Mrs. Debra Murray  
Assistant of Dir. Compliance  
University of Maryland – College Park  
Dept. of Accounting and Contracting  
2133 Chesapeake Building  
College Park, MD 20742

Dear Mrs. Murray

The Office of Naval Research, Boston has performed an On-Site Property Management System Analysis (PMSA) of the University of Maryland- College Park (UMD) property control system. The PMSA was conducted on May 5, 2019, performed within the guidelines of Department of Defense Manual for Performance of Contracting Property Administration, DoD Instructions 4161.2 M, dated December 1991 and guidelines provided by the Engineering and Systems Review Branch, Office of Naval Research.

The objective of the PMSA was to ascertain the ability of UMD property control system to protect, preserve, account for and control Government-owned property in their custody. The PMSA included various tests and analyses of the institution’s internal management controls for property management, inventory procedures, reports, disposition activities and other areas as deemed necessary to perform the PMSA.

According to ONR records, the total value of ONR administered property at the UMD as of April 30, 2019 is $1,389,718.69. The distributed amount of property is DOD: $1,307,711.98 and NASA $82,006.71.

The FY 2018 A-133 audit did not identify any findings related to the control of government titled property.

The UMD Property Policies and Procedures have been reviewed for completeness and have been found to be acceptable.

The UMD recently performed a physical inventory. The inventory was performed in accordance with their approved policies and procedures. There were no deficiencies identified during the physical inventory.

The UMD has routinely requested disposition instructions within a reasonable timeframe after the property is no longer needed for its assigned project.

During the previous year, UMD submitted their required final property reports in a timely manner.

Based upon the results of this PMSA and in the judgment of the Property Administrator, the property control system at UMD is compliant to protect, preserve, account for and control Government owned property.

Thank you for your assistance in this matter. If you have any questions, please contact me at (617) 753-4002.

Gregory J. Valenti  
Property Administrator