



METROPOLITAN WASHINGTON AIRPORTS AUTHORITY

Luggage Cart Services Contract Compliance Review



Luggage Cart Services

- ***Objective:*** Determine whether vendor complied with the contract requirements for contract years 2005–2012.
- ***Background:*** Vendor provides self-serve luggage carts. The contract requires that the vendor pay the Airports Authority a minimum annual guarantee or 10 percent of the gross receipts, whichever is higher. The gross receipts did not exceed the minimum annual guarantee amount during years audited.
- ***Conclusion:***
 - Vendor payments to Airports Authority were accurate.
 - Monthly statements were submitted on time from 2010–2012.
 - Monthly statements were late for 2005–2009.
 - Vendor did not provide insurance certificate for the first 16 months of the contract.



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- *Management Response:*

Management has successfully required vendor compliance with the monthly statement and invoice reporting requirements and the requirement to submit insurance certificates.