



JOB ORDER CONTRACTING

AUDIT # 25-06

OCTOBER 21, 2025

Report Distribution:**Collin College Leadership:**

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Respectfully Submitted by:

Daniel Graves, CPA, CCA, Weaver Partner
David Butler, CPA, CISA, CCA, Weaver Senior Manager

Kristian Gallegos, Weaver Senior Associate
Ilse Contreras, CPA, Senior Auditor



3452 Spur 399 McKinney, TX 75069



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EXECUTIVE SUMMARY

AUDIT OBJECTIVES & SCOPE

The objective of the engagement was to determine whether the college is in compliance with college policies and state regulations related to the procurement and use of job order contracts.

AUDIT RECOMMENDATIONS

Recommendation	Risk Level	Implementation Date
1. Develop procedures over job order contracting to include: <ul style="list-style-type: none"> • Protocols to evaluate the suitability of cooperative purchasing programs and job order contracting as procurement methods • Post-award monitoring procedures to ensure actual costs do not exceed approved contract amounts • Steps to identify and capture potential cost savings • Checklist to guide the payment application review process 	Medium	August 2026

DESIGNATED MANAGEMENT

Dr. Bill King, Executive Vice President

Melissa Irby, Chief Financial Officer

Christopher Eyle, Vice President Facilities and Construction

Jennifer Wright, Executive Director Procurement Services

CONCLUSION

Overall, based on the audit work performed, we conclude that key controls and processes over job order contracting can be improved. Implementation of the recommendation outlined in this report will help to enhance controls and compliance with applicable requirements.