



MEMORANDUM

To: Hon. Muriel Bowser
Mayor

Hon. Phil Mendelson
Chairman, Council of the District of Columbia

From: Daniel W. Lucas 
Inspector General

Date: February 17, 2026

Subject: **Fiscal Year 2026 Procurement Risk Assessment | [OIG No. 26-1-02MA](#)**

The Office of the Inspector General (OIG) is commencing its comprehensive risk assessment of the District of Columbia's procurement activities pursuant to DC Code § 1-301.115a.¹ This engagement was included in the OIG's [Fiscal Year 2025 Audit and Inspection Plan](#). As part of this assessment **each agency must complete a Procurement System Assessment Questionnaire**, as detailed below.

The objectives of this engagement are to identify: (1) District procurement practices subject to the risk of corruption, fraud, waste, abuse, and mismanagement; (2) high-risk incongruences in the procurement rules and regulations; (3) high-risk structural issues related to the District's procurement system; and (4) assess the status of high-risk areas and recommendations included in the Fiscal Year 2022 Procurement Practices Risk Assessment. Williams, Adley & Company-DC, LLP (Williams Adley), under contract with the OIG, is supporting the OIG's Fiscal Year 2026 Procurement Risk Assessment of the District's procurement system.

As part of this assessment, Williams Adley will be administering documentation requests and a *Procurement System Assessment Questionnaire* to all agencies within the scope of the engagement. The purpose of the questionnaire is to obtain information on agency

¹ To meet this statutory mandate, the OIG conducts a risk assessment of the District's procurement system every three years. Using the procurement risk assessment results, the OIG then conducts follow-on engagements, which result in recommendations to District agencies that are designed to help mitigate the identified procurement risk area. Conducting the procurement risk assessment on a triennial basis affords District agencies adequate amount of time to implement OIG recommendations prior to reevaluating the District's procurement system risks.

procurement policies, practices, controls, systems, and oversight activities to aid the OIG in identifying and assessing procurement-related risks across the District.

Agencies must respond to this engagement letter by February 25, 2026, with confirmation of receipt and a designated agency point of contact who will provide agency responses to the *Procurement System Assessment Questionnaire*. Please include the point of contact's Name, Title, Email Address, and Phone Number to Mr. Daniel Kirkness at dkirkness@williamsadley.com and Ms. Bethany Riley at briley@williamsadley.com.

The effectiveness of this assessment depends on each Agency's full participation, including providing accurate and prompt responses to the questionnaire. Williams Adley will issue initial and follow-up notifications to named Agency points of contact about any incomplete submissions. The final published report will note any Agencies that do not respond to the questionnaire or follow-up requests.

The questionnaire is currently scheduled to be:

Opened: Friday, February 27, 2026

Closed: Friday, March 13, 2026

To support agencies in completing the questionnaire, Williams Adley will host an information session to review the purpose of the assessment and provide an overview of the questionnaire. Details about the date and time of this session will be communicated shortly to the agency-designated points of contact via a Microsoft Teams meeting invite.

We appreciate your cooperation and prompt participation in this important District-wide assessment. Should you have questions in advance about the questionnaire process, please feel free to contact us.