

**Public Utilities Revenue Bond Oversight Committee
City Services Auditor Working Group***

AGENDA

Friday, September 9, 2011

10:00 a.m.

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

5th Floor Conference Room

San Francisco, CA 94102

Committee Members

John Ummel, Chair

Aimee Brown

Ben Kutnick

1. **Call to Order and Roll Call**
2. **Public Comment:** Members of the public may address the City Services Auditor Working Group of the Revenue Bond Oversight Committee (RBOC) on matters that are within the RBOC's jurisdiction that are not on today's agenda.
3. **Presentation, Discussion, and Possible Action: Draft Scope of Work for the Independent Review Panel**

Issue/Background: RBOC identified three general task areas for the Independent Review Panel (IRP), which is arriving the week of October 2, 2011, to conduct its review. Those general task areas are Change Management, Risk Management, and Project Delivery (Soft) costs. William Ibbs, RBOC's Peer Reviewer, and Gary Griggs, member of the IRP, have been working on clarifying (narrowing) the scope.

Information to Committee: A draft scope of work will be provided to the Working Group on the day of the meeting, September 9, 2011. However, if a draft is ready ahead of time, it will be e-mailed separately to Committee members in advance. Both Ibbs and Griggs will be present at the meeting.

Committee Action: Review and comment on the draft scope of work; provide direction, where necessary, so that a final draft can be prepared and submitted to the full RBOC on September 19, 2011.**

***The RBOC meeting of September 19, 2011 is **not** intended to be used as a forum for making substantive changes. Please plan to attend the*

*Informally referred to as the *Contract Working Group*

September 9, 2011, Working Group meeting if you want to provide input into the draft scope of work.

4. **Discussion and Possible Action:** Approval of the Minutes of the RBOC City Services Auditor Working Group meeting for August 10, 2011.
5. **Discussion and Possible Action:** Future Agenda Items/Meeting Dates
6. Adjournment

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, Reception Desk.

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 agendas, minutes and meeting information please contact:

Victor Young, Committee Clerk
City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102
Victor.Young@sfgov.org
(415) 554-7723

For information concerning SFPUC reports and documents please contact:

bondoversight@sfgov.org

(415) 487-5245

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Explanatory Documents: Copies of Explanatory Documents listed in this agenda, if any, and other related materials received by the Contracting Working Group of the Revenue Bond Oversight Committee after the posting of the agenda, are available for public inspection at 1155 Market Street, 5th Floor. Please call (415) 487-5245 to make arrangements for pick up or review.

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

The Public Utilities Commission meeting will be held at 1155 Market Street (between 7th and 8th Streets), 11th Floor Conference Room B, San Francisco, CA. The Commission meeting room is wheelchair accessible. The closest accessible BART and MUNI station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #6 #7, #9, #21, #66, #71, #5, N, J, K, L, M and the F Line to Market and 8th Street. For information about MUNI accessible services call (415) 923-6142. 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.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance

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 or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall, Room 405, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 at telephone No.: (415) 554-7724; Fax (415) 554-7854; E-mail: sof@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site www.sfgov.org/ethics.