

Attachment 5(c) - April 3, 2019 Grand Jury Request

From: Georgine Scott-Codiga - CGJ
To: [Publicrecords](#)
Cc: [CSC 1819-109](#)
Subject: Public Records Act Request
Date: Wednesday, April 3, 2019 4:01:04 PM

April 3, 2019

Dominique Davis, Public Records Manager
City of Santa Clara

Re: Civil Grand Jury Public Records Act Request

Dear Ms. Davis;

The Santa Clara Civil Grand Jury requests the following documents:

1. The blue routing sheet for the "AGREEMENT FOR THE PERFORMANCE OF SERVICES BY AND BETWEEN THE CITY OF SANTA CLARA AND SINGER ASSOCIATES, INC." 2018. (Item No 5 of Civil Grand Jury's 2/6/19 records request.)
2. The blue routing sheet for the "AGREEMENT FOR THE PERFORMANCE OF SERVICES BY AND BETWEEN THE SANTA CLARA STADIUM AUTHORITY AND SINGER ASSOCIATES, INC." 2018. (Item No 6 of Civil Grand Jury's 2/6/19 records request.)
3. The blue routing sheet for the "AGREEMENT FOR THE PERFORMANCE OF SERVICES BY AND BETWEEN THE CITY OF SANTA CLARA AND BANNER PUBLIC AFFAIRS." 2017. (Item No 7 of Civil Grand Jury's 2/6/19 records request.)
4. All invoices and payments pertaining to the "AGREEMENT FOR THE PERFORMANCE OF SERVICES BY AND BETWEEN THE CITY OF SANTA CLARA AND SINGER ASSOCIATES, INC." (Item No 11 of Civil Grand Jury's 2/6/19 records request.)

*Note: The Civil Grand Jury received the following invoices and payments in your 3/21/19 response. Invoice No. 131921, 132001, 132062, 132137, 132204, 132427, 132344. Voucher Id No. 0424655, 00424656, 00425758, 00425758, 00425759, 00427659, 00429807. To clarify, we are requesting all additional invoices and payments not previously received that track the outstanding \$7,812.50 balance (shown by the records) still owed to Singer & Associates.

5. All invoices and payments pertaining to the "AGREEMENT FOR THE PERFORMANCE OF SERVICES BY AND BETWEEN THE SANTA CLARA STADIUM AUTHORITY AND SINGER ASSOCIATES, INC." (Item No 12 of Civil Grand Jury's 2/6/19 records request.)

*Note: The Civil Grand Jury received the following invoices and payments in your 3/21/19 response. Invoice No. 132002, 132138, 132205, 132273 and Purchase Order No. SCSA048 for \$100,000.00. To clarify, we are requesting all additional invoices and payments not previously received that track the \$85,888.87 balance from the \$100,000.00 purchase order to Singer & Associates. More specifically, I am requesting all documents that indicate where the \$85,888.87 went? Was it utilized, refunded, etc.?

6. All documents, logs, tracking systems, notes, etc. indicating the number of public record requests received from 4/1/18 to 4/1/19.
7. All documents, logs, tracking systems, notes, etc. including but not limited to, the number of public records request responsive within 10 days, within 24 days, or requiring a time extension to complete, from 4/1/18 to 4/1/19.

Please feel free to contact me if you require further clarification on these requests. I can be reached at _____ or at my email.

Thank you in advance for your assistance.

Georgine Scott-Codiga

Georgine Scott-Codiga
2018-19 Santa Clara County Civil Grand Jury

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