


Department of Finance
and
Department of Public Works
Response
Case # 22-0059-I

F R O M	NAME & TITLE	Christopher Shorter City Administrator	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Mayor's Office 100 N. Holliday Street, 2 nd Floor		
	SUBJECT	OIG Report of Investigation Case #22-0059-I		

November 1, 2022

Isabel Mercedes Cumming
Office of the Inspector General
City Hall, Room 635
100 North Holliday Street
Baltimore, MD 21202

RE: Coordinated Response to OIG Case #22-0059-I

Dear Inspector Cumming:

In response to the OIG Report of Investigation (ROI) Case 22-0059-I dated October 7, 2022, the Department of Finance (DOF) and the Department of Public Works (DPW) have reviewed the report and provided the following commentary.

The DOF concurs with the findings related to the Bureau of Procurement (BOP) and the Bureau of Accounting and Payroll Services (BAPS). In response, BAPS agrees to update Policies and Procedures to reflect the current Workday financial systems and coordinate with the City Law Department to develop standard operating procedures instructing personnel on managing vendor invoices during pricing disputes.


The Bureau of Procurement is reviewing the process for vendor contact during contract renewals and will also work with the Law Department to review existing contractual language regarding the timeframe for when vendors must submit price escalation requests. The final guidance report will be provided to the agencies as a reminder of the process for price escalations.

The Department of Public Works is committed to working with BOP and BAPS to strengthen the communication processes and to ensure information is both timely and accurate to prevent potential interruptions in vendor services, in particular, those with public health implications.


Recently the DPW Bureau of Water & Wastewater has employed a Chief of Internal Operations, reporting directly to the Bureau Head. This position, in consort with the DPW Office of Fiscal Management, coordinates between the agency and critical vendors to facilitate inter-agency communications. DPW will continue to be a resource to, and escalate its needs with the DOF to ensure a swift resolution to procurement and payment-related challenges as noted in the report.

The Department of Finance and the Department of Public Works thank you for your review and the opportunity to provide comments.


Sincerely,



 Michael Moiseyev, Director
 Department of Finance


 _____ on behalf of
 Jason W. Mitchell, Director
 Department of Public Work

cc: Brandon M. Scott, Mayor

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Christopher J. Shorter, City Administrator, Office of the Mayor
 Simone Johnson, Deputy City Administrator, Office of the Mayor
 Richard J. Luna, Deputy Director, Department of Public Works
 Keasha Brown, Acting Chief, Bureau of Procurement
 Karen Tolley, Chief, Bureau of Accounting and Payroll Services