



**Construction Advisory Committee
MINUTES**

**REGULAR MEETING
Tuesday, February 18, 2014**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, February 18, 2014
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
☐ P ☐ Jason Cato
☐ P ☐ Howard Lazarus – Ex-Officio Member

☐ P ☐ Calvin Williams – Vice Chair (arrived late)
☐ A ☐ Robert Drake
☐ P ☐ Carson Fisk
☐ P ☐ Thomas Dodd (arrived late)

City Staff in Attendance:

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 10:05 a.m.

1. CITIZEN COMMUNICATION: GENERAL – none

2. APPROVAL OF MINUTES

Minutes from the meeting of 1/21/2014 were approved by Member Litz and Member Fisk seconded on a 4-0 vote.

3. DIRECTOR'S REPORT

Howard Lazarus, Director updated the committee on the current events, upcoming events and the work in progress for Public Works.

4. NEW BUSINESS

a. *Collateral Pool Program – CMD & SMBR (20)*

This item was postponed to March 18, 2014; however a copy of the presentation was handed out to the committee for review.

5. OLD BUSINESS

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

Rick Wilson, Contract Management, informed the committee that the rules were adopted on January 31, 2014 and the implementation roll-out occurred on 2/14/2014. Chair Prisant requested additional information on the Contractor Performance Evaluation criteria. Mr. Willson informed the Chair that the information was available on-line and also stated that he would send the link to the Staff Liaison, Lucy Bonee for distribution to the Committee.

6. FUTURE AGENDA ITEMS

a. *Committee to request future agenda items*

The committee requested future agenda items and postponed some of the March agenda items to April 15, 2014.

7. NEXT MEETING (April 15, 2014)

8. ADJOURN

Meeting was motioned to adjourn at 11:12 a.m. by Member Litz; Member Cato seconded.