

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

**AGENDA
AUDIT COMMITTEE MEETING
May 3, 2023
10:00 a.m.**

**Meeting location: Central Florida Expressway Authority
4974 ORL Tower Road
Orlando, FL 32807
Pelican Conference Room**

A. CALL TO ORDER

B. PUBLIC COMMENT

Pursuant to Section 286.0114, Florida Statutes and CFX Rule 1-1.011, the Audit Committee provides for an opportunity for public comment at the beginning of each regular meeting. The Public may address the Committee on any matter of public interest under the Committee's authority and jurisdiction, regardless of whether the matter is on the Committee's agenda but excluding pending procurement issues. Public Comment speakers that are present and have submitted their completed Public Comment form to the Recording Secretary at least 5 minutes prior to the scheduled start of the meeting will be called to speak. Each speaker shall be limited to 3 minutes. Any member of the public may also submit written comments which, if received during regular business hours at least 48 hours in advance of the meeting, will be included as part of the record and distributed to the Committee members in advance of the meeting.

C. APPROVAL OF JANUARY 25, 2023 AUDIT COMMITTEE MEETING MINUTES (action item)

D. AGENDA ITEMS

- 1. STATUS UPDATE: FISCAL 2023 INTERNAL AUDIT PLAN** – *Jeff Tecau, Managing Director, Protiviti (info item)*
- 2. 2023 PRIOR AUDIT RECOMMENDATIONS: SEMI-ANNUAL FOLLOW-UP** – *Jeff Tecau, Managing Director, Protiviti (info item)*
- 3. REVIEW AND ACCEPTANCE OF RANSOMWARE SIMULATION** – *Chris Porter, Associate Director, Protiviti (action item)*
- 4. REVIEW AND ACCEPTANCE OF ACCOUNTING CONTROLS, SYSTEM ACCESS, AND SEGREGATION OF DUTIES** – *Graham Wigle, Manager, Protiviti (action item)*
- 5. REVIEW AND ACCEPTANCE OF SUSTAINABILITY ASSESSMENT** – *Graham Wigle, Manager, Protiviti (action item)*
- 6. REVIEW AND ACCEPTANCE OF FRAUD RISK ASSESSMENT** – *Graham Wigle, Manager, Protiviti (action item)*
- 7. INTERNAL AUDITOR SELECTION** – *Lisa Lumbard, Chief Financial Officer (action item)*

E. OTHER BUSINESS

F. ADJOURNMENT

This meeting is open to the public.

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons who require translation services, which are provided at no cost, should contact CFX at (407) 690-5000 x5316 or by email at Iranetta.Dennis@cfxway.com at least three (3) business days prior to the event.

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodations to participate in this proceeding, then they should contact the Central Florida Expressway Authority at (407) 690-5000 no later than two (2) business days prior to the proceeding.

C.

**APPROVAL OF
JANUARY 25, 2023
AUDIT COMMITTEE
MEETING MINUTES**

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

**MINUTES
CENTRAL FLORIDA EXPRESSWAY AUTHORITY
AUDIT COMMITTEE MEETING
January 25, 2023**

**Location: Central Florida Expressway Authority
4974 ORL Tower Road
Orlando, FL 32807
Pelican Conference Room**

Committee Members Present:

Ray Walls, Orange County Representative, Chairman
Lorie Bailey Brown, Seminole County Representative
Jamie Rowland, Osceola County Representative
Kathy Wall, Brevard County Representative

Committee Member Participating via Teams:

Megan Zee, Citizen Representative

Committee Member Not Present:

Michelle McCrimmon, City of Orlando Representative
Kristy Mullane, Lake County Representative

Staff Also Present:

Laura Kelley, Executive Director
Michelle Maikisch, Executive Director Elect
Lisa Lumbar, Chief Financial Officer
Diego "Woody" Rodriguez, General Counsel
Aracelis Mercado, Recording Secretary/Office Coordinator
Michael Carlisle, Director of Accounting and Finance

Staff Participating via Teams:

Rita Moore, Executive Administrative Coordinator

A. CALL TO ORDER

The meeting was called to order at approximately 10:00 a.m. by Chairman Walls.

B. PUBLIC COMMENT

There was no public comment.

C. APPROVAL OF THE OCTOBER 26, 2022 MINUTES

A motion was made by Ms. Wall and seconded by Ms. Rowland to approve the October 26, 2022 minutes as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

D. AGENDA ITEMS

1. STATUS UPDATE: FISCAL 2023 INTERNAL AUDIT PLAN

Mr. Jeff Tecau of Protiviti presented the Status Update: Fiscal 2023 Internal Audit Plan.

(This item was presented for information only. No committee action was taken.)

2. REVIEW AND ACCEPTANCE OF PROCUREMENT AND CONTRACT BILLING AUDIT

Mr. Graham Wigle of Protiviti presented the Procurement and Contract Billing Audit.

A motion was made by Ms. Rowland and seconded by Ms. Bailey Brown to accept the Procurement and Billing Audit as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

3. REVIEW AND ACCEPTANCE OF MAINTENANCE AUDIT

Mr. Graham Wigle of Protiviti presented the Maintenance Audit.

Committee members asked questions which were answered by Ms. Laura Kelley, Ms. Lisa Lumbard, and Mr. Jeff Tecau.

A motion was made by Ms. Bailey Brown and seconded by Ms. Rowland to accept the Maintenance Audit as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

4. **REVIEW AND ACCEPTANCE OF PAYMENT CARD INDUSTRY (PCI) ASSESSMENT WITH REPORT ON COMPLIANCE**

Mr. David Taylor of Protiviti presented the Payment Card Industry (PCI) Assessment with Report on Compliance.

A motion was made by Ms. Wall and seconded by Ms. Rowland to accept the Payment Card Industry (PCI) Assessment with Report on Compliance as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

5. **REVIEW AND ACCEPTANCE OF DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES (DHSMV) DATA SECURITY ASSESSMENT**

Mr. Chris Porter of Protiviti presented the Department of Highway Safety and Motor Vehicles (DHSMV) Data Security Assessment.

Committee members asked questions which were answered by Mr. Graham Wigle, Ms. Laura Kelley, and Ms. Lisa Lumbard.

