

## Detailed Follow Up Report - Auditor Determined Status

Rec#	Recommendation	Auditor FollowUp	City Auditor's Status	Closed
2006	Scottsdale's Museum of the West Contract	Issued:	3/3/2020	
1A	<p>The Contract Administrator should request reimbursement from SMoW Inc. for the City's payments for the administration building utilities and discontinue the City's payments for this building's utilities. In addition, review maintenance work orders periodically to determine whether the items are within the City's responsibility. Further, develop written clarification for other items, such as hot water heater repairs and humidity control system components.</p>	<p>Sept 2020: After meeting with Real Estate and Facilities, the Contract Administrator stated there is not currently a way to separate city vs. museum electrical. Further discussions will determine next steps. The Contract Administrator notified the museum and Facilities that either she or Real Estate will review maintenance work orders to determine whose responsibility they are. Also, the Contract Administrator and Real Estate plan to clarify repair responsibilities in the agreement terms this fall. Jan 2021: The Contract Administrator reported that she is following up on the maintenance work orders that continue to take place directly between the Museum and the City's Facilities department. She continues to work on a draft agreement, though this has been delayed by work on other more pressing city contracts. May 2021: The Contract Administrator and Legal have prepared a new draft agreement that includes updated language related to the administration building utilities. SMoW has reviewed the draft. After the City Manager's review, the agreement will go to the City Council. Sept 2021: The new contract (2021-088-COS) includes more specifically defined maintenance and utility responsibilities.</p>	Implemented	<input checked="" type="checkbox"/>
1B	<p>The Contract Administrator should work with SMoW Inc. to ensure that all required reports are complete and submitted to the City on a timely basis.</p>	<p>Sept 2020: The Contract Administrator stated she met with the museum Executive Director and will ensure required reports are submitted to the City timely. Also, Real Estate and the Contract Administrator plan to update the agreement to streamline required reports to avoid duplication. Jan 2021: The Contract Administrator reported that the draft agreement has been delayed by other city contracts, but in late January it will be sent for review by Real Estate and Legal. May 2021: The Contract Administrator and Legal have prepared a draft agreement that includes updated reporting requirements. SMoW has reviewed the draft. After the City Manager's review, the agreement will go to the City Council. Sept 2021: The new contract (2021-088-COS) includes reporting requirements that are better defined and differentiated.</p>	Implemented	<input checked="" type="checkbox"/>