

File No. 150934

Committee Item No. 5

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date October 15, 2015

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Erica Major Date October 9, 2015

Completed by: _____ Date _____

1 [Settlement of Unliltigated Claim - Hensel Phelps Construction Company - \$35,066.75]

2
3 **Resolution approving the settlement of the unlitigated claim filed by Hensel Phelps**
4 **Construction Company against the City and County of San Francisco for \$35,066.75;**
5 **the claim was filed on March 13, 2015.**

6
7 WHEREAS, Hensel Phelps Construction Company filed a claim on March 13, 2015,
8 against the City and County of San Francisco for San Francisco's Payroll Expense Tax
9 applies to payroll expense for work performed in the City; and

10 WHEREAS, Hensel Phelps Construction Company mistakenly paid payroll expense
11 taxes of \$4,890.72 for tax year 2013 and \$34,767.00 for tax year 2014 for services performed
12 at a jobsite located at the San Francisco International Airport; and

13 WHEREAS, The Treasurer – Tax Collector of the City and County of
14 San Francisco has recommended settlement of said claim by payment of \$35,066.75; now,
15 therefore, be it

16 RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of
17 Supervisors hereby authorizes the City Attorney to settle and compromise the claim by
18 payment of \$35,066.75.

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APPROVED:

DENNIS J. HERRERA
City Attorney



MATTHEW J. ROTHSCHILD
Deputy City Attorney

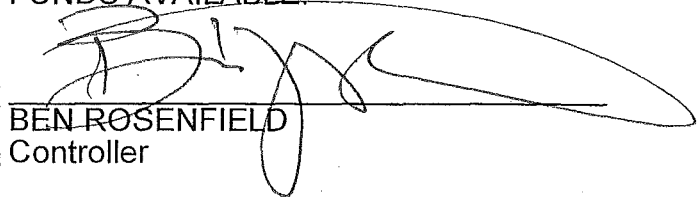
RECOMMENDED:

DEPARTMENT NAME



JOSE CISNEROS
Treasurer

FUNDS AVAILABLE:



BEN ROSENFELD
Controller

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LEGISLATION RECEIVED CHECKLIST

Date 9/15/15 File Number (if applicable) _____

- Legislation for Introduction (NEW) >>> Legislative Clerk
- Legislation Pending in Committee (AMENDED) >>> Committee Clerk
- Legislation for Board Agenda (AMENDED) >>> Deputy Clerk

Supervisor, Mayor, and Departmental Submittals

Grant Ordinance

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
 - Cover letter (original)
 - Grant budget/application
 - Grant information form, including signed disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable) in **Word** format
 - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Ordinance

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
 - Cover letter (original)
 - Settlement Report/Agreement (for settlements)
 - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Grant Resolution

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
 - Cover letter (original)
 - Grant budget/application
 - Grant information form, including signed disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable) in **Word** format
 - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Resolution

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate **pdf** copies of each in email
 - Cover letter (original)
 - Settlement Report/Agreement (for settlements)
 - Other support documents *as identified in the cover letter and legislation*
- E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

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