A motion was made by Ms. Wall and seconded by Ms. Rowland to accept the Department of Highway Safety and Motor Vehicles (DHSMV) Data Security Assessment as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

6. **REVIEW AND ACCEPTANCE OF DRIVER AND VEHICLE INFORMATION DATABASE (DAVID) DATA SECURITY ASSESSMENT**

Mr. Chris Porter of Protiviti presented the Driver and Vehicle Information Database (David) Data Security Assessment.

Committee members asked questions which were answered by Mr. Chris Porter.

A motion was made by Ms. Bailey Brown and seconded by Ms. Rowland to accept the Driver and Vehicle Information Database (David) Data Security Assessment as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

7. INTERNAL AUDITOR SELECTION

Ms. Lisa Lumbard explained that the contract for the internal auditor is ending and asked the Audit Committee for volunteers to participate in the selection committee for the internal auditor selection.

Ms. Lorie Bailey Brown and Ms. Jamie Rowland volunteered.

(This item was presented for information only. No committee action was taken.)

8. INTERNAL AUDIT BUDGET FOR FISCAL YEAR 2024

Ms. Lisa Lumbard presented the Internal Audit Budget for Fiscal Year 2024.

Committee Members asked questions which were answered by Ms. Laura Kelley, Ms. Lisa Lumbard, Mr. Graham Wigle, and Mr. David Taylor

A motion was made by Ms. Wall and seconded by Ms. Bailey Brown to accept the Internal Audit Budget for Fiscal Year 2024 as presented. The motion carried unanimously with all four (4) members in attendance voting AYE by voice vote. One (1) committee member, Ms. Zee appearing virtually, voting AYE by voice vote. Two (2) members, Ms. McCrimmon and Ms. Mullane were not present.

9. ANNUAL DISCUSSION OF THE COMMITTEE'S RESPONSIBILITIES AS OUTLINED IN THE AUDIT COMMITTEE CHARTER AND RECOMMENDATIONS, AS NEEDED

Mr. Diego "Woody" Rodriguez explained the Audit Committee's responsibilities as defined by the Audit Committee Charter.

(This item was presented for information only. No committee action was taken.)

E. OTHER BUSINESS

Chairman Walls announced the next Audit Committee meeting is scheduled for April 26th, 2023 at 10 a.m.

F. ADJOURNMENT

Chairman Walls adjourned the meeting at approximately 11:06 a.m.

Minutes approved on _____.

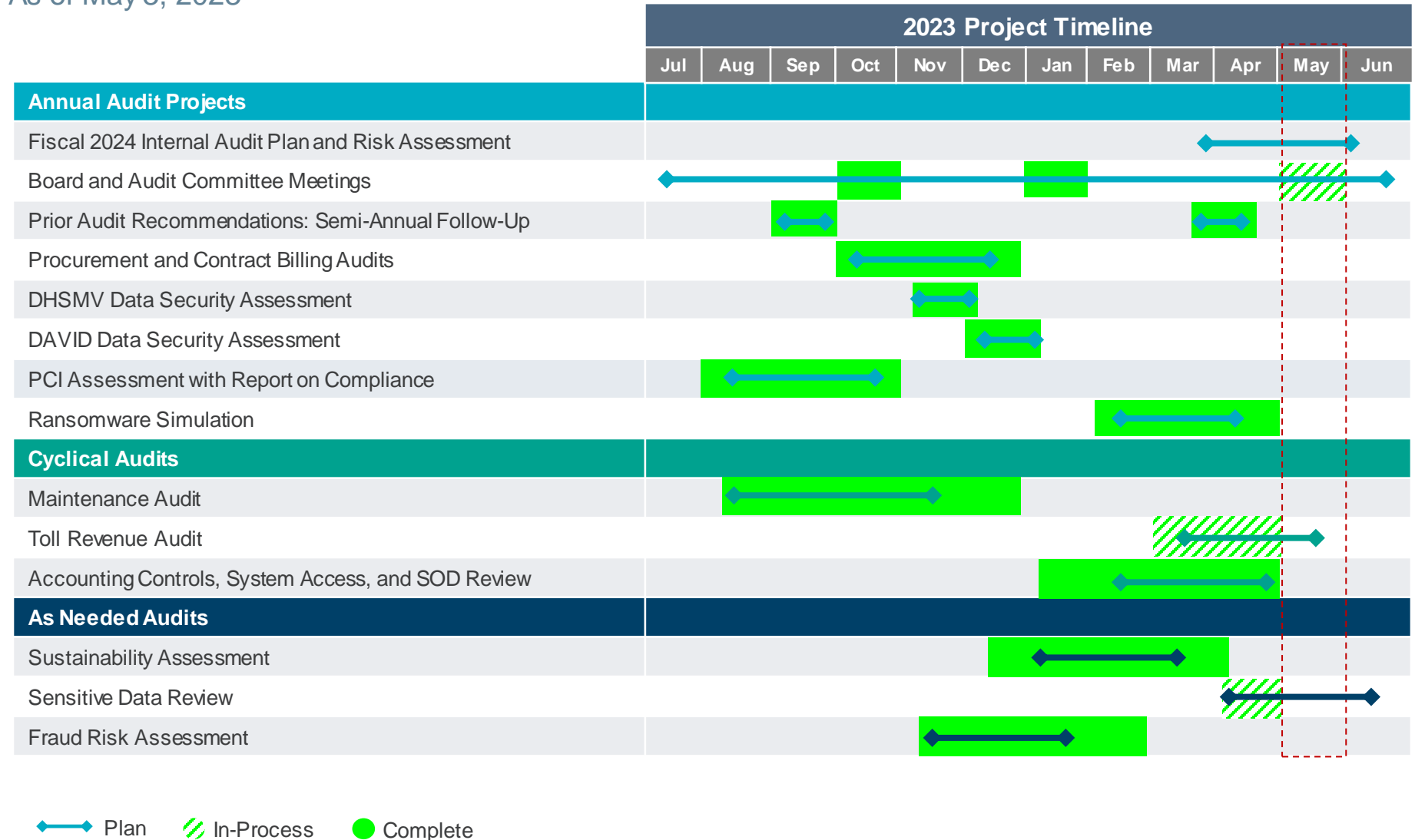
Pursuant to the Florida Public Records Law and CFX Records Management Policy, audio tapes of all Board and applicable Committee meetings are maintained and available upon request to the Records Management Liaison Officer at publicrecords@CFXway.com or 4974 ORL Tower Road, Orlando, FL 32807.

