

**WASTEWATER DEPARTMENT
MAINTENANCE DIVISION
PUMP STATION MAINTENANCE
AUDIT 23-14
AUGUST 16, 2023**



City of Tampa

Jane Castor, Mayor

Internal Audit Department

315 E. Kennedy Boulevard
Tampa, Florida 33602
Office (813) 274-7159

August 16, 2023

Honorable Jane Castor
Mayor, City of Tampa
1 City Hall Plaza
Tampa, Florida

RE: Wastewater - Pump Station Maintenance, Audit 23-14

Dear Mayor Castor:

Attached is the Internal Audit Department's report on Wastewater - Pump Station Maintenance. We thank the management and staff of the Wastewater Department for their cooperation and assistance during this audit.

Sincerely,

/s/ Christine Glover

Christine Glover
Internal Audit Director

cc: John Bennett, Chief of Staff
Jean Duncan, Administrator of Infrastructure and Mobility
Dennis Rogero, Chief Financial Officer
Brad Baird, Deputy Administrator for Infrastructure
Eric Weiss, Director of Wastewater
Erik Garwell, Wastewater Treatment Plan Manager
Albert Vanderploeg, Maintenance Supervisor
Carl Brody, Assistant City Attorney

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/s/ Echiemeze Ofili

Senior Auditor

/s/ Vivian Walker

Lead Auditor

/s/ Christine Glover

Audit Director

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BACKGROUND

The Pump Station Group (PSG) supports the Howard F. Curren Advanced Wastewater Treatment Plant (AWTP). This support includes preventative, predictive, reactive, and corrective maintenance to support the facilities. The AWTP PSG maintains 231 pump stations located within the service area. Typically, more than 60 million gallons of wastewater per day is processed through the system. As such, the system operates 24/7 hours, 365 days a year and must be maintained and operational. The PSG plays a key role in the daily upkeep and maintenance of required equipment for this operation.

STATEMENT OF OBJECTIVE

This audit was conducted in accordance with the Internal Audit Department's FY 2023 Audit Agenda. The objective of this audit was to determine whether the system of internal controls relating to Wastewater Pump Station Maintenance is adequate.

STATEMENT OF SCOPE

The audit period covered activities that occurred from May 31, 2021, to May 31, 2023. Assessments were performed to determine whether AWTP pump stations maintenance personnel were fulfilling their stated duties and responsibilities in an effective and efficient manner. Original records as well as copies were used as evidence and verified through observation and physical examination.

STATEMENT OF METHODOLOGY

The following steps were performed to achieve the audit's objective:

- Interviewed staff and reviewed education, skills, and safety training records.
- Reviewed and updated process flow, created during Audit 22-08, detailing the maintenance process.
- Reviewed work orders for the cost of maintenance of pump stations.
- Evaluated internal controls related to Wastewater pump station maintenance.
- Reviewed the pump stations capital improvement plan.
- Reviewed Tampa.gov, Intranet, and the budget book for performance metrics related to Pump Station Maintenance. This review identified several performance metrics being reported by Wastewater. One of the metrics reported is for maintenance plant-wide, which would capture

data related to pump stations. However, there are no specific metrics for pump station maintenance. The plant-wide maintenance metric was assessed during Audit 22-08.

STATEMENT OF AUDITING STANDARDS

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

AUDIT CONCLUSION

Based upon the procedures performed, we conclude that the system of internal controls relating to Wastewater Pump Station Maintenance is adequate.