



**PUBLIC UTILITIES
REVENUE BOND OVERSIGHT COMMITTEE
CONTRACTING WORKING GROUP
CITY AND COUNTY OF SAN FRANCISCO
AGENDA**

**Public Utilities Commission Building, 11th Floor Conference Room B
1155 Market Street (between 7th & 8th Streets)
San Francisco, CA 94103**

October 31, 2011 - 10:00 AM

Special Meeting

1. Call to Order and Roll Call

John Ummel, Chair
Aimee Brown

2. Public Comment: Members of the public may address the Revenue Bond Oversight Committee Contracting Working Group on matters that are within the RBOC's jurisdiction, but not on today's agenda. (No Action)

3. Draft Report of the Independent Review Panel (Presentation, Discussion and Action)

Issue/Background: The Independent Review Panel (IRP) completed its review of the WSIP in early October. Key areas studied included Change Management, Risk Management, and Project Cost, Schedule and Contingencies. Gary Griggs, Panel Chair, will be presenting the Panel's draft report. William Ibbs, RBOC's Peer Reviewer, will also be in attendance.

Information to Committee: The draft report will be provided to the Working Group on the day of the meeting, if not before.

Committee Action: Review and comment on the draft report; provide direction, where necessary, so that a final report can be prepared and submitted to the RBOC.

4. Discussion of IRP Planned Expenditures (Discussion and Action)

Issue/Background: The Independent Review Panel (IRP) members conducted their assignment on behalf of RBOC for work prior to, during, and after the week of October 3. As such, RBOC has incurred expenses for the Panel's work.

Information to Committee: Expenditure information to-date and anticipated expenses upon completion. Past expenses by the IRP for prior reviews conducted by the IRP.

Committee Action: Review and comment on planned expenditures; provide direction, where necessary, so that RBOC can be updated at its next meeting and take appropriate action if need be.

5. **Discussion of Future Use of Consultants by RBOC** (Discussion and Action)

Issue/Background: The existing pool of pre-qualified consultants available to the RBOC may not have the specific background (e.g., construction management) necessary to conduct follow-up work on the RBOC's behalf. It may behoove RBOC to create a pool of consultants for its own use.

Information to Committee: If available, status of Controller/SFPUC pre-qualified pools and/or plans to expand or create new pools.

Committee Action: Discuss options for the RBOC establishing its own pool of consultants and process required to do so; report out at the next RBOC meeting.

6. **Approval of RBOC City Services Auditor Working Group Minutes of September 9, 2011**
(Discussion and Action)
[attachment]

8. **Future Agenda Items/Meeting Dates** (Discussion and Action)

9. **Adjournment**

Next regularly scheduled meeting: To-Be-Determined

Agenda Item Information

Each item on the agenda may include: 1) Department or Agency cover letter and/or report; 2) Public correspondence; 3) Other explanatory documents. For more information concerning agendas, minutes, and meeting information, such as these document, please contact RBOC Committee Clerk, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Audio recordings of the meeting of the Revenue Bond Oversight Committee are available at:

http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97

For information concerning San Francisco Public Utilities Commission please contact by e-mail bondoversight@sfgov.org or by calling (415) 487-5245.

Public Comment

Public Comment will be taken before or during the Committee's consideration of each agenda item. Speakers may address the Committee for up to three minutes on that item. During General Public Comment, members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on the agenda.

Disability Access

RBOC meetings will be held at the Public Utilities Commission, 1155 Market Street (between 7th and 8th Streets), 4th Floor Conference Room, San Francisco, CA. The Committee meeting room is wheelchair accessible. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking behind 1155 Market Street.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Mike Brown at (415) 487-5223 to make arrangements for the accommodation. Late requests will be honored, if possible.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact by mail: Sunshine Ordinance Task Force, 1 Dr. Carlton b. Goodlett Place, Room 244, San Francisco, CA 94102; phone at (415)554-7724; fax at (415) 554-7854; or by email at sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter 37 of the San Francisco Administrative Code on the Internet , at <http://www.sfbos.org/sunshine>.

Cell Phones, Pagers and Similar Sound-Producing Electronic Devices

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; web site www.sfgov.org/ethics.