D.1

STATUS UPDATE: FISCAL 2023 INTERNAL AUDIT PLAN

INTERNAL AUDIT STATUS

As of May 3, 2023



 Plan
  In-Process
  Complete

D.2

2023 PRIOR AUDIT RECOMMENDATIONS : SEMI-ANNUAL FOLLOW-UP

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

Prior Audit Recommendations Follow-Up

March 31, 2023

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EXECUTIVE SUMMARY



Overview

As part of the Fiscal Year 2023 Internal Audit plan, Internal Audit performed a review of open audit recommendations from prior audit reports as of March 31, 2023, to verify the implementation status reported by management. Open recommendations from the following audits were evaluated:



- | | |
|---|---|
| 2017 Change Management – Tolling System Replacement Audit | 2020 Retail Transponder Sales Review |
| 2018 IT General Controls Review | 2022 Engineering and Construction Invoicing Review |
| 2019 Accounting Financial Controls Review | 2022 Customer Service Center Performance Assessment |
| 2019 IT Project Management Review | 2022 Right of Way Audit |
| 2020 Secure Code Review | 2023 Maintenance and Safety Compliance Audit |
| 2020 P-Card and Gas Card Audit | |

Internal Audit last reviewed the status of open audit recommendations in September 2022. Results were reported to the Audit Committee in October 2022.



Objectives, Scope, and Approach

This review was completed as of March 31, 2023, and consisted of meetings with management to determine the status of open audit recommendations and testing of management's response and status. In addition, only those recommendations that remained open at the time of the last review have been included in this report. If a recommendation was completed as of March 31, 2023, no further work was performed, and the recommendation was not included for review.

Testing performed included inquiry with the employees responsible for completing the recommendations and/or review of documentation evidence to confirm management's reported status and explanation. In instances where the evidence obtained did not agree with management's status, discussions with management were held and the differences were resolved. There were no instances where management and Internal Audit did not come to an agreement on the status of a prior audit recommendation.

EXECUTIVE SUMMARY



Recommendations Summary

Audit	Open as of September 30, 2022	New Action Plans	Completed as of March 31, 2023	In Progress as of March 31, 2022*	Past Due**
2017 Change Management - Tolling System Replacement Audit	1	0	1	0	0
2018 IT General Controls Review	1	0	0	1	1
2019 Accounting and Financial Controls Audit	1	0	0	1	1
2019 IT Project Management Review	1	0	0	1	1
2020 Secure Code Review	1	0	0	1	1
2020 P-Card and Gas Card Audit	1	0	0	1	1
2020 Retail Transponder Sales Review	1	0	0	1	1
2022 Engineering and Construction Invoicing Review	3	0	1	2	0
2022 Customer Service Center Performance Assessment	1	0	0	1	0
2022 Maintenance and Safety Compliance Audit	0	3	1	2	0
2022 Right of Way Audit	0	10	0	10	10
Total	11	13	3	21	16

***21** recommendations are classified as "In Progress".

****16** recommendations are past the original, agreed-upon due date. **5 of 16** are contingent upon the implementation of a new ERP or CRM system and due dates have been revised to reflect this contingency and to match the estimated timing to the necessary event. **10 of 16** relate to 2022 Right of Way and due dates have been pushed from March 31, 2023 to May 31, 2023 to allow time for Board approval of CFX's updated Right of Way policy. The remaining **1 of 16** relates to the 2020 Secure Code review, has been impacted by the architecture of a system, and has a revised due date of June 30, 2023.

STATUS OF ALL OPEN RECOMMENDATIONS

STATUS OF ALL OPEN RECOMMENDATIONS

2017 Change Management - Tolling System Replacement Audit

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>TSR Vulnerability Scans:</p> <p>Management will remediate the Medium vulnerabilities near the completion of the TSR project.</p>	<p>Jim Greer, Chief of Technology and Operations</p> <p>Leon Okopski, Manager of IT Infrastructure</p>	Complete	<p>Internal Audit met with the Chief of Technology and Operations and the Manager of IT Infrastructure on 3/23/2023 and visually observed within the CFX systems the status of remediation of vulnerabilities related to the Toll System Replacement project. Internal Audit observed that the vulnerabilities highlighted within this recommendation have been remediated.</p>	<p>Original: 6/30/2019</p> <p>Revised: 9/30/2020</p> <p>Revised: 12/31/2020</p> <p>Revised: 12/31/2021</p> <p>Revised: 6/30/2022</p> <p>Revised: 1/31/2023</p>

2018 IT General Controls Review (One In Progress – Contingent on System Implementation) Exempt F.S.282.318

STATUS OF ALL OPEN RECOMMENDATIONS

2019 Accounting and Financial Controls Review

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Vendor Master File Management:</p> <p>CFX will implement a review of new vendors into the Accounting Clerk's review of invoices to ensure the vendor was entered completely and accurately. CFX will further implement a review of vendor changes into the CFO's monthly review procedures.</p>	Lisa Lumbar, CFO	In Progress - Contingent on Implementation of New ERP System	Per discussion with the CFO, the EDEN accounting system recognizes every invoice paid as an update to the vendor within the AP module. As such, it is not possible to review monthly vendor changes as part of the current review process. As of the date of testing, CFX is currently in the beginning stages of implementing a new ERP system which, among other things, will allow management to review actual vendor changes in the AP module. In the meantime, the invoice review process has been updated to include a review of vendor information per EDEN against the invoice received to ensure appropriateness of the payee. The implementation of the new ERP system is expected to be completed by the revised due date of 6/30/2024.	<p>Original: 8/31/2019</p> <p>Revised: 12/31/2022</p> <p>Revised: 6/30/2023</p> <p>Revised: 6/30/2024</p>

