



**MBE/WBE and Small Business Enterprise
Procurement Program Advisory Committee Meeting Minutes**

**Regular Meeting
Tuesday, April 5, 2016**

The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, April 5, 2016 at 301 W. 2nd Street, Boards & Commission Room 1101, in Austin, Texas.

Chair Eliza May called the Board Meeting to order at 5:40 p.m.

Board Members in Attendance:

Eliza May, Regina Adams, Barbra Boeta, Marjorie Burciaga, Schiller Liao, Mark Madrid, Reginald Worlds

1. APPROVAL OF MINUTES

The minutes for the regular meeting of March 1, 2016 were approved on Committee Member Boeta’s motion, seconded by Committee Member Worlds, on a 6-0 vote. Committee Member Liao was not present.

2. CITIZEN COMMUNICATION: GENERAL

There were no speakers signed for Citizen Communication.

3. NEW BUSINESS

a. Presentation from Trammell Crow regarding compliance with the City’s Third Party Resolution (Resolution No. 20120112-058) and terms of their agreement with the City

Presentation was made by representatives of Trammell Crow.

The Committee requested Trammell return at the May meeting with representatives from Balfour Beatty and The Beck Group for an update on the Green Water Treatment Plant.

The Committee also requested an update on participation for Green Water Treatment Plant projects bid by City.

b. 2016 – 2017 Officer Elections

The Committee approved a recommendation to retain the existing officers, Eliza May as Chair and Reginald Worlds as Vice Chair, on Committee Member Burciaga’s motion, seconded by Committee Member Liao, on a 7-0 vote.

4. OLD BUSINESS

a. Update on Purchasing Office’s policies

Presentation was made by James Scarboro, Deputy Purchasing Officer, and Yolanda Miller, Deputy Purchasing Officer, Purchasing Officer.

The Committee requested the Purchasing Office return in six months with an update, particularly on the feedback received and any plans for implementation and contract unbundling, based upon the presentation.

- b. Legal risks associated with recommendations to Local Preference in Local Government Procurement update from Law Department
The Committee requested legislative history on Texas Local Government Code Chapter 271 including dollar amounts and date(s) of revision, and reports on contracts awarded locally.
- c. Discussion on the status of the Minority, Women and Veteran-Owned Business Enterprise (MBE/WBE and VBE) Disparity Study.
The Committee requested a summary of comments and feedback after the comment period closes on April 15, 2016.

5. STAFF BRIEFINGS

- a. Update from staff on the M/WBE Graduation Process
**Presentation was made by Elton Price, Certification Division Manager, SMBR.
No action taken.**
- b. Monthly report and update from SMBR regarding the 1) Council Awards; 2) Third Party Project; and 3) Request for Change (RFC) reports
**Reports were provided by Debra Dibble, Assistant Director, SMBR.
No actions taken.**

6. AGENDA ITEMS

- a. Trammell Crow with Balfour Beatty and The Beck Group for an update on the Green Water Treatment Plant.
- b. Present recommended ordinance revisions
- c. Adoption of bylaw amendment
- d. Discussions and recommendations on Local Preference in Local Government Procurement
- e. Staff briefings

7. ADJOURN

Chair May adjourned the meeting at 8:41 p.m. without objection.