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CITY OF ST. LOUIS

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FILE COPY

October 9, 2014

Christopher Amos, Commissioner
Equipment Services Division
1900 Hampton Avenue
St. Louis, MO 63139

RE: Contract Review (Project # 2014-CN16)

Dear Mr. Amos:

Enclosed is the Internal Audit report on the contract review of Tractor Trailer Supply Company. The review covered the period November 5, 2011 through May 30, 2014. A description of the scope of our work is included in the report. Fieldwork was completed on July 31, 2014.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing.*

If you have any questions, please contact the Internal Audit Section at (314) 657-3490.

Sincerely,

Mohammad H. Adil, CPA, CGMA
Internal Audit Supervisor

Ron Steinkamp, CPA, CIA, CFE, CRMA, CGMA
Internal Audit Advisor

Enclosure

CC: Patrick Dunn, Deputy Commissioner of Equipment Services Division

CITY OF ST. LOUIS

EQUIPMENT SERVICES DIVISION

CONTRACT REVIEW

TRACTOR TRAILER SUPPLY COMPANY

NOVEMBER 5, 2011 THROUGH MAY 30, 2014

PROJECT #2014-CN16

DATE ISSUED: OCTOBER 9, 2014

Prepared by:
The Internal Audit Section

OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

CITY OF ST. LOUIS
EQUIPMENT SERVICES DIVISION
CONTRACT REVIEW
TRACTOR TRAILER SUPPLY COMPANY
NOVEMBER 5, 2011 THROUGH MAY 30, 2014

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CITY OF ST. LOUIS
EQUIPMENT SERVICES DIVISION
CONTRACT REVIEW
TRACTOR TRAILER SUPPLY COMPANY
NOVEMBER 5, 2011 THROUGH MAY 30, 2014

SUMMARY

Background

The contract was awarded to Tractor Trailer Supply Company (the Contractor) on November 5, 2011 for a period of five (5) years. The contract was approved by the Supply Commissioner. The purpose of the contract was to supply medium/heavy duty vehicle and equipment parts to the Equipment Services Division at the prices stated in the bid proposal.

Purpose

The purpose of the review was to determine if the Contractor complied with the terms, conditions and various provisions of the contract.

Scope and Methodology

Inquiries and tests were performed pertaining to the Contractor's compliance with the contract. The scope of the review was from November 5, 2011 through May 30, 2014.

Conclusion

We found no evidence to suggest that the Contractor did not comply with the terms, conditions and various provisions of the contract.

Exit Conference

The Equipment Services Division declined an exit conference.

Status of Prior Observations

This contract has not been previously reviewed by the Internal Audit Section (IAS).

Current Observations

There were no current observations or recommendations for improvement.