STATUS OF ALL OPEN RECOMMENDATIONS

2019 IT Project Management Review

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Resource Planning:</p> <p>Management will formalize resourcing practices with regard to projects at CFX based on requirements and budgets defined in the project intake process (see Observation 2). CFX will integrate these practices within the ERP system planned for 2021.</p>	<p>Jim Greer, Chief Technology and Operations Officer</p>	<p>In Progress - Contingent on Implementation of New ERP System</p>	<p>Per discussion with the Chief of Technology and Operations and CFO, remediation of this finding will involve integration of CFX's timekeeping ERP system within Cherwell. As EDEN is slated to be replaced in 2022 by a new ERP system, remediation of this finding is contingent upon new ERP system implementation; the revised due date reflects this contingency. This recommendation is expected to be completed by the revised due date.</p>	<p>Original: 7/31/2020</p> <p>Revised: 12/31/2022</p> <p>Revised: 6/30/2023</p> <p>Revised: 6/30/2024</p>

2020 Secure Code Review (One In Progress - Past Due) Exempt F.S.282.318

STATUS OF ALL OPEN RECOMMENDATIONS

2020 P-Card and Gas Card Audit

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Digital Approval Workflow:</p> <p>Procurement will work with the IT team to determine the best workflow option for each part of the recommendation (Adobe Sign, SharePoint, or others). Management will develop and implement the digital workflow(s) in accordance with the recommendation.</p>	<p>Aneth Williams, Director of Procurement</p>	<p>In Progress - Contingent on Implementation of New ERP System</p>	<p>Per discussion with the CFO, implementation of a digital approval workflow will involve integration with CFX's new ERP system. As the completion of this action plan is contingent upon implementation of the new ERP system in 2023, the revised due date reflects this contingency. IA inquired with the Director of Procurement on 9/27/2022 that the management action plan is expected to be completed by the revised due date of 6/30/2024.</p>	<p>Original: 12/31/2020</p> <p>Revised: 12/31/2022</p> <p>Revised: 6/30/2023</p> <p>Revised: 6/30/2024</p>

STATUS OF ALL OPEN RECOMMENDATIONS

2020 Retail Transponder Sales Review

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Reporting Capabilities:</p> <p>CFX will organize a working group comprised of stakeholders involved in retail transponder sales, inventory management processes and IT to discuss fulfillment of key reporting needs through current CRM implementation.</p>	<p>Mike Carlisle, Director of Accounting and Finance</p>	<p>In Progress – Contingent on Implementation of CRM System</p>	<p>Per inquiry with Mike Carlisle, Director of Accounting and Finance, on 3/15/2023, completion of management action plan is contingent on implementation of CRM System. Per inquiry with Rafael Millan, Director of Information Technology, CFX is working towards a scheduled production rollout of the CRM system with a go-live date of 8/14/2023. The due date for the management action plan has been revised to 12/31/2023.</p>	<p>Original: 3/31/2021</p> <p>Revised: 12/31/2022</p> <p>Revised: 12/31/2023</p>

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Engineering and Construction Invoicing Review

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Invoice Review and Approval Workflow – Short-term:</p> <p>Adobe Sign is currently used throughout several CFX departments to route invoices for approval. Where practical, the Infrastructure Group will shift over to Adobe Sign for engineering and construction invoices.</p>	<p>Glenn Pressimone, Chief of Infrastructure</p> <p>Jim Greer, Chief of Technology and Operations</p>	Complete	<p>Per discussion with the Chief of Infrastructure as well as the Chief of Technology and Operations, Adobe Sign has been implemented for invoice approvals for all groups other than the Construction Group because of its convenience. Due to the volume of pages associated with Construction invoices, the construction group decided that the Adobe Sign is not a good solution to streamline the construction invoice approval process. Instead, consultant KPMG was brought in to inform CFX of solutions and approaches used by peer organizations pertaining to contract management, and to educate CFX staff on capabilities and limitations of leading software products and industry solutions. With the help of KPMG, a construction invoice approval workflow has been developed along with a construction invoice approval process user guide. Internal Audit obtained and inspected the user guide and obtained a test invoice with the testing workflow log to confirm completion of the action plan.</p>	12/31/2022
<p>Invoice Review and Approval Workflow – Long-term:</p> <p>CFX recognizes that restructuring of contract management and invoicing is tightly linked to our planned replacement of the legacy Eden ERP system. The ERP is the foundation on which more efficient contract management processes and procedures will be created. As a result, CFX has initiated an engagement to ensure the ERP procurement accommodates the requirements of these contract management functions.</p>	<p>Lisa Lumbard, CFO</p>	In Progress	<p>Per discussion with the CFO, completion of this action plan is contingent upon replacement of the legacy Eden ERP system and implementation of its replacement. As the ERP procurement process is currently underway, this recommendation is expected to be completed by the prescribed due date.</p>	6/30/2024

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Engineering and Construction Invoicing Review (Continued)

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Integration Between SharePoint and Eden: – Long-term:</p> <p>CFX recognizes that restructuring of contract management and invoicing is tightly linked to our planned replacement of the legacy Eden ERP system. The ERP is the foundation on which more efficient contract management processes and procedures will be created. As a result, CFX has initiated an engagement to ensure the ERP procurement accommodates the requirements of these contract management functions.</p>	Lisa Lumbar, CFO	In Progress	Per discussion with the CFO, completion of this action plan is contingent upon replacement of the legacy Eden ERP system and implementation of its replacement. As the ERP procurement process is currently underway, this recommendation is expected to be completed by the prescribed due date.	6/30/2024

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Customer Service Center Performance Assessment

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
Interactive Voice Response (IVR) System: Management will engage a vendor to perform a redesign of the IVR and will incorporate elements within the design of the IVR to facilitate effective path reporting.	Dave Wynne, Director of Toll Operations	In Progress	Per discussion with the Director of Toll Operations, management has engaged a consultant and the consultant is currently developing test solutions. Management believes that they are on track to meet the action plan due date.	7/1/2023

