



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

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To: Bill Tyler  
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Date: August 2, 2022

Subject: Follow-Up Review – Prince George's County Department of Parks and Recreation Capital Program

The Department of Legislative Services, Office of Legislative Audits (OLA) issued a performance audit report (Report) on Prince George's County Department of Parks and Recreation's (DPR) capital program on January 10, 2018. The audit was authorized under Chapter 448 of the Laws of Maryland, 2015. Said Report included 7 findings, each with supporting audit recommendation(s).

The purpose of this follow-up review was to assess DPR's actions taken to resolve each of the findings. To that end, the OIG issued an initial follow-up review report in November 2020, which noted DPR management provided sufficient information and clarification for us to conclude five of the seven audit findings have been satisfactorily addressed and two remained outstanding.

The status of the remaining two (2) ongoing audit recommendations is summarized below.

Finding #	Finding/Recommendation(s)	Status
1	<p><b>Prince George's County's Department of Parks and Recreation (DPR) lacked formal written policies and procedures for capital project management.</b></p> <p>We recommend that DPR, in consultation with the Prince George's County Planning Board,</p> <ul style="list-style-type: none"> <li>a. develop and implement formal written policies and procedures for capital planning and project management, including roles and responsibilities for those involved with planning construction management, project monitoring, and construction closeout; and</li> <li>b. establish performance expectations and reporting mechanisms to monitor the effectiveness of the capital planning and project management operations.</li> </ul>	Completed
3	<p><b>DPR had not established a comprehensive approach to documenting project activities and costs, including the retention of necessary project and contract documents.</b></p> <p>We recommended that DPR</p> <ul style="list-style-type: none"> <li>a. fully utilize the project management software system to establish timelines and monitor individual project progress and costs, and to electronically retain important project and contract documents;</li> <li>b. develop a system user manual containing management's expectations of how the system and its available capabilities and functionality should be used; and</li> <li>c. use the system's form building capabilities to standardize information gathering for critical functions, such as inspections.</li> </ul>	Completed

Prince George's County Department of Parks and Recreation – Capital Program  
Follow-up to OLA's Performance Audit

For your convenience, we have included a copy of the Office of Legislative Services, Office of Legislative Audits original audit report dated January 2018, as well as the previously issued follow-up report dated November 2020. If we can be of assistance in the future, please do not hesitate to contact our office. Thank you for your assistance in this review.

cc:

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