

SUMMARY OF RESULTS OF AGREED-UPON PROCEDURES AUDITS
Orange County Local Transportation Authority
Measure M2 Senior Mobility Program for the Year Ended June 30, 2019

City	Result	City Management Response
Dana Point	The City of Dana Point (Dana Point) contracts with Age Well Senior Services (Age Well) for its Senior Mobility Program (SMP) transportation. Dana Point staff asserted that Age Well was selected through a competitive process in 2013; however, there was no documentation to evidence this. Further, while Age Well indicates that wheelchair accessible vehicles are available, the contract with Age Well does not include the required language related to availability of accessible vehicles. The prior audit of Dana Point for fiscal year (FY) 2018 identified the same conditions.	Dana Point will conduct a competitive procurement of these services and include required language in the next contract. The current contract term is through June 30, 2021.
	One of the four monthly reports tested was not submitted within 30 days of month end, as required.	Dana Point has amended procedures to ensure monthly reports are submitted as required.
Fountain Valley	No exceptions were noted.	
La Habra	The City of La Habra (La Habra) indicated that services from Keolis Transit Services (Keolis) were procured through a piggyback of a City of Costa Mesa (Costa Mesa) procurement in June 2017; however, La Habra had not obtained evidence that the procurement was competitive, as required. In addition, the contract with Keolis does not include required language relating to provision of wheelchair accessible vehicles, as needed. This finding was observed in the audit of La Habra for FY 2018. It should be noted that the agreement with Keolis expires in April 2021, and includes two, one-year options.	Future contract awards will include written documentation to substantiate any discussion or analysis of the procurement and selection process. La Habra uses wheelchair-accessible vehicles and will ensure future contracts include the provision requiring these vehicles be available.
	One of the four monthly reports tested was not submitted within 30 days of month end, as required.	La Habra will set-up review procedures to ensure reports are submitted timely going forward.
San Clemente	No exceptions were noted.	
Tustin	The City of Tustin (Tustin) allows persons 55 years and older to participate in their senior transportation program. The Measure M2 (M2) Ordinance and SMP Guidelines require participants to be aged 60 or older. Tustin did not have an adequate process in place to ensure that costs related to ineligible trips are not funded by the SMP.	Tustin will implement controls to track trips separately for riders under and over the age of 60, to ensure that costs are segregated moving forward. It should be noted that for FY 2019, M2 funds paid for approximately 56 percent of total costs, and only one percent of participants are under the age of 60.
	Two of the four monthly reports tested were not submitted within 30 days of month end, as required.	Tustin has instituted measures to help prevent late submissions going forward.