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Right of Way Audit

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
Management will develop and prepare, for Board approval, a policy-level document to assign responsibility for Right of Way activities and establish management's responsibility for revising and maintaining a detailed procedural document which will serve as guidance in the performance of daily Right of Way activities.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023
Management will develop and prepare for Board approval a policy-level document establishing the Executive Director's authority to sign agreements within the context of Right of Way activities.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023
Management will perform an evaluation of the appropriateness of the current threshold for requiring public sale of surplus property; any recommendation to change the threshold as a result of this evaluation will be brought to the Board for approval.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Right of Way Audit (Continued)

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
Management will establish and require completion of a liability waiver form for the use of CFX property, including general terms and conditions.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023
Management will include within a Right of Way policy, a provision delegating authority over actions resulting in the final settlement of property acquisition or disposition to the Executive Director and/or delegate according to criteria established in the updated Right of Way procedural manual. Management will concurrently establish within the Right of Way procedural manual, a set of authority thresholds for approving acquisition and disposition settlements which align the procurement levels set forth in the Procurement Policy (i.e., settlements under \$50,000 may be approved by the Executive Director and/or delegates).	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Right of Way Audit (Continued)

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
Management will establish within the Right of Way procedural manual criteria and thresholds under which an appraisal and appraisal review are not required and will define any alternative valuation methods which may be applied in such circumstances	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023
Management will include within a Right of Way policy document a provision delegating authority for the execution of easement agreements to the Executive Director and/or delegates according to criteria established in the updated Right of Way procedural manual. Management will concurrently establish within the Right of Way procedural manual that easements of one year or less or whose value is determined to be below \$50,000 may be approved by the Executive Director and/or delegates.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Right of Way Audit (Continued)

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
Management will revise the Right of Way procedural manual to allow private entities to apply for a utility permit without a public entity co-signer. The procedural manual will be updated to include guidance around the use of the standard utility permit template and will require approval from the Executive Director or designee for changes to the standard utility permit template and non-standard utility permit requests.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023
Management will include within a Right of Way policy document a provision delegating authority for the execution of lease agreements to the Executive Director and/or delegates according to criteria established in the updated Right of Way procedural manual. Management will concurrently establish within the Right of Way procedural manual that leases of one year or less or whose value is determined to be below \$50,000 may be approved by the Executive Director and/or delegates.	Woody Rodriguez, General Counsel; Laura Newlin Kelly, Associate General Counsel	In Progress	Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.	Original: 3/31/2023 Revised: 5/31/2023

STATUS OF ALL OPEN RECOMMENDATIONS

2022 Right of Way Audit (Continued)

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
<p>Management will include within a Right of Way policy document a provision delegating authority for the execution of license agreements to the Executive Director and/or delegates according to criteria established in the updated Right of Way procedural manual.</p> <p>Management will concurrently establish within the Right of Way procedural manual that licenses of one year or less or whose value is determined to be below \$50,000 may be approved by the Executive Director and/or delegates.</p>	<p>Woody Rodriguez, General Counsel;</p> <p>Laura Newlin Kelly, Associate General Counsel</p>	In Progress	<p>Per discussion with the Associate General Counsel on 3/15/2023, the CFX legal department is currently working to address the 10 management action plans listed in the Right of Way (ROW) audit. The legal department has revised the policy for review by the ROW Committee on 3/22/2023 and approval by the Board on 4/13/2023. Once approved by the Board, the legal department will work on finalizing the procedures. The due date has been revised to 5/31/2023 to reflect this timing.</p>	<p>Original: 3/31/2023</p> <p>Revised: 5/31/2023</p>

STATUS OF ALL OPEN RECOMMENDATIONS

2023 Maintenance & Safety Compliance Audit

Management Action Plan	Responsible Party	Status	Summary of Status	Due Date
CFX will develop Wrong Way Driving Detection Program objectives and key performance measures to support achievement of its strategic objectives. Formal documentation and tracking of progress to the extent appropriate for public disclosure will follow the completion of this task.	Bryan Homayouni, Director of Intelligent Transportation Systems	In Progress	Per discussion with the Director of Intelligent Transportation Systems, management believes that this recommendation is on track to be completed by the prescribed due date.	6/30/2023
CFX will follow perform the following: Phase 1: Review monthly reporting and identify potential metrics for inclusion in monthly reporting.	Bryan Homayouni, Director of Intelligent Transportation Systems	Complete	Per discussion with the Director of Intelligent Transportation Systems, on 3/24/2023, management met internally to discuss metrics to be included in the monthly reporting and have communicated proposed changes on the monthly reporting to UCF. Internal Audit obtained and inspected the notes from the internal meeting as well as email communications between CFX and UCF on the proposed changes to confirm completion of the action plan.	3/31/2023
Phase 2: Establish mechanism through UCF or consultant staff for the additional analysis identified	Bryan Homayouni, Director of Intelligent Transportation Systems	In Progress	Per inquiry with the Director of Intelligent Transportation Systems, management believes that this recommendation is on track to be completed by the prescribed due date.	6/30/2023

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D.3

REVIEW AND ACCEPTANCE OF RANSOMWARE SIMULATION

Memo Description and Objective:

This memo provides a summary of the tabletop ransomware simulation facilitated by Internal Audit for the Central Florida Expressway Authority (“CFX”) during March 2023. This simulation was conducted to identify potential improvement opportunities regarding CFX’s response to a ransomware attack on the CFX Enterprise Resource Planning (“ERP”) application.

Background:

Internal Audit created a fictitious simulation in which ransomware was used to attack CFX’s ERP application. No actual ransomware was used during this simulation, rather, Internal Audit facilitated a “tabletop” session where selected CFX participants role-played their response to the fictitious ransomware attack. In order to review specific activities related to the ransomware response, several of CFX’s internal controls that could prevent an actual ransomware attack were considered to be disabled or ineffective (e.g., user awareness training, anti-phishing capabilities within email systems, etc.).

Simulation:

To develop a realistic scenario, Internal Audit reviewed existing CFX documentation and conducted interviews to gain an understanding of ERP application and the internal controls CFX could potentially cite or deploy during the simulation. Internal Audit developed a PowerPoint deck to aid in facilitating the simulation. Within the introduction slides of the PowerPoint deck, several of CFX’s current policies were included and reviewed, including CFX’s approach to classifying an incident, CFX’s Computer Emergency Response Team roles, and the different phases of CFX’s Incident Response plan. The remainder of the PowerPoint document outlined the simulated actions the attacker took during the release of ransomware into the CFX environment.

