1. Call to Order and Roll Call

Chair Brown called the meeting to order at 9:45 a.m. and roll call was taken.

Present: Aimee Brown, Brian Browne, Stan Jones, Kyle Rhorer, Patrick Sweetland, and David Sutter

Absent: None

There was a quorum.

2. Public Comment: Members of the public may address the RBOC on matters that are within the RBOC’s jurisdiction which are not on today’s agenda.

Public Comment: Speakers: None.

3. Discussion and possible action concerning the Final Draft Report from Robert Kuo Consulting LLC concerning the audit of Water System Improvement Program (WSIP) per Contract Agreement No. CS 983 (Sunset Reservoir – North Basin project.).

Robert Kuo; Roy Block, and Bill Sever, Robert Kuo Consulting LLC, presented their Final Draft Report Auditing the Water System Improvement Program per Contract Agreement No. CS 983.

Other Speakers: Mark Blake, Deputy City Attorney; David Quinones, Project Manager, SFPUC; Howard Fong, SFPUC; Charles Perl, CFO, SFPUC.

Public Comment: Speakers: None.
4. **Discussion and possible action concerning Invoice No. 1, requesting payment for work performed, from Robert Kuo Consulting LLC for work performed per Contract/Agreement No. CS 983.**

Commissioner Sweetland provided and overview of work performed by Robert Kuo Consulting LLC and recommended that payments be made for Invoice No. 1.

Commissioner Browne requested that the following comments be placed into the minutes: “No contract may be implemented until the RBOC approves the contract”.

Commissioner Sweetland moved, seconded by Commissioner Rhorer, to approve the payment of Invoice No. 1 from Robert Kuo Consulting LLC for worked performed per Contract/Agreement No. CS 983.

Ayes: Chair Brown, Rhorer, Browne, Jones, Sutter, Sweetland
Noes: None

The motion passed.

Other Speakers: Mark Blake Deputy City Attorney.

Public Comment: Speakers: None.

5. **Discussion and possible action concerning an update to the contract scope and increase to the contract amount for the audit of the Water System Improvement Program (WSIP) per Contract/Agreement No. CS 983 by Robert Kuo Consulting LLC.**

Commissioner Sweetland provided an overview on the Robert Kuo Consulting LLC’s request to change the contract scope and increase the contract amount.

Commissioner Sweetland moved, seconded by Commissioner Sutter, to authorize the RBOC Contracting Working Group to negotiate the contract change order with Robert Kuo Consulting LLC.

Ayes: Chair Brown, Rhorer, Jones, Sutter, Sweetland
Noes: None
Absent: Browne

The motion passed.
Other Speakers: Mark Blake, Deputy City Attorney.

Public Comment: Speakers: None.

6. Discussion and possible action concerning RBOC contracting provisions and procedures.

Continued to a future date.

7. Discussion and possible action concerning the Indirect Cost Study.

Commissioner Jones provided an update on the status of the Indirect Cost Study.

Public Comment: Speakers: None.

No actions taken.

8. Discussion and possible action regarding the Contracting Working Group’s report and recommendations from their meetings on November 6, 2009 and November 16, 2009 (agendas attached in packet).

Commissioner Sweetland provided an overview of the Contracting Working Group meeting’s of November 6, 2009 and November 16, 2009.

Public Comment. Speakers: None.

No actions taken.

9. Chair’s Report
   a. Update from SFPUC staff concerning the Water System Improvement Program (WSIP).

Mike Brown, SFPUC, presented a written report from Jeet Bajwa, PMB Bureau Manager, SFPUC, concerning an update on WSIP.

Public Comment. Speakers: None.

b. Discussion and possible action relating to CY2010 meeting dates.

Discussions occurred relating to the RBOC 2010 meeting dates.
Commissioner Sweetland moved, seconded by Commissioner Rhorer, to amend and approve the RBOC 2010 meeting schedule as follows: January 13; February 8; March 15; April 19; May 17; June 21; July 19; August 16; September 20; October 18; November 15; and December 13, 2010

Ayes: Chair Brown, Rhorer, Jones, Sutter, Sweetland
Absent: Browne

The motion passed.

Public Comment. Speakers: None.

c. Discussion and possible action relating to WSIP facilities tour.

Chair Brown provided an update on the status of the WSIP facilities tour.

Public Comment. Speakers: None.

No actions taken.

10. Discussion and possible action concerning an analysis by Mark Blake, Deputy City Attorney, on the possibility and methods of extending the sunset date of the RBOC.

Mark Blake, Deputy City Attorney, provided an update on the possibility and methods of extending the sunset date of the RBOC.

Other Speakers: Charles Perl, SFPUC.

Public Comment. Speakers: None.

No actions taken.

11. Discussion and possible action regarding the approval of the minutes from the RBOC meetings held on September 21, 2009 and October 19, 2009.

Commissioner Sutter moved, seconded by Commissioner Jones, to approve the minutes of the RBOC for September 21, 2009 and October 19, 2009.

Ayes: Chair Brown, Rhorer, Browne, Jones, Sutter, Sweetland
Noes: None
The motion passed.

12. Discussion and possible action relating to RBOC member information requests raised at today’s meeting.

No items listed.

13. Discussion and possible action for future agenda items.

Final Report from Robert Kuo Consulting LLC (Agreement No. CS 983)
Robert Kuo Consulting LLC Payment request
Contracting Working Group Report
Future Contracting Provisions
WSIP update
Wastewater update

14. Adjournment

At the hour of 11:55 a.m. the meeting adjourned due to lack of quorum.

The November 16, 2009, minutes of the RBOC was approved by the RBOC on January 19, 2010.