



**Construction Advisory Committee
MINUTES**

**REGULAR MEETING
Tuesday, April 19, 2013**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, April 19, 2013
One Texas Center, 505 Barton Springs Road, Public Works Director's Conference Room, 13th Floor**

Chair Prisant called the Board Meeting to order at 10:00 a.m.

Board Members in Attendance:

Martin A. Prisant - Chair
Calvin Williams – Vice-Chair
Robert Drake
Carson Fisk
Suzanne Litz

City Staff in Attendance:

Keri Juarez, Assistant Director – Public Works Department
Jeannette Gilpin, Executive Assistant – Public Works Department
Edward Campos, Division Manager – Contract Management Department
Barbara Kuhl, Division Manager – Contract Management Department
Frank Mays, Division Manager – Contract Management Department

1. CITIZEN COMMUNICATION: GENERAL - None

2. APPROVAL OF MINUTES

Minutes from the meeting of 3/19/12 were approved by board member Drake's motion, member Litz seconded on a 5-0 vote.

3. DIRECTOR'S REPORT- Keri Juarez let the committee know that the New Library groundbreaking is on May 30th at 11:00 am. Bike week is the last week in May and Public Works has events planned through the Neighborhood Connectivity Division.

4. NEW BUSINESS

- a. Assistant Director Keri Juarez presented the Financial Forecast for Committee input. Mr. Williams asked about the City's green initiative in the way of fleet vehicles and fuel. Ms. Juarez replied that PWD is transitioning to hybrid vehicles and that a speaker from Fleet Services could come to the next meeting and speak on the topic. Mr. Williams asked if there have been any major changes in types of materials used in street maintenance. Ms. Juarez replied that Fog Seal is used more because it is an effective product at a cheaper price. The size of the

aggregate used in Seal Coat has been changed to a smaller size due to public complaint and it has been well received. Mr. Prisant asked who is responsible for traffic lights. Ms. Juarez responded that Austin Transportation Department is responsible for traffic lights. Mr. Williams was surprised that Crossing Guards are part of Public Works. Ms. Juarez stated it is a good program that interacts well with the public and communities. Mr. Williams asked how well known is it that Child Safety belongs to Public Works. Ms. Juarez replied that is not a well-known fact.

5. OLD BUSINESS

- b. Barbara Kuhl from Contract Management Department gave a verbal JOC Update. Chair Prisant asked for a copy of the presentation for the committee. Ms. Kuhl stated that the focus of the program is to increase the number of work assignments and to maximize the certified subcontractor participation. On April 4th CMD and SMBR hosted a JOC outreach event. Its purpose was to introduce prospective subcontractors to JOC contractors and to explain how the JOC program works. There were approximately 50 subcontractors that participated. At this time one the 2013 JOC contract there is one JOC assignment with seven assignments pending. Chair Prisant asked how many of the 300+ contracts fall under JOC and the advantage of the JOC program versus the standard bid contract. Mr. Campos evaluates the contract for JOC eligibility. Mr. Prisant asked if the committee could be provided that data and process. Mr. Campos will provide that process at a future meeting. Mr. Prisant asked if the JOC process was useful. Ms. Kuhl replied that yes, the process is useful. Ms. Litz asked how the subcontractors were invited to the informational meeting. Ms. Kuhl replied that SMBR did the outreach. Ms. Litz commented that it sounded like a good turnout. Mr. Prisant asked if when certifying the contractors for the bid process, they are also evaluated for the OSHA 10/30 certification. Mr. Campos responded that part of the review for the procurement process is to verify their safety documents including OSHA 10/30 before evaluation for the JOC program. Mr. Williams asked how many sites are evaluated for OSHA certification. Mr. Mays replied that all job sites are visited and evaluated.
- c. Barbara Kuhl also gave an update of the Contractors Evaluation Worksheet. She relayed that the form is still with Purchasing and Legal for their approvals.

6. FUTURE AGENDA ITEMS

- a. Committee discussed the Wage Discrepancies report provided by CMD to develop an agenda item. Mr. Prisant asked if CMD could develop a tool to deal with repeat offenders. Ms. Litz asked about a large discrepancy on the report. Mr. Mays replied that the Prime Contractor was helpful in resolving the issues of misclassification.
- b. Mr. Williams would like to discuss subcontractors getting paid by the general contractors. What are the programs in place and how they can be improved? Also, how does DSMBR certify subcontractors as minority?

7. NEXT MEETING (May 21, 2013)

8. ADJOURN

Meeting was adjourned at 10:50 a.m. by Chair Prisant.