To begin the simulation, the CFX Human Resources department received angry phone calls from employees regarding missing paychecks and vendors due to lack of payment. CFX followed their documented response procedures. After the session was complete, Internal Audit facilitated a discussion to identify and highlight lessons learned in which CFX conducted a self-review of their simulated response.

Selected team members from CFX’s IT department, Accounting and Finance department, Human Resources department, and Public Relations team participated in the simulation. The simulation was performed on site at CFX on March 29, 2023.

D.4

REVIEW AND ACCEPTANCE OF ACCOUNTING CONTROLS, SYSTEM ACCESS, AND SEGREGATION OF DUTIES



ACCOUNTING CONTROLS, SYSTEM ACCESS, AND SOD REVIEW

March 2023

**CENTRAL
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AUTHORITY**

EXECUTIVE SUMMARY



Overview and Objectives

In accordance with the FY2023 Internal Audit Plan, Internal Audit conducted an assessment of the accounting close and financial reporting processes at the Central Florida Expressway Authority (CFX), including the supporting accounting system Eden, in order to 1) evaluate reporting risks and internal controls related to selected accounting processes, 2) assess the rights and responsibilities of key personnel in selected functional areas for appropriate segregation of duties, and (3) evaluate access to the accounting system Eden for restrictions that support the segregation of duties.



Scope and Approach

- Evaluated the accounting close and financial reporting processes and the related reporting risks and internal controls, including segregation of duties, by performing the following:
 - Documented the current state of the accounting close and financial reporting processes, including key risks and internal controls over financial reporting, through interviews with relevant CFX accounting and finance personnel, with a focus on documenting roles and responsibilities to identify segregation of duties.
 - Reviewed key internal controls for design effectiveness and tested for operating effectiveness.
 - Reviewed roles and responsibilities of accounting personnel for segregation of duties under the categories of recording, custody, authorization, and internal controls. Functional areas reviewed included the following:
 - Financial reporting
 - Revenue, receivables, and cash receipts
 - Purchasing, payables, and disbursements
 - Payroll
- Evaluated access rights within the Eden financial system
 - Obtained a report of individual access rights with the Eden system to review user roles / responsibilities and levels of access around the following:
 - Use of privileged accounts to administer use accounts
 - Modifications to current user access permissions
 - Segregation of duties enforced within the application
 - Removal of access for terminated employees
 - Appropriateness of access according to users' job responsibilities

D.5

REVIEW AND ACCEPTANCE OF SUSTAINABILITY ASSESSMENT



ENVIRONMENTAL SUSTAINABILITY INITIATIVES REVIEW

January 2023

**CENTRAL
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EXECUTIVE SUMMARY



Overview and Objectives

Background

In accordance with the FY 2023 Internal Audit Plan, Internal Audit performed a review of the CFX's current environmental, social, and governance ("ESG") initiatives and related reporting of ESG information, with a focus on environmental sustainability.

Objectives

The objectives of this review were to assess how CFX has integrated practices surrounding environmental sustainability and stewardship efforts to identify potential opportunities to advance or enhance existing reporting and to identify potential opportunities for new initiatives for CFX to consider.



Scope and Approach

In conducting this advisory project, Internal Audit performed the following procedures:

- Discussed, documented, and reviewed the current state of CFX's existing sustainability initiatives and the related reporting on the existing initiatives.
 - Discussed and identified current sustainability initiatives and practices and the related metrics and key performance indicators (KPIs) used to measure and report on impact, performance, and progress;
 - Discussed and identified lessons learned from existing initiatives and reporting and CFX's planned enhancements.
- Evaluated current sustainability reporting and initiatives against selected sustainability frameworks (e.g., Sustainability Accounting Standards Board (SASB) and Task Force for Climate Related Disclosures (TCDF)), relevant Protiviti thought leadership, and other leading examples of corporate sustainability reporting.
 - Evaluated alignment of CFX's sustainability related reporting with relevant metrics from generally accepted sustainability reporting frameworks (e.g., SASB and TCFD)
 - Identified potential opportunities for CFX to consider to expand and enhance sustainability initiatives and related reporting considering relevant Protiviti thought leadership, leading practices, and relevant frameworks.

SUMMARY OF RESULTS



Current State + Planned Enhancements

Internal Audit discussed, documented, and reviewed the comprehensive inventory of sustainability initiatives currently underway at CFX, including CFX's goals and strategy, key performance indicators, and planned enhancements. Internal Audit also assessed the nature and extent of reporting on sustainability initiatives to the public within the annual comprehensive financial report (ACFR) and through other channels. The table below summarizes the sustainability initiatives currently underway at CFX, including the reporting on sustainability information to the public and CFX's planned enhancements around its current initiatives.

#	Topic	Goal	Strategy	Details and Reporting	Planned Enhancements
1	Photovoltaic (PV) Systems	<ul style="list-style-type: none"> Reduce / Offset Electricity Usage Increase Energy Resiliency 	<ul style="list-style-type: none"> Produce electricity through solar panels in toll system Increasing resiliency of system (signs have smaller needs due to size and not having battery pack) 	<p>Three (3) solar installations online:</p> <ul style="list-style-type: none"> Hiawassee Data Center (320 kW) - net metering Hiawassee Toll Plaza (250 kW) - net metering Dynamic Message Sign and floating microgrid on SR 429 (9 kW) - self-sufficient or battery enabled <p>Initiative is summarized in 2022 Annual Report as an example of CFX's commitment to sustainability.</p>	<ul style="list-style-type: none"> One (1) solar installation in progress Six - eight (6-8) solar installations planned over the next five years
2	HQ Building Efficiency	<ul style="list-style-type: none"> Reduce / Offset Electricity Use Include water 	<ul style="list-style-type: none"> Reduce energy usage and increase building efficiency 	<p>Multiple initiatives underway / planned for HQ:</p> <ul style="list-style-type: none"> HVAC usage monitored and down time scheduled for optimal efficiency Bathroom faucets, toilets, and lights equipped with auto-sensors HVAC chiller system replacement being evaluated <p>Initiative is summarized in 2022 Annual Report as an example of CFX's commitment to sustainability.</p>	<ul style="list-style-type: none"> HVAC chiller system to be replaced in 2-5 years for greater efficiency; design in progress
3	Electronic Vehicle Charging Stations	<ul style="list-style-type: none"> Provide EV charging service to public 	<ul style="list-style-type: none"> Provide opportunity for EV charging in multiple locations Provide public service for local community 	<p>Five (5) total charging stations:</p> <ul style="list-style-type: none"> Three (3) stations five (5) plugs at headquarters, two (2) stations four (4) plugs at S. Magnolia Avenue Uses 'Charge Point' – a company that provides equipment and software. CFX utilizes 'Charge Point' as a managing as service to public <p>Initiative is summarized in 2022 Annual Report as an example of CFX's commitment to sustainability.</p>	<ul style="list-style-type: none"> None at this current time

