



**Construction Advisory Committee
MINUTES**

**REGULAR MEETING
Tuesday, November 19, 2013**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, November 19, 2013
One Texas Center, 505 Barton Springs Road, Public Works Director's Conference Room, 13th 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 ☐ Robert Drake
☐ P ☐ Carson Fisk

City Staff in Attendance:

Rolando Fernandez, Assistant Director – Contract Management Department
Lucy Bonee, Executive Assistant – Public Works Department
Frank Mays, Division Manager – Contract Management Department
Barbara Kuhn, Division Manager – Contract Management Department
Mark Walsh, Supervisor – Financial Services Division
Cynthia Gonzales, Contract Compliance Manager - Financial Services Division
Rick Wilson, Program Consultant – Contract Management Department

Chair Prisant called the Board Meeting to order at 10:15 a.m.

- 1. CITIZEN COMMUNICATION: GENERAL** – Phil Thoden, President, Associated General Contractors attended the meeting; however he did not address the committee.
- 2. APPROVAL OF MINUTES**
Minutes from the meeting of 10/15/2013 were approved by Member Litz and Member Fisk seconded on a 4-0 vote.
- 3. DIRECTOR'S REPORT**
Howard Lazarus, Director gave an update on the Halloween flood recovery efforts. Mr. Lazarus also delivered a presentation on Managed Competition. The presentation was a brief overview of the Managed Competition process.

4. NEW BUSINESS

a. Presentation on the City's Process for Probation, Suspension, and Debarment – FSD

Cynthia Gonzales, Contract Compliance Manager presented an overview on the City's probation, suspension and debarment process. The Committee would like to receive a list of suspensions on a quarterly basis.

b. Adopt 2014 Schedule

Member Litz motioned to adopt the proposed 2014 schedule and Member Fisk seconded.

c. Elect Officers

Member Litz motioned to re-elect Martin Prisant as Chair and Vice-Chair Williams seconded. Chair Prisant motioned to re-elect Calvin Williams as Vice-Chair and Member Fisk seconded.

d. Committee to update the Work Plan

The committee reviewed the 2013 work plan and discussed the proposed 2014 work plan. Chair Prisant stated that the Committee welcomed any input on the 2014 work plan from Mr. Lazarus, Director and Mr. Fernandez, Assistant Director. Mr. Lazarus and Mr. Fernandez agreed to work with Lucy Bonee, Staff Liaison to review and make recommendations to the 2014 work plan. Lucy Bonee, Staff Liaison will email the revised 2014 work plan to the committee for further review.

5. OLD BUSINESS

a. Standing Agenda Item – Update of Contractors Evaluation Worksheet – CMD

Mark Walsh, Financial Services and Rick Wilson, CMD gave a brief update to the committee and informed the committee that the rules are posted externally for comments and feedback. Mr. Wilson expressed that progress is being made and he will continue to update the committee.

6. FUTURE AGENDA ITEMS

a. Committee to request future agenda items

b. Committee to update Work Plan

c. Staff clarification of minutes

7. NEXT MEETING (December 17, 2013)

8. ADJOURN

Meeting was adjourned at 11:19 a.m. by Member Litz.