

Off-Street Parking Operator Audit

City of Minneapolis – Internal Audit Department
February 5, 2018

The City contracted ABM Industries, Inc. to manage and operate City owned parking ramps. Contract management and oversight by City Public Works and overall operations by AMB Industries, Inc. were functioning well, and the audit did not result in any findings or recommendations.



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Internal Audit Department
350 South 5th Street, Suite 310 ½
Minneapolis, MN 55415-1316
(612) 673-5938

Date: February 5, 2018

To: Mayor Jacob Frey, City Council Members, Robin Hutcheson, Lisa Cerney, Jon Wertjes, Tim Drew, Mark Read, Julie Ekensteen and City Coordinator Spencer Cronk

Re: Off Street Parking Operator Audit

Findings Summary

We are pleased to report that the testing conducted for this audit did not result in any findings.

Background

The City of Minneapolis (City) owned metered street parking and off-street parking ramps and operated state-owned ramps. The City contracted operations of these parking facilities to a third party, overseen by the Public Works Department. The contract in place during the audit was with ABM Industries, Inc. (ABM) and went into effect October 1, 2015. The contract in place prior to the current one was also with ABM and went into effect April 1, 2011.

The contract listed a detailed scope of services to be provided by ABM, including operations, maintenance, staffing requirements, janitorial and security services. The contract also detailed record keeping requirements and the procurement and reimbursement process for ABM's expenses. Finally, the contract set up expectations for remitting collected revenues to the City and for how City-owned assets and equipment would be used by ABM.

City Public Works staff received reports produced by ABM and processed reimbursement requests. Public Works also provided contract-required approvals for ABM when it needed to conduct maintenance, enter into specific types of agreements and change parking rates.

Internal Audit selected provisions of the contract with ABM for testing, and also assessed how city staff used information flowing from ABM. The audit testing did not result in any findings.

Acknowledgments

The City of Minneapolis Internal Audit team would like to acknowledge the time, effort and partnership put forth from the Public Works Department and ABM. Their collaboration was very helpful in completing this audit.