



Michigan
Office of the Auditor General
REPORT SUMMARY

Performance Audit

Report Number:
 071-0136-07

Vehicle and Travel Services

Department of Management and Budget

Released:
 February 2009

Vehicle and Travel Services (VTS) provides State agencies, colleges, and universities with vehicles and customer service solutions for their business needs. VTS's services include vehicle ordering, delivery, maintenance, radio installation, motor pools, and remarketing services. The Department of Management and Budget (DMB) is responsible for making and administering the State of Michigan Standardized Travel Regulations (STR).

Audit Objective:

To assess the effectiveness of selected departments' implementation of STR.

Audit Conclusion:

We concluded that the implementation of STR by selected departments was moderately effective. We noted one reportable condition (Finding 1).

Reportable Condition:

Selected departments did not sufficiently monitor travel reimbursement transactions to ensure that reimbursement was made in compliance with STR (Finding 1).

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Audit Objective:

To assess the efficiency of the utilization of the State's motor fleet.

Audit Conclusion:

We concluded that the utilization of the State's motor fleet was moderately efficient. We noted one reportable condition (Finding 2).

Reportable Condition:

VTS should improve its monitoring of the utilization of all of its motor fleet vehicles (Finding 2).

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Audit Objective:

To assess the efficiency of State purchased car wash services.

Audit Conclusion:

We concluded that State purchased car wash services were efficient. However, we noted one reportable condition (Finding 3).

Reportable Condition:

VTS did not sufficiently monitor vendor invoices or, in conjunction with State agencies, ensure that State employees complied with car wash guidelines (Finding 3).

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Audit Objective:

To assess the effectiveness of DMB's efforts to monitor and enforce controls over motor fleet fuel purchases.

Audit Conclusion:

We concluded that DMB's efforts to monitor and enforce controls over motor fleet fuel purchases were effective. Our report does not include any reportable conditions related to this audit objective.

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Agency Response:

Our audit report contains 3 findings and 3 corresponding recommendations. DMB's preliminary response indicated that it agrees with all of the recommendations and will comply with them.

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A copy of the full report can be obtained by calling 517.334.8050 or by visiting our Web site at: <http://audgen.michigan.gov>



Michigan Office of the Auditor General
201 N. Washington Square
Lansing, Michigan 48913

Thomas H. McTavish, C.P.A.
Auditor General

Scott M. Strong, C.P.A., C.I.A.
Deputy Auditor General