



OFFICE OF THE
INSPECTOR GENERAL

**UNITED STATES
NUCLEAR REGULATORY COMMISSION**
WASHINGTON, D.C. 20555-0001

March 30, 2016

MEMORANDUM TO: Victor M. McCree
Executive Director for Operations

FROM: Stephen D. Dingbaum */RA/*
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC
REGION II'S MANAGEMENT OF ITS METROPOLITAN
ATLANTA RAPID TRANSIT AUTHORITY (MARTA)
TRANSIT SUBSIDY PROGRAM (OIG-15-A-21)

REFERENCE: REGION II REGIONAL ADMINISTRATOR MEMORANDUM
DATED FEBRUARY 26, 2016

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendations as discussed in the agency's response dated February 26, 2016. Based on this response, recommendations 1 through 6 are now closed. Recommendations 7 and 8 were closed previously. All recommendations associated with this report are now considered closed.

If you have questions or concerns, please call me at 415-5923, or Eric Rivera, Team Leader, at 415-7032.

Attachment: As stated

cc: C. Haney, RII
R. Lewis, OEDO
H. Rasouli, OEDO
J. Jolicoeur, OEDO
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Audit Report

AUDIT OF NRC REGION II'S MANAGEMENT OF ITS METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY (MARTA) TRANSIT SUBSIDY PROGRAM

OIG-15-A-21

Status of Recommendations

Recommendation 1: Establish guidance for managing the MARTA transit subsidy program, including detailed policies, procedures, and training for both Contracting Officer's Representatives and other staff who work on or utilize the transit benefit subsidy program.

Agency Response

Dated February 26, 2016: The Region II staff developed revised guidance for managing the MARTA transit subsidy program in January 2016. The program guidance includes detailed policies and procedures and training for the Contracting Officer's Representative and other staff who work on or utilize the transit subsidy program. (Agency wide Document Access and Management System (ADAMS) Accession No. ML16053A404).

OIG Analysis: OIG reviewed the "NRC Region II Subsidy Benefits Program Metropolitan Atlanta Rapid Transit Authority (MARTA) Transit Subsidy Guidance" document and determined that the document meets the intent of the recommendation, including detailed policies, procedures, and training for both Contracting Officer's Representatives and other staff who work on or utilize the transit benefit subsidy program. This recommendation is therefore considered closed.

Status: Closed

Audit Report

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OIG-15-A-21

Status of Recommendations

Recommendation 2: Conduct a cost-benefit analysis on the use of alternative contracting mechanisms employed by other Federal agencies, such as the Department of Transportation's Debit-Card program.

Agency Response

Dated February 26, 2016: The Office of Administration and Region II developed a cost benefit analysis in January 2016. The cost benefit analysis reviewed Region II's existing transit subsidy program and the Department of Transportation's TRANSERVE Program. The cost benefit analysis revealed an estimated \$19K cost savings to migrate to the TRANSERVE Program. Region II plans to migrate to DOT's TRANSERVE Program in the August-September 2016 timeframe. (ADAMS Accession No. ML16053A414).

OIG Analysis: OIG reviewed the "Cost Comparison: DOT Debit Card Program vs. MARTA Partnership Program" document and determined that it met the intent of the recommendation of conducting a cost benefit analysis on the use of alternative contracting mechanisms employed by other Federal agencies. This recommendation is therefore considered closed.

Status: Closed.

Audit Report

AUDIT OF NRC REGION II'S MANAGEMENT OF ITS METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY (MARTA) TRANSIT SUBSIDY PROGRAM

OIG-15-A-21

Status of Recommendations

Recommendation 3: Implement supervisory review of the Forms 546, NRC's MARTA Management System "opt-in" data, the MARTA Partner Pages usage data, and MARTA invoices.

Agency Response

Dated February 26, 2016: Region II and the Office of Chief Information Officer (OCIO) revised Form 546 B "Region II Application for the Transit Subsidy Benefit Program" in December 2015 to include a supervisory review. The revised form is located in the agency's NRC Forms Database (ADAMS Accession No. ML16053A423).

