

File No. 150109

Committee Item No. 10

Board Item No. 12

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date March 5, 2015

Board of Supervisors Meeting Date MARCH 17, 2015

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

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Completed by: Erica Major Date February 27, 2015

Completed by: ERICA MARTIN Date MARCH 13, 2015

1 [Settlement of Unlitigated Claim - Zendesk, Inc. - \$239,467.46]

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3 **Resolution approving the settlement of the unlitigated claim filed by Zendesk, Inc.**
4 **against the City and County of San Francisco for \$239,467.46; claim was filed on**
5 **November 17, 2014.**

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7 WHEREAS, Zendesk, Inc. filed a claim on November 17, 2014, against the City and
8 County of San Francisco; and

9 WHEREAS, Office of the Treasurer and Tax Collector of the City and County of San
10 Francisco has recommended settlement of said claim by payment of \$239,467.46; now,
11 therefore, be it

12 RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of
13 Supervisors hereby authorizes the City Attorney to settle and compromise the claim by
14 payment of \$239,467.46.

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APPROVED:

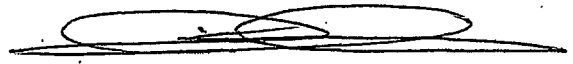
DENNIS J. HERRERA
City Attorney



MATTHEW J. ROTHSCHILD
Chief of Claims Division

RECOMMENDED:

Office of the Treasurer and Tax Collector



JOSE CISNEROS
Treasurer

FUNDS AVAILABLE:



BEN ROSENFELD
Controller

Index Code:975037 Subobject:05311

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LEGISLATION RECEIVED CHECKLIST

Date 2/2/15

File Number (if applicable) _____

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Legislation for Introduction (NEW) | ▶▶▶ Legislation Clerk |
| <input type="checkbox"/> Legislation Pending in Committee (AMENDED) | ▶▶▶ Committee Clerk |
| <input type="checkbox"/> Legislation for Board Agenda (AMENDED) | ▶▶▶ Dep Clerk, Legislative Div |

Supervisor, Mayor, and Departmental Submittals

Grant Ordinance

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials:** 2 full sets (see below) and 1 electronic copy in pdf format*
 - Cover letter (original and 1 hard copy)
 - Grant budget/application
 - Grant information form, including disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable)*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

Ordinance

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials:** 2 hard copies (see below) and 1 electronic copy in pdf format
 - Cover letter (original and 1 hard copy)
 - Settlement Report/Agreement (for settlements)
 - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

Grant Resolution

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials:** 2 hard copies (see below) and 1 electronic copy in pdf format*
 - Cover letter (original and 1 hard copy)
 - Grant budget/application
 - Grant information form, including disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable)*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

Resolution

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** None (Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials:** 2 full sets (see below) and 1 electronic copy in pdf format
 - Cover letter (original and 1 hard copy)
 - Settlement Report/Agreement (for settlements)
 - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

Joy Perez 554-3869 City Attorney
 Name and Telephone Number Department

Clerk's Office/Forms/Legislation Received Checklist (6/2013) for more help go to: sfbos.org/about-the-board/general/legislative-process-handbook