SUMMARY OF RESULTS



Current State + Planned Enhancements

#	Topic	Goal	Strategy	Current Initiative and Reporting Structure	Future Plans
4	Landscape Sustainability	<ul style="list-style-type: none"> Reduce water and pesticide use 	<ul style="list-style-type: none"> Right-of-way and medians landscaped with Florida native plants that do not require irrigation, fertilizer, or pesticide. Select retention ponds stocked with carp to address surface algae without herbicides 	<p>Installed at three (3) locations:</p> <ul style="list-style-type: none"> S.R. 429 S.R. 414 S.R. 408 <p>Land is sodded with Bahia turf grass and plantings include sand cord grass, saw palmettos, fire bushes, plumbagos, dwarf oleanders and confederate jasmine.</p> <p>Initiative is summarized in 2022 Annual Report as an example of CFX's commitment to sustainability.</p>	<ul style="list-style-type: none"> Monitoring and expansion of carp-algae program in retention ponds planned for 2023
5	Roadway Sustainability	<ul style="list-style-type: none"> Save on disposal costs Reduce cost of new materials used inroad resurfacing 	<ul style="list-style-type: none"> Use recycled materials 	<p>Used recycled materials in recent roadway project. Able to reuse materials as asphalt base.</p> <p>Initiative not included in the 2022 Annual Report.</p>	<ul style="list-style-type: none"> None at this current time
6	Roadway Sustainability	<ul style="list-style-type: none"> Pioneer innovative sustainability roadway technology Reduce / Offset Electricity Use 	<ul style="list-style-type: none"> Implement in-lane EV charging at Lake-Orange Expressway. Charging initiative will allow EVs to charge while driving on it. Build CFX's first roadway with 100% of electricity needs offset by solar production exclusive of ASPIRE pilot project Obtain the Institute for Sustainable Infrastructure's Envision Platinum certification Reduce electricity usage throughout broader roadway system 	<p>Partnered with Utah State University's ASPIRE project to lay EV charging cables under Lake-Orange Expressway.</p> <p>Incorporating requirements of the Envision Platinum certification into the design of the new expressway, such solar installations to support the goal of offsetting 100% of power consumption.</p> <p>Initiative is summarized in 2022 Annual Report as an example of CFX's commitment to sustainability.</p> <p>Conversion to LED light bulbs throughout entire roadway system 60% complete.</p>	<ul style="list-style-type: none"> Complete project by 2026

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D.6

REVIEW AND ACCEPTANCE OF FRAUD RISK ASSESSMENT



FRAUD RISK ASSESSMENT

March 2023

**CENTRAL
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EXECUTIVE SUMMARY



Overview and Objectives

In accordance with the FY2023 Internal Audit Plan, Internal Audit performed an enterprise-wide fraud risk assessment for Central Florida Expressway Authority (CFX).

The objectives of this assessment were to identify likely fraud scenario risks at CFX, identify internal controls, management, or other governance-related activities that mitigate these risks, and review for control gaps where fraud scenarios are not directly monitored and managed.



Scope and Approach

To execute this audit, Internal Audit performed the following procedures:

- Performed Fraud Risk Assessment
 - Developed universe of fraud risks through interviews with management and past audits and reviews
 - Prioritized top fraud scenarios using a web-based survey to capture input from key stakeholders
 - Captured stakeholder input on fraud risk factors considered the following:
 - Opportunities, attitudes, rationalization, incentives, and pressures of fraud
 - Likelihood / probability of fraud scenario occurring, based on factors such as:
 - Past issues
 - Prevalence of fraud risk within industry
 - Volume of transactions
 - Number of people involved in the related business process or management of related asset
 - Significance / impact of fraud risk:
 - Financial
 - Operational
 - Reputation
 - Criminal, civil, and regulatory liability
- Identified Control Activities in place to monitor and manage the top fraud risks based on survey results
 - For the top fraud risks, identified and evaluated internal control activities, processes, and governance activities designed to mitigate the top fraud risks

EXECUTIVE SUMMARY



Summary of Results

Internal Audit identified 27 potential fraud risk scenarios specific to CFX through interviews with 15 members of management and by leveraging the results of past audits. Internal Audit surveyed all 15 stakeholders interviewed to prioritize the 27 fraud scenarios. Fourteen of the 15 members of management provided survey responses.

Internal Audit selected the top 14 (~top 50%) fraud risk scenarios for further analysis of internal control activities, processes, and governance activities designed to mitigate the fraud risks. Based on this analysis, Internal Audit identified that each of the top 14 fraud risk scenarios has been addressed by a recent audit, and/or that internal control activities are in place and functioning as management has intended to mitigate the risk.