OIG Analysis:

OIG reviewed both the blank revised "Region II Form 546B" document and completed sample of the revised "Region II Form 546B" document, and determined that it met the intent of the recommendation by including supervisory review of the form. Additionally, OIG reviewed the previous NRC response from October 29, 2015, directing OIG to review the documents provided under Recommendation 4 to display supervisory review of the NRC's MARTA Management System "opt-in" data, the MARTA Partner Pages usage data, and the MARTA invoices. OIG determined that the revised Form 546B and quarterly reconciliations performed by the Region II Division of Resource Management & Administration (DRMA) Director, per Recommendation 4, met the intent of the recommendation for supervisory review. This recommendation is therefore considered closed.

Status:

Closed.

Audit Report

AUDIT OF NRC REGION II'S MANAGEMENT OF ITS METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY (MARTA) TRANSIT SUBSIDY PROGRAM

OIG-15-A-21

Status of Recommendations

Recommendation 4:

Perform reconciliation of transit data including

- Persons who park at Region II headquarters to persons receiving a transit subsidy benefit.
- Forms 546 to persons receiving a transit subsidy benefit.
- Monthly count of persons "opting-in" in NRC's MARTA Management System to the MARTA usage report from the MARTA Partner Pages for the corresponding month.
- Monthly count of persons "opting-in" in NRC's MARTA Management System to the number of Breeze Cards billed on the corresponding monthly invoice from MARTA.

Agency Response

Dated February 26, 2016: The Contracting Officer's Representative and program manager provided to the DRMA Director a reconciliation report of Region II's transit data beginning October 2015 through December 2015 on February 11, 2016. The reconciliation report included the following: (1) persons who park at Region II during the specific month; (2) persons receiving a transit subsidy benefit, (3) verification a 546 was on file (4) monthly count of persons "opting-in" in NRC's Region II Transit Subsidy Program; (5) monthly count of persons listed on MARTA's Partner Page Usage Report for the corresponding month, and (6) Breeze Cards billed on the corresponding monthly invoice from MARTA. (ADAMS Accession No. ML16053A427).

OIG Analysis:

OIG reviewed the fiscal year 2016 first quarter reconciliation performed by the Region II Division of Resource Management & Administration (DRMA) Director. OIG determined that the documents met the intention of reconciling (1) persons who park at Region II headquarters to persons receiving a transit subsidy benefit, (2) forms 546 to persons receiving a transit subsidy benefit, (3) monthly count of persons "opting-in" in NRC's MARTA Management System to the MARTA usage report from the MARTA

Audit Report

AUDIT OF NRC REGION II'S MANAGEMENT OF ITS METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY (MARTA) TRANSIT SUBSIDY PROGRAM

OIG-15-A-21

Status of Recommendations

Recommendation 4 (cont.):

Partner Pages for the corresponding month, and (4) monthly count of persons "opting-in" in NRC's MARTA Management System to the number of Breeze Cards billed on the corresponding monthly invoice from MARTA. This recommendation is therefore considered closed.

Status: Closed.

Audit Report

AUDIT OF NRC REGION II'S MANAGEMENT OF ITS METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY (MARTA) TRANSIT SUBSIDY PROGRAM

OIG-15-A-21

Status of Recommendations

Recommendation 5: Maintain records such as the contract file (contract, delegation letters, invoices, communication with vendor) per records retention requirements in the Federal Acquisition Regulation, and maintain Forms 546 for as long as the employee receives a transit subsidy benefit.

Agency Response

Dated February 26, 2016: The Region II Contracting Officer's Representative (COR) developed a contract file in the October 2015 timeframe. The contract file includes a copy of the contract, COR and Alternate COR delegation letters, invoices, and communication with the vendor. (ADAMS Accession No. ML16053A428).

OIG Analysis:

OIG reviewed the contract file provided, including the contract itself, corresponding modifications, delegation letters, invoices, and communications with the vendor. OIG determined that it meets the intention of this recommendation. This recommendation is therefore considered closed.

Status:

Closed.

Audit Report

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OIG-15-A-21

Status of Recommendations

Recommendation 6: Periodically audit system access of administrative users in the NRC's MARTA Management System.

Agency Response

Dated February 26, 2016: The Region II Transit Subsidy Program Information System Administrator conducted a self-assessment of the system access of administrative users on January 11, 2016. The self-assessment results indicated the authorized users were the COR, Alternate COR, program administrator and the system administrator. (ADAMS Accession No. ML16053A432).

OIG Analysis: OIG reviewed the provided self-assessment of system access performed by the Region II Transit Subsidy Program Information System Administrator. OIG determined that it meets the intention of this recommendation. This recommendation is therefore considered closed.

Status: Closed.