

File No. 151075 Committee Item No. 13
Board Item No. 7

COMMITTEE/BOARD OF SUPERVISORS
AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date November 12, 2015

Board of Supervisors Meeting Date DECEMBER 1, 2015

Cmte Board

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| <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 November 6, 2015
Completed by: [Signature] Date NOVEMBER 16, 2015

1 [Settlement of Unlitigated Claim - Stantec Architecture, Inc. - City to Withhold \$108,000.60 of
2 Contract Balance]

3 **Resolution approving settlement of the unlitigated claim by the City and County of San**
4 **Francisco against Stantec Architecture, Inc. ("Stantec"), for \$108,000.60, which the City**
5 **will withhold from the remaining balance on the contract between the City and Stantec.**

6
7 WHEREAS, The City and County of San Francisco ("City") has an unlitigated
8 professional negligence and breach of contract claim against Stantec Architecture, Inc.
9 ("Stantec"); and

10 WHEREAS, The San Francisco Public Utilities Commission owes Stantec \$108,930.35
11 under the contract between the City and Stantec, but the parties have agreed to resolve the
12 City's claim against Stantec by the City withholding \$108,000.60 of that amount; and

13 WHEREAS, The San Francisco Public Utilities Commission has recommended
14 settlement of the claim by the City's withholding \$108,000.60 of the remaining balance that
15 the City would otherwise owe to Stantec under the contract; now, therefore, be it

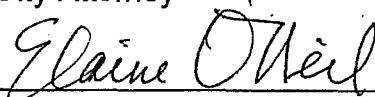
16 RESOLVED, That pursuant to Administrative Code, Section 10.24, the Board of
17 Supervisors hereby authorizes the City Attorney to settle and compromise the claim by the
18 City's withholding \$108,000.60.

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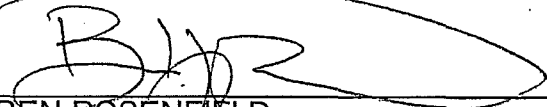
APPROVED:

DENNIS J. HERRERA
City Attorney



ELAINE O'NEIL
Deputy City Attorney
Construction and Public Contracting
Team Leader

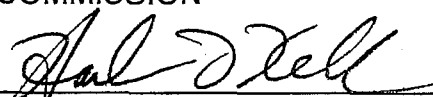
FUNDS AVAILABLE:



BEN ROSENFELD
Controller

RECOMMENDED:

SAN FRANCISCO PUBLIC UTILITIES
COMMISSION



HARLAN L. KELLY, JR.
General Manager of the San Francisco
Public Utilities Commission

APPROVED:

SAN FRANCISCO PUBLIC UTILITIES
COMMISSION:



DONNA HOOD
Commission Secretary
San Francisco Public Utilities Commission

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LEGISLATION RECEIVED CHECKLIST

151075

Date 10/16/15 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
Name and Telephone Number

City Attorney
Department