



**Construction Advisory Committee  
MINUTES**

**REGULAR MEETING  
Tuesday, August 21, 2012**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, August 21, 2012  
City Hall, 301 W. 2<sup>nd</sup> Street, Council Chambers, Austin, Texas**

**Vice-Chairman Hurst called the Board Meeting to order at 10:10 a.m.**

**Board Members in Attendance:**

Eddie Hurst – Vice-Chair  
Robert Drake  
Suzanne Litz  
Calvin Williams

**Staff in Attendance:**

Howard Lazarus, Director – Public Works Department  
Jeannette Gilpin, Executive Assistant – Public Works Department  
Rosie Truelove, Director – Contract Management Department  
Rolando Fernandez, Assistant Director – Contract Management Department  
Frank Mays, Division Manager – Contract Management Department  
Barbara Kuhl, Division Manager – Contract Management Department

**1. CITIZEN COMMUNICATION: GENERAL**

None

**2. APPROVAL OF MINUTES**

Minutes from the meeting of 6/19/12 were approved by board member Drake's motion, member Litz seconded on a 4-0 vote.

**3. DIRECTOR'S REPORT**

- a. Public Works Director Howard Lazarus presented the Director's Report of current and future projects and achievements. Mr. Hurst asked what the Green Lane Project entails. Mr. Lazarus responded that it a funded effort to increase the number of separated and protected bike lanes for safety and increase use. Mr. Williams asked what the main function of the Waller Creek Tunnel is. Mr. Lazarus stated that it is a flood control and

drainage project. Mr. Lazarus proceeded to show the new PSA for safe driving in construction work zones. Mr. Williams asked where the PSA was showing and Ms. Litz commented that she like the PSA. Mr. Hurst commented that the production value of the PSA was good and he liked it as well.

#### **4. OLD BUSINESS**

- a. Rolando Fernandez with CMD presented the recently implemented changes on the Qualifications Based Selection process for Professional Services Procurements. Mr. Hurst asked if there was community input and Mr. Fernandez replied that there was through solicited feedback and debriefs with consultants. Mr. Williams asked what if they do not meet the qualifications. Mr. Fernandez replied that SMBR establishes if they are making a good faith effort according to their evaluation process. Mr. Hurst asked if opportunities exist for new businesses to join, seeing how they do not have a history with the City. Mr. Fernandez said that that is covered in the evaluation process for new businesses. Mr. Williams asked at what point does a consultant get disqualified in the process. Mr. Fernandez replied that there are go/no go points in item 1 & 2. Mr. Hurst asked if the forms have to be in the City format. Mr. Fernandez said they have are required to turn in City forms with an exception for attaching pictures. Mr. Williams asked how firms are selected from the rotation list. Mr. Fernandez said that there is equity in distribution of assignments. Mr. Williams asked how do firms that have not worked for the City get evaluated for past City experience. Mr. Fernandez responded that those firms will get the average score of the other scope-specific firms, good or bad. Mr. Hurst asked if the primes have to give 30% to subcontractors. Mr. Fernandez responded no, they would not.
- b. CMD presented an update on Small Business Construction Program. Mr. Hurst asked if there was a local business preference in the selection process for construction projects. Mr. Fernandez replied that there is no such consideration in the process. Mr. Williams asked for CMD to specify the goal of this program. Mr. Fernandez responded that based on State statue the program is to provide small amount contracts to small businesses. These businesses have typically been working as subs on contracts and this program helps them build their resume to become prime contractors. Mr. Williams asked if the program is going to be evaluated. Ms. Truelove replied that she could have an evaluation report for the October meeting.

#### **5. FUTURE AGENDA ITEMS**

- a. Review Work Plan

#### **6. NEXT MEETING (September 18, 2012)**

#### **7. ADJOURN**

*Meeting was adjourned at 11:30 a.m. by Vice-Chair Hurst.*