



Approved 1.2.13

**MBE/WBE and Small Business Advisory Committee
Minutes**

**Regular Meeting
Tuesday, December 4, 2012**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, December 4, 2012 at 301 W. 2nd Street Room 1024 in Austin, Texas.

CALL TO ORDER

Chair, Mr. Ed Lowenberg called the Board Meeting to order at 5:40p.m.

Board Members in attendance were Ed Lowenberg, Anne Harutunian, Barbra Boeta, Andy Ramirez and Regina Adams.

1. APPROVAL OF MINUTES

The Committee approved the October 2, 2012 regular meeting on a motion by Ms. Adams and seconded by Mr. Ramirez. Motion passed 5-0.

2. CITIZEN COMMUNICATION

Ms. Paul Saldana, US Hispanic Contractors Association (USHCA) expressed Committee's support of the creation of a city program to mitigate the impact of new economic incentives policy requiring a mandatory wage floor on construction projects related to Third Party Agreements.

The Committee instructed staff to add the item to the January 2013 agenda.

3. OLD BUSINESS

Item 3a. Update on procurement opportunities on the Circuit of Americas (COTA) project.

Ms. Cloteal Haynes and Mr. Yeagy of Austin Commercial provided the Committee with an update on minority participation on the Formula One project. All goals were met on the project except the WBE goal fell short by 1.41%.

Citizen's Communication

Ms. Carol Hadnot, ABCA expressed concerns regarding low participation for African-American certified firms, work not materializing and reporting errors.

Mr. Paul Saldana, USHCA informed the Committee that Austin Commercial will be subject to the Third Party Agreement for any improvements made on the post-project completion.

Item 3b. Update from the Weatherization Committee regarding the Home Energy Assistance Program (HEAP) solicitation.

Mr. Edward Campos, Division Manager, Contract Management Department (CMD) provided an update to the Committee regarding the Home Energy Assistance Program (HEAP). He reported that the solicitation is in the no contact period and provided information regarding the upcoming pre-bid meetings scheduled.

Item 3c. Update from City staff regarding the Pickfair Recreation Center ADA & Parks Improvement and Conley-Guerrero Senior Activity Center Renovations (Rebid) project contracting issues.

Ms. Kim McNeeley, Director, Parks and Recreation Department (PARC) and Mr. Rey Hernandez, Project Manager, PARC reported the City made a payment to T-N-G's Construction based on all information provided in regards to the Pickfair Recreation Center project.

Citizen's Communication

Mr. Juan Oyervides stated he disagrees with the payment resolution and requested the Committee ask the Council Committee to pay in full to avoid possible litigation.

Mr. Paul Saldana stated that the prime contractor, G. Hyatt was issued a violation but are not being held accountable for payments to T-N-G Construction.

Mr. Ramirez motioned that staff have the City Auditor review the Pickfair contract as it related to work performed, the dispute and payment made to T-N-G Construction. Motion second by Ms. Adams and passed 4-0.

4. NEW BUSINESS

Item 4a. Update from Public Works Department staff regarding the Commodity Code Crosswalk process and its progress.

Ms. Robin Camp, Project Manager, Public Works briefed the Committee on the Commodity Code Crosswalk project. They are currently establishing standardized and methodical processes for commodity codes and solicited community input.

Citizen's Communication

Ms. Carol Hadnot, ABCA stated that she was unable to attend the community outreach event due to Formula One's traffic block issue.

The Committee requested that there be another outreach event to hear communities input.

Ms. Camp agreed and will inform the Committee of those dates.

Item 4b. Presentation from SMBR staff regarding certification guidelines.

The Committee lost quorum so this item was postponed until the January 2013 meeting.

Item 4c. Discuss possible MBE/WBE Procurement Program Ordinance and Rule changes.

The Committee lost quorum so this item was postponed until the January 2013 meeting.

Item 4d. Discuss and take action on adopting a regular meeting schedule for 2013 calendar year.

The Committee passed a motion to approve the 2013 regular meeting schedule 4-0 before losing quorum.

5. STAFF REPORTS

Item 5a. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding the Small Business Construction Program (SBCP).

The monthly report from SMBR regarding the SBCP was not considered.

Item 5b. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding Request for Changes.

The monthly report from SMBR regarding Request for Changes was not considered.

Item 5c. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding Council Awards.

The monthly report from SMBR regarding Council Awards was not considered.

6. AGENDA ITEMS

- Discussion regarding support for the creation of a City program to mitigate the impacts of the new economic incentives policy in regards to mandatory wage floor on construction projects related to Third Party Agreements.
- Presentation from SMBR staff regarding certification guidelines.
- Discuss possible MBE/WBE Procurement Program Ordinance and Rule changes.

7. ADJOURNMENT

The meeting was adjourned at 7:07 p.m. on a motion by Mr. Lowenberg.

DRAFT