



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

**Public Utilities Commission Building
525 Golden Gate Ave., 2nd Floor, Yosemite Room
San Francisco, CA 94102**

Wednesday, February 5, 2014 - 10:30 AM

Special Meeting

If a quorum of the Public Utilities Revenue Bond Oversight Committee (RBOC) members is present, the chair will hold a Special meeting of the RBOC to discuss items on this Contracting Working Group Agenda.

1. Call to Order and Roll Call

John Ummel, Chair
Kevin Cheng
Holly Kaufman

- 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 are not on today's agenda. (No Action)

1. Evaluation of Requests for Proposals, CS-363 Construction Management Services - Lessons Learned. (Discussion and Action)

Issue: At the December 9, 2013, RBOC meeting, RBOC authorized the Contracting Working Group (Ummel, Cheng, and Kaufman) to refine/amend the previously discussed scope of work and submit a final scope/RFP to Contracts Administration for advertisement among those pre-qualified construction management firms in the Controller's pool*. The RFP was advertised on January 13, 2014, and firms had until January 31, 2014, to submit their proposals.

Among the eight firms eligible to bid on this assignment, two responded: RW Block and KPMG. The proposals from these firms will be provided to members, in advance, under separate cover by Contract Administration. Members are requested to bring these to the meeting.

Action: Score and rank the proposals per the RFP. Each responsive proposal must obtain 60 out of 100 points (60%) to be considered. Proposals will be scored as follows:

Work Plan: 35 points

Proposer Qualifications: 25 points

Team Member Organization, Availability, Qualifications, and Resumes: 40 points

The proposer with the highest total score will be identified as the highest-ranked proposer and eligible to proceed with award of contract with RBOC; scheduled for the February 18, 2014, meeting of RBOC.

*Eligible firms included KPMG, RW Block, Cumming Construction Management, FTI Consulting, Faithful and Gould, Gladrey and Pullen, Sjobreg Evashenk, and PMA Consultants.

3. **Approval of RBOC Contracting Working Group Minutes of December 9, 2013.**
(Discussion and Action) (Attachment)
4. **Future Agenda Items/Meeting Dates.** (Discussion and Action)
5. **Adjournment**

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 – (415) 554-5184.

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 RBOC@sfgov.org or by calling (415) 554-5184.

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

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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>.

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

**Public Utilities Commission Building
525 Golden Gate Ave., 4th Floor, San Joaquin Conference Room
San Francisco, CA 94102**

Monday, December 9, 2013 - 9:30 AM

Special Meeting

If a quorum of the Public Utilities Revenue Bond Oversight Committee (RBOC) members is present, the chair will hold a Special Meeting of the RBOC to discuss items on this Contracting Working Group Agenda.

1. Call to Order and Roll Call

John Ummel, Chair (Holdover status)
Kevin Cheng (Holdover status)
Holly Kaufman

The meeting was called to order at 9:44 a.m. On the call of the roll, Members Ummel, Cheng, and Kaufman were noted present. There was a quorum.

RBOC Member Brownlow was noted present at the RBOC Contracting Working Group Meeting, constituting a quorum of the Public Utilities Revenue Bond Oversight Committee. A Special Meeting of the Public Utilities Revenue Bond Oversight Committee was convened at the hour of 9:44 a.m.

Present: Members Ummel, Cheng, Kaufman, and Brownlow

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 are not on today's agenda.

Public Comment: None.

3. **Revenue Bond Oversight Committee Preliminary Request for Proposals - Scope of Work regarding “Evaluation of Lessons Learned.”**

Member Ummel provided an overview of the RBOC preliminary request for proposals and scope of work.

Karen Kubick, Director, Sewer System Improvement Program; Dan Wade, Director, Water System Improvement Program; Emilio Cruz, Assistant General Manager (SFPUC); presented information concerning the matter and answered questions raised during the hearing.

Public Comment: None.

Continued to the next meeting of the RBOC Contracting Working group by a unanimous vote.

4. **Approval of RBOC Contracting Working Group Minutes of October 21, 2013.**

Public Comment: None.

Member Cheng, seconded by Member Ummel, moved to approve the RBOC Contracting Working Group October 21, 2013, meeting minutes. The motion passed by the following vote:

Ayes: Ummel, Cheng, Kaufman.

Noes: None.

5. **Future Agenda Items/Meeting Dates.**

The next meeting of the RBOC Contracting Working Group is tentatively scheduled for February 17, 2013, at 10:30 a.m.

6. **Adjournment**

The meeting adjourned at 10:37 a.m.

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