FAST FIVE – INFORMATIONAL SHEET

SECTION Audit and Analysis

MISSION STATEMENT

Mission Statement: The mission of A&A is to; (1) Provide assurance to management that (i) Internal controls exist and are functioning effectively to meet key control objectives and (ii) Amounts billed to ADOT are in accordance with contracts and are compliant with all ADOT rules and policies and applicable Federal laws and regulations and; (2) Perform other audits and consulting engagements deemed critical by management.

KEY RESPONSIBILITIES

1. Audit proposed/incurred costs of engineering & design firms for reasonableness, fairness & compliance with all applicable laws & regulations. 2. Audit ADOT construction costs. 3. Audit various motor vehicle department (MVD) functions. 4. Manage ADOT's Single Audit responsibilities for sub-recipients. 5. Audit ADOT's tax revenue sources.

HOW WE INTERACT WITH PRIMES AND SUBS

Primarily the External Audit Team's preaward reviews and incurred cost audits of design/engineering consultants.

TOP FIVE SUCCESSFUL TIPS

1. Provide requested information in an timely manner
2. Be prepared to support all elements of cost
3. Timely response to follow-up questions
4. Seek clarification if unsure of what is being asked
5. Be familiar with the regulations (FAR, CAS, GAAP) and AASHTO Audit Guide

KEY CONTACT INFORMATION

CONTACT PERSON

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WEBSITE URL

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KEY STAFF (NAME/TITLE)

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