



**Construction Advisory Committee
MINUTES**

**SPECIAL CALLED MEETING
Tuesday, June 15, 2010**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, June 15, 2010
505 Barton Springs Road, 13th Floor, Director's Conference Room, Austin, Texas.**

Chairman Conrad Masters called the Board Meeting to order at 10:00 a.m.

Board Members in Attendance:

Conrad Masters – Chairman

Eddie Hurst

Martin Prisant

Emily Timm

Calvin Williams

Gaynell Wilson

Members Absent:

Ira Crofford – Vice Chairman

Staff in Attendance:

Robert Hinojosa, Acting Director - Public Works Department

Susan Garnett, Executive Assistant - Public Works Department

Frank Mays, Contract Compliance Manager - Contract and Land Management Department

Rosie Truelove, Contract Procurement Manager – Contract and Land Management Department

1. CITIZEN COMMUNICATION: GENERAL

None

2. APPROVAL OF MINUTES

The minutes from the meeting of 05/18/2010 were approved on Board Member Masters' motion, Board Member Prisant's second on a 6-0 vote.

3. NEW BUSINESS

- Rosie Truelove presented Committee with the Contractor Evaluation Criteria Matrix and reviewed the components involved in the evaluation process. Committee suggested including VCAPs as part of Competitive Sealed Matrix to prohibit repeat offenders from acquiring city

contracts.

- Robert Hinojosa informed the Committee of the three to six month release date of the Wage Review Report, per committee request.
- Committee requested an update from Robert Hinojosa regarding a letter of appeal for diligent prevailing wage enforcement sent to Council per committee request in November 2009. Mr. Hinojosa agreed to redistribute letter to Council, as well as their Chiefs of Staff, and to track the receipt notices received through electronic correspondence. He also encouraged committee members to discuss the letter individually with their respective Council members.
- Frank Mays updated Committee on Wage Compliance Pamphlets, saying they were being printed and would begin distribution by August 2010.

4. OLD BUSINESS

5. FUTURE AGENDA ITEMS

- Discuss proposed ordinance requiring construction contractors to provide rest breaks for their workers.
- Update on the implementation of new job classifications and wages added to City of Austin's approved list of labor categories provided by Frank Mays.
- Review of repeat violators of wage compliance and discussion to include VCAPs as part of Competitive Sealed Matrix.

6. NEXT MEETING (July 20, 2010)

ADJOURN

- *A motion to adjourn at 11:30 a.m. was approved on Chairman Master's motion, Board Member Williams' second on a 6-0 vote.*