

Heard in Committee. Speakers: Amy Lee (Redevelopment); provided an overview and responded to questions raised throughout the discussion. Walter Paulson; spoke in support of the matter.

Minutes

Public Utilities Revenue Bond Oversight Committee

Monday, August 16, 2010

9:30 a.m. - 11:30 a.m.

1155 Market Street (between 7th & 8th Streets)

4th Floor Conference Room

Note: Each item on the Regular Agenda may include explanatory documents, including reports and public correspondence. These items are available for review at City Hall, Room 244, and Reception Desk.

Committee Members

Aimee Brown, Chair
Kyle Rhorer, Vice Chair
Brian Browne
Kevin Cheng
Nathan Cruz
David Sutter
Steve Toler

REGULAR AGENDA

1. Call to Order and Roll Call

The meeting convened at 9:32 a.m.

On the call of the roll, there were no members noted absent. There was a quorum. Members Cruz and Toler were excused.

Present: Chairperson Brown, Vice-Chair, Rhorer, Member Browne, Member Cheng, and Member Sutter.

2. Public Comment: Members of the public may address the Revenue Bond Oversight Committee (RBOC) Contracting Working Group on matters within the RBOC's jurisdiction that are not on today's agenda.

Public Comment: None

3. Chair's Report

A. Water System Improvement Program (WSIP) Quarterly Report Update by the Program Director.

Agenda items 3A, 3B, and 3C were heard concurrently. Please see Item No. 3C for further details.

B. Overview of the New Water System Improvement Program (WSIP) Quarterly Report Format.

Agenda items 3A, 3B, and 3C were heard concurrently. Please see Item No. 3C for further details.

C. Water System Improvement Program Reporting Cycles and Update on Preconstruction and Construction Activities

San Francisco Public Utilities Commission staff, Julie Labonte, Director, Water System Improvement Program (WSIP); Mojgan Yousefklan, WSIP Controls Manager; and John Kinneen, Program Construction Manager, AECOM, presented an overview of the new WSIP quarterly report, format and reporting cycles, and an update on preconstruction and construction activities.

Charles Perl, Deputy Chief Financial Officer, San Francisco Public Utilities Commission and Mark Blake, Deputy City Attorney offered comments relative to the items as referenced above.

Public Comment: None

4. Update on the Construction of the Sunol Valley Water Treatment Project.

This item was continued to the next Revenue Bond Oversight Committee meeting without objection.

Public Comment: None

5. Request For Proposal Process and Contracting for the Use of As-Needed Consultants.

Vice-Chair Rhorer presented an overview of the Revenue Bond Oversight Committee (RBOC) Contracting Working Group's proposed processes and contracting practices for the use of as-needed consultants.

The RBOC Contracting Working Group is currently considering several options for drafting a Request for Proposal focusing on predictive measures, utilizing the pre-approved Controller's Contractor's List, and the use of various Universities.

It was moved by Member Browne and seconded by Chair Rhorer, to authorize Member Browne to contact various Universities to schedule a meeting to engage informal discussions regarding the development of a scope of work for professional services to assist the RBOC Contracting Working Group.

The RBOC Contracting Working Group is also considering the following:

- A. The possible utilization of URS Corporation from the Controller's list of prequalified contractor's.
- B. Review current contracts between URS Corporation and the San Francisco Public Utilities Commission (SFPUC) to ensure that duplication of services does not currently exist within other active contracts between URS Corporation and the SFPUC.
- C. Schedule and engage meetings with various Universities for possible solicitation of the development of a scope of work for professional services.
- D. Begin the process of developing a DRAFT Request for Proposal for professional services.

Departmental Representatives: Charles Perl, Deputy Chief Financial Officer, SFPUC

Public Comment: None

6. Approval of the DRAFT Minutes for the May 17, 2010, Revenue Bond Oversight Committee meeting.

It was moved by Member Sutter and seconded by Vice-Chair Rhorer, to approve the draft minutes for the May 17, 2010, meeting of the RBOC Contracting Working Group.

The motion passed by the following vote:

Ayes: Chair Brown, Vice-Chair Rhorer, Member Browne, Member Cheung and Member Sutter.

Noes: None.

Excused: Member Cruz and Member Toler

7. Action Regarding Revenue Bond Oversight Committee (RBOC) Member Requests for Information.

There was no action taken by the RBOC regarding member requests for information.

8. Future Agenda Items.

- A. Risk Management procedures
- B. Tracking of construction activities with an emphasis on predictive trends
- C. Presentations regarding construction focused on critical path and early warning system indicators.

Member Browne requested clarification on the policy concerning request for information from San Francisco Public Utilities Commission (SFPUC) staff to other departments, as he had difficulty obtaining information from a City department. Member Browne stated that he solicited the assistance of the Sunshine Ordinance Task Force and was able to obtain the requested information. Chair Brown stated that information requests would be agendaized at the Committee's next meeting, providing all members an opportunity to vote on the subject. She further stated that less complex requests should be directed to SFPUC staff.

Member Browne recommended that the Committee agendaize an item for discussion regarding the independence of the RBOC and what their independence entails. In addition, Member Brown suggested adding the discussion of RBOC members exercising the ability to recuse themselves from voting on an agenda item.

Charles Perl, Deputy Chief Financial Officer, San Francisco Public Utilities Commission (SFPUC), stated that the SFPUC staff will provide a report to the RBOC on the activity of recent bond sales at its next meeting.

9. Adjournment

The meeting was adjourned at 11: 50 a.m. by Chair Brown.

The RBOC minutes of August 16, 2010, was approved by the RBOC on September 20, 2010.