



Annual Internal Review

This report covers the time period of 7/1/2017 to 6/30/2018

Construction Advisory Committee **(Official Name of Board or Commission)**

The Board/Commission mission statement (per the City Code) is:

Monitor enforcement of prevailing wage scales and job classifications on municipal construction contracts. Advise council and city manager regarding categories and specific projects of maintenance and construction work that should be accomplished by contract through competitive bidding processes instead of by use of City personnel and equipment. Review implementation of state laws, Charter, ordinances and council policies relating to the award of construction contracts and purchase or rental of construction equipment materials and services, including advertising policies, specifications and lease purchase agreements. Advise council and city manager on other construction matters affecting the quality, cost and improvement of City construction programs. See Section 2-1-128 of the City Code for additional duties.

- 1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

(Reference all reports, recommendations, letters or resolutions presented to the City Council on mission-specific issues. If some of the elements of the mission statement were not acted on by the board in the past year, the report should explain why no action was taken.)

The board's actions supporting its mission are set forth in the attached work plan.

2. Determine if the board's actions throughout the year comply with the mission statement.

(If any of the board's actions were outside the scope of the mission statement, the report should explain the non-compliance issues.)

Yes—the board's actions throughout the year comply with the mission statement.

3. List the board's goals and objectives for the new calendar year.

(Make sure the goals and objectives fall within the mission statement of the board/commission.)

The board's goals and objectives for the new calendar year are set forth in the attached work plan.

Construction Advisory Committee Workplan
2017 - 2018

1. Re-Occurring Reports/Presentations						
Item	Department Lead	Occurrence	Delivery Method	Notes	Follow-up Action Items	Status
Prevailing Wage Reports: 1. VCAPs on active Jobs: 2. Wage Audits 3. Site Observations	Capital Contracting Office	Monthly	Email			
Contractor Evaluation Program Update	Capital Contracting Office	Quarterly	Presentation- Marisol Claudio-Ehalt	Next Update due in March June 2018	Update provided in October 2016 Update provided in February 2017 Update provided in April 2017 Update provided in August 2017 Update provided March 2018	

Future Construction Projects Report	Public Works	Monthly	Email			
Rest Break Ordinance Program Update	Austin Code	Quarterly	Presentation	Next Update due in June 2018	Update provided in Nov 2016 Update provided in April 2017 Update provided in August 2017 Update provided March 2018	
PWD Budget Process	Public Works	Quarterly	Presentation	Next update in April 2018 April 2018 May 2018	January- Business Plan Overview April- Financial Forecast July- Budget update September- Budget update	Completed 8/15/17
2016 Mobility Bond Update	Public Works	Semi-Annual	Presentation	Commencing April 2018		

Legend: Grey – Completed

2. Discussion/Presentation						
Date	Item	Department Lead	Notes	Follow-up Action Items	Completed Date	Status
April 2017	Mobility Bond Discussion	Committee Members			Resolution was approved 8-0 on June 20, 2017. Resolution was emailed on