



**Construction Advisory Committee  
MINUTES**

**REGULAR MEETING  
Tuesday, September 17, 2013**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, September 17, 2013  
One Texas Center, 505 Barton Springs Road, Public Works Director's Conference Room, 13<sup>th</sup> Floor.**

**Current Board Members**

☐ P ☐ Martin A. Prisant – Chair  
☐ P ☐ Suzanne Litz  
☐ A ☐ Jason Cato  
☐ P ☐ Howard Lazarus – Ex-Officio Member

☐ P ☐ Calvin Williams – Vice Chair  
☐ A ☐ Shane Smith  
☐ P ☐ Robert Drake  
☐ P ☐ Carson Fisk

**City Staff in Attendance:**

Howard Lazarus, Director – Public Works Department  
Rolando Fernandez, Assistant Director – Contract Management Department  
Lucy Bonee, Executive Assistant – Public Works Department  
Barbara Kuhl, Division Manager – Contract Management Department  
Frank Mays, Division Manager – Contract Management Department  
Rick Wilson, Program Consultant – Contract Management Department  
Garrett Cox, Contract Relations Consultant – Contract Management Department

**Chair Prisant called the Board Meeting to order at 10:02 a.m.**

**1. CITIZEN COMMUNICATION: GENERAL – None**

**2. APPROVAL OF MINUTES**

Minutes from the meeting of 8/20/13 were approved by member Litz, Vice Chair Williams seconded on a 5-0 vote.

**3. DIRECTOR'S REPORT-**

Howard Lazarus, Public Works Director gave a verbal update to the Committee on the recent approved Budget and also highlighted the projects for Public Works. Mr. Lazarus informed the members that he is preparing a presentation on "Managed Competition" for the October 15, 2103 meeting.

#### **4. NEW BUSINESS**

- a. *Work Plan Item 2E – Investigation Process Presentation – CMD (15)*  
Garrett Cox, Contract Relations Consultant, CMD made a presentation to the committee on Prevailing Wage Compliance. Member Fisk requested an electronic copy of the presentation. Staff Liaison, Lucy Bonee will forward the presentation to the committee.

#### **5. OLD BUSINESS**

- a. *Standing Agenda Item – Update of Contractors Evaluation Worksheet – CMD*  
Rick Wilson, Program Consultant, CMD updated the Committee on the Contractor Performance Evaluation process. Rick informed the committee that the process has been delayed and presented an updated timeline to the committee. Mr. Wilson is planning to give the committee a status update soon. The committee shared their concerns with the schedule delays and also thanked Mr. Wilson for all of his hard work and efforts.

#### **6. FUTURE AGENDA ITEMS**

- a. *Committee to request future agenda items*  
Several agenda items were requested by the members. Staff Liaison, Lucy Bonee recorded the requests and will work with Chair Prisant on preparing a draft agenda for the October 15, 2013 meeting.
- b. *Committee to update Work Plan*  
Chair Prisant requested 15 minutes on the October 15, 2013 agenda to develop a new work plan.
- c. *Staff clarification of minutes*

#### **7. NEXT MEETING (October 15, 2013)**

#### **8. ADJOURN**

*Meeting was adjourned at 11:20 a.m. by Member Litz.*