Top 14 Risk Scenarios

1. Cyberattacks: Phishing and Ransomware
2. Toll violations
3. Fictitious / fraudulent invoices
4. Hit-and-run: Damage to CFX property
5. Theft or misuse of confidential customer information, (e.g., credit card numbers, bank account information, etc.)
6. Unauthorized adjustment E-PASS or customer accounts
7. Theft of cash / fraudulent reporting of cash
8. Bid rigging
9. Price fixing
10. Preferential treatment by employees to potential vendors during bidding or purchasing
11. Payment is made for inadequately supported or fictitious work
12. Misuse and/or theft of company assets.
13. Falsification of hours worked
14. Misleading reports

Additional Risk Scenarios Identified

15. Preferential treatment by employees to existing vendors (mid-project)
16. Unsupported partner billings / payments
17. Fraudulent workers' compensation claim
18. Unauthorized / improper use of corporate credit cards / misuse of company funds
19. Use of fictitious vendors or employees
20. Fraudulent and/or frivolous insurance claims or lawsuits by drivers against CFX for purported damage
21. Counterfeit cash
22. Use of confidential information for personal gain
23. Theft / forgery of payroll or blank checks
24. Intentional omission of required disclosures
25. Manual journal entries
26. Nepotism
27. Unauthorized adjustment of salary / wages


D.7

INTERNAL AUDITOR SELECTION

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

MEMORANDUM

TO: CFX Audit Committee

FROM: Lisa Lumbar 
Chief Financial Officer

DATE: April 27, 2023

SUBJECT: Internal Auditor Selection

Request for Proposals (RFP) from qualified firms to provide Internal Auditor Services was advertised on March 19, 2023. Three (3) responses were received by the April 20, 2023 deadline. Those firms were Plante & Moran, PLLC, Protiviti, Inc. and RSM US LLP.

The Evaluation Committee, after reviewing the technical proposals, met on April 27, 2023. The price proposals were then opened and scored. The combined scores for the technical and price proposals were calculated and the result is shown below:

<u>Ranking</u>	<u>Firm</u>	<u>Total Points</u>
1	Protiviti, Inc.	95.00
2	RSM US LLP	81.85
3	Plante & Moran, PLLC	70.45

Recommendation by the CFX Audit Committee for the CFX Board to award the internal auditor contract to Protiviti, Inc is requested.

RFP-001999 Committee Meeting April 27, 2023 Minutes

Evaluation Committee for **Internal Auditor Services; RFP-001999**, held a duly noticed meeting on Thursday, April 27, 2023, starting at 2:30 p.m. in the Pelican Conference Room at the CFX Administrative Bldg., Orlando, Florida.

Committee Members:

Michael Carlisle, CFX Director of Accounting and Finance
Leon Okopski, CFX Manager of IT Infrastructure
Lorie Bailey Brown, CFX Audit Committee Member
Jamie Rowland, CFX Audit Committee Member

Other Attendees:

Bradley Osterhaus, CFX Sr. Procurement/QC Administrator
Aneth Williams, CFX Director of Procurement
Lisa Lombard, CFX Chief Financial Officer – Technical Advisor

Evaluation Portion:

Mr. Osterhaus began the meeting with introductions of the Committee members and opened the floor for discussions. After discussions, the committee members individually completed their scoring sheets and submitted them for tallying. The scores are as shown:

<u>Proposer</u>	<u>Total Raw Points</u>	<u>Average Points</u>
Protiviti, Inc.	340	85.00
RSM US LLP	302	75.50
Plante & Moran, PLLC	251	62.75

Pricing

Upon completion of the technical proposals scoring, the price proposals were opened and scored in accordance with the RFP requirements.

<u>Proposer</u>	<u>Total Price</u>	<u>Points</u>
Protiviti, Inc.	\$1,070,350.00	10.00
RSM US LLP	\$1,681,625.00	06.36
Plante & Moran, PLLC	\$1,389,375.00	07.70

Total Points and Rankings

<u>Proposer</u>	<u>Tech. Points</u>	<u>Pricing Points</u>	<u>Total Points</u>	<u>Ranking</u>
Protiviti, Inc.	85.00	10.00	95.00	1
RSM US LLP	75.50	06.36	81.86	2
Plante & Moran, PLLC	62.75	07.70	70.45	3

The Committee members agreed that the highest ranked firm would be recommended to the Audit Committee for award. The Evaluation Committee recommends award of the Contract to the top ranked proposer, Protiviti, Inc. If the top ranked firm is unable to execute a contract, the recommendation of award will go to the second ranked proposer.

There being no further business to come before the Committee, the meeting was adjourned at 3:30 p.m. These minutes are considered to be the official minutes of the Evaluation Committee meeting for RFP-001999 held Thursday, April 27, 2023.

Submitted by: 
Bradley Osterhaus, CFX Sr. Procurement/QC Administrator

On behalf of the Evaluation Committee these minutes have been review and approved by:


Michael Carlisle, CFX Director of Accounting & Finance

CENTRAL FLORIDA EXPRESSWAY AUTHORITY
TECHNICAL AND PRICE PROPOSAL SCORING SUMMARY
INTERNAL AUDITOR SERVICES
RFP - CONTRACT NO. 001999

EVALUATOR	Plante & Moran, PLLC		Protiviti, Inc.		RSM US LLP	
	TECHNICAL	PRICE	TECHNICAL	PRICE	TECHNICAL	PRICE
Michael Carlisle	72		85		81	
Leon Okopski	54		90		71	
Lorie Bailey Brown	55		75		65	
Jamie Rowland	70		90		85	
TOTAL	251		340		302	
AVG. TECH. POINTS	62.75		85.00		75.50	

PRICE PROPOSAL SUMMARY		
PROPOSER	PROPOSAL AMOUNT	POINT VALUE
Plante & Moran, PLLC	\$ 1,389,375.00	7.70
Protiviti, Inc.	\$ 1,070,350.00	10.00
RSM US LLP	\$ 1,681,625.00	6.36

POINT TOTALS AND FINAL RANKING				
PROPOSER	TECHNICAL POINTS	PRICE POINTS	TOTAL POINTS	FINAL RANKING
Plante & Moran, PLLC	62.75	7.70	70.45	3
Protiviti, Inc.	85.00	10.00	95.00	1
RSM US LLP	75.50	6.36	81.86	2

Committee Members:



 Michael Carlisle

Thursday, April 27, 2023



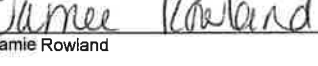
 Leon Okopski

Thursday, April 27, 2023



 Lorie Bailey Brown

Thursday, April 27, 2023



 Jamie Rowland

Thursday, April 27, 2023