



MBE/WBE and Small Business Council Subcommittee
MINUTES

Regular Meeting
Tuesday, March 9, 2010

The MBE/WBE and Small Business Council Subcommittee convened in a regularly scheduled meeting on Tuesday, March 9, 2010 in Room #1101 at City Hall, 301 W. 2nd Street in Austin, Texas.

Committee Members in attendance:

Mayor Pro Tem Mike Martinez, Council Member Sheryl Cole, Council Member Randi Shade

1. CALL TO ORDER

Mayor Pro Tem Martinez called the meeting to order at 3:03 p.m. with Council Member Shade off the dais.

2. APPROVAL OF MINUTES

The January 12, 2010 regular meeting minutes were approved on a 2-0 vote by a motion from Council Member Cole, seconded by Mayor Pro Tem Martinez.

3. CITIZEN COMMUNICATION: GENERAL

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

Carol Hadnot, Austin Black Contractors Association said she reviewed the bid invitations from the City, for the Lady Bird Hike and Bike Trail and discovered that it is a Competitive Sealed Proposal delivery method. She would like to have the delivery method listed or made known when a project is using an alternative delivery method.

Rudy Garza, Assistant City Manager, explained that all projects using alternative delivery method require prior approval from the City Council, so by the time it hits the street, the delivery method has been made public.

Mike Trimble, Director, Contract and Land Management said that he will look into making the delivery method evident in the solicitation number.

4. MBE/WBE ADVISORY COMMITTEE REPORT

a. Monthly report from the Minority-Owned and Women-Owned Business Enterprise (MBE/WBE) and Small Business Advisory Committee regarding its activities and minority-owned and women-owned business enterprises issues.

Adrian Neely and Ed Lowenberg, Chair and Vice Chair of the MBE/WBE Advisory Committee - updated the Subcommittee on the February and March 2010 meetings.

Council Member Shade joined the dais.

The committee requested to add Simon Property Group regarding minority participation on the Domain Project to the April agenda.

5. NEW BUSINESS

Update from Public Works regarding Commodity Code and Trade Summary Improvements. (HANDOUT)

Keri Juarez, Project Manager, Public Works- updated the committee on the trade summary review process, on improvements that have already been made, and also on upcoming improvements.

Mayor Pro Tem Martinez requested that commodity codes be broken down by the number of certified firms in each by ethnicity.

Ms. Juarez said this information will be provided to the Committee.

Council Member Shade asked if it would make more sense to use only 5-digit codes.

Ms. Juarez said she would look into it.

6. STAFF BRIEFINGS

a. Update on improvements at the Small and Minority Business Resources (SMBR) Department regarding programs, processes, technology, organizational changes and related items. (HAND-OUT)

Veronica Briseño Lara, Acting Director, SMBR presented the subcommittee with a handout outlining updates at SMBR.

7. ADJOURNMENT - The meeting was adjourned by Mayor Pro Tem Martinez at 4:48 p.m.