



**Construction Advisory Committee  
MINUTES**

**REGULAR MEETING  
Tuesday, January 21, 2014**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, January 21, 2014  
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  
☐ P ☐ Jason Cato  
☐ P ☐ Howard Lazarus – Ex-Officio Member

☐ A ☐ Calvin Williams – Vice Chair  
☐ A ☐ Robert Drake  
☐ P ☐ Carson Fisk  
☐ P ☐ Thomas Dodd

**City Staff in Attendance:**

James Snow, Assistant Director – Public Works  
Rolando Fernandez, Assistant Director – Contract Management Department  
Cynthia Gonzales, Division Manager – Contract Management Department  
Barbara Kuhl, Division Manager – Contract Management Department  
Rick Wilson, Program Consultant – Contract Management Department  
Lucy Bonee, Executive Assistant – Public Works Department

**Chair Prisant called the Board Meeting to order at 10:01 a.m.**

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

**2. APPROVAL OF MINUTES**

Minutes from the meeting of 12/17/2013 were approved by Chair Prisant and Member Carson seconded on a 4-0 vote.

**3. DIRECTOR'S REPORT**

Howard Lazarus, Director gave the committee a brief update on the current events for Public Works.

**4. NEW BUSINESS**

*a. Personnel Update - CMD*

Rolando Fernandez, CMD presented Cynthia Gonzales, CMD to the committee. Cynthia is the new Contract Manager for CMD.

*b. Civic Website Presentation*

James Snow, Public Works gave a presentation on the City of Austin's new CIVIC website. Mr. Snow walked the committee through the website and explained the various tools available through the website.

**5. OLD BUSINESS**

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

Rick Wilson, Contract Management, reported that CMD is waiting for the City Attorney to approve the rules and anticipates that the approval will come soon. Once the rules are approved, CMD will move toward the implementation stage. Mr. Wilson will continue to update the committee.

**6. FUTURE AGENDA ITEMS**

*a. Committee to request future agenda items*

The committee reviewed and discussed the 2014 Work plan. Chair Prisant approved the 2013 Annual Report and asked that Lucy Bonee, Staff Liaison submit the Annual Report and the 2013 Work plan to the City Clerk's office.

**7. NEXT MEETING** (February 18, 2014)

**8. ADJOURN**

*Meeting was adjourned at 10:55 a.m. by Member Litz.*