<td>Satisfactory Continuing Control</td>
<td>122 (64.6%)</td>
<td>25 (62.5%)</td>
<td>99 (55.6%)</td>
<td>20 (55.6%)</td>
</tr>
</tbody>
</table>
Expanding Technical Capacity for Managing FTA Programs

• Grant Management Workshops
  ❖ 12 in 2008
  ❖ 14 in 2007
• TYPICAL “PROCUREMENT” FINDINGS
  ❖ Deficiencies in written Procurement Procedures and Policies
  ❖ No FTA Clauses
  ❖ Lacking Cost or Price Analysis
  ❖ Lacking justification for non-competitive procurement
TYPICAL “MAINTENANCE” FINDINGS

- Late Preventative Maintenance Inspections
- Late Facility/equipment maintenance records inspections
- Inadequate Facility/Equipment Maintenance plans
- Inadequate oversight of contracted maintenance activities
Expanding Technical Capacity for Managing FTA Programs

• TYPICAL “DRUG and ALCOHOL” FINDINGS
  ❖ Inadequate Contractor program Monitoring
  ❖ Inadequate vendor monitoring
  ❖ Policy out of date
  ❖ Policy lacking required elements
Expanding Technical Capacity for Managing FTA Programs

• TYPICAL “TECHNICAL” FINDINGS
  - Timeliness of Milestone/Progress Reports
  - Timeliness of Financial Status reports
  - Inadequate monitoring the sub-recipients and third party contractors
  - Progress Reports lack required information
  - Inactive grants/late grant closeouts
• TYPICAL “SATISFACTORY CONTINUING CONTROL” FINDING
  - Inadequate property records
  - Excessive spare ratio
  - Inventory not reconciled to property
  - Incidental use not approved
Expanding Technical Capacity for Managing FTA Programs

• **A-133 Audits**
  
  • Required if non-federal entities expend $500,000 or more in a year
  
  • Audits are performed in accordance with OMB Circular A-133
  
  • If audit results in an FTA finding a copy of the entire report must be submitted to the Regional Office
  
  • If no Findings, grantee should submit a copy of the transmittal sheet.
Expanding Technical Capacity for Managing FTA Programs

- RESOURCES FOR IMPROVEMENT
  - Review previous TR
  - Attend Workshops
  - Use the Workshop Guide
  - Use the FTA Toolkit
  - Use Circulars 5010, 4220, 9030
Expanding Technical Capacity for Managing FTA Programs

- Third Party Procurement

http://www.fta.dot.gov/funding/grants_financing_6036.html
QUESTIONS?