1. **Call to Order and Roll Call** (9:39 a.m. – 9:39 a.m.)

   John Ummel, Chair  
   Kevin Cheng  
   Holly Kaufman

   The meeting was called to order at 9:39 a.m.

   On the call of the roll member Kaufman was noted absent.

   Member Kaufman was excused.

2. **Public Comment:** (9:39 a.m. – 9:39 a.m.)

   Public Comment: None.

3. **Comments by the Chair.** (9:39 a.m. – 9:40 a.m.)

   Chair Ummel and Member Cheng provided an update as to the possible audit approaches to be utilized by the RBOC.

   Public Comment: None.

4. **Possible Audit Activities for Calendar Year 2012.** (9:40 a.m. – 10:45 a.m.)

   Chair Ummel provided an overview of the possible audit activities for the RBOC for 2012.
Julie Labonte and Rich Morales (SFPUC); provided information and responded to questions raised throughout the discussion.

Public Comment: None.

5. **Draft Scope of Work for Estimate-at-Completion and Schedule-at-Completion (EAC/SAC) Review** (10:45 a.m. – 11:25 a.m.)

Chair Ummel provided an overview of the draft scope of work for the EAC/SAC review.

Julie Labonte and Rich Morales (SFPUC); provided information and responded to questions raised throughout the discussion.

Public Comment: None.

5. **Approval of RBOC Contracting Working Group Minutes of April 6, 2012.**
(11:25 a.m. – 11:25 a.m.)

Member Cheng, seconded by Member Ummel, moved to approve the RBOC contracting Working Group Minutes of April 6, 2012.

The motion passed by the following vote:

Ayes: Cheng; Ummel
Noes: None.
Excused: Kaufman

Public Comment: None.

6. **Future Agenda Items/Meeting Dates.**

Soft Cost Analysis
EAC/SAC Analysis
Challenging Projects

7. **Adjournment**

The meeting adjourned at 11:34 a.m.
Agenda Item Information

Each item on the agenda may include: 1) Department or Agency cover letter and/or report; 2) Public correspondence; 3) Other explanatory documents. For more information concerning agendas, minutes, and meeting information, such as these document, please contact RBOC Committee Clerk, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

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