

Project Progress

Overall Status: ● On Track

Project Name: Performance Audit of Valley Water Real Estate Unit

Date: December 16, 2019 – January 16, 2020

Status Code Legend

- On Track: Project is on schedule
- At High Risk: Project at high risk of going off track
- At Risk: Project at risk of going off track
- Off Track: Date will be missed if action not taken

Summary narrative –

● On Track:

Key Activities Completed during the Period

- ◆ Met with real estate contractor staff.
- ◆ Reviewed hard copy real estate files and found missing information.
- ◆ Completed analysis on performance metrics.
- ◆ Completed RESU staff interviews.
- ◆ Met with COO/Operations.
- ◆ Requested financial information on leased properties from RESU.
- ◆ Scheduled interview with District Counsel responsible for Real Estate.
- ◆ Scheduled follow up meetings with Real Estate staff.
- ◆ Scheduled meetings with RESU executive management.

Key Activities Planned for January 22, 2020 to February 22, 2020

- ◆ Conduct small group meetings to discuss data.
- ◆ Meet with Facilities Management.
- ◆ Meet with selected project managers.
- ◆ Meet with RESU executive management.
- ◆ Conduct Preliminary Results Meeting.
- ◆ Begin drafting Preliminary Report.

Updated Timeline – Performance Audit of Real Estate Services

Audit Activity

Audit Activity	Estimated Due Date
Complete Data Collection and Analysis	1/30/2020
Follow up Meetings	Next Week
Results Meeting with RESU	2 nd week of February
RESU Technical Review of Preliminary Draft Report	March 5 th , 2020 or before
Draft Report Submittal to Audit Committee	March TBD
Draft Report Response Received from Valley Water Management	April/May 2020
Final Report	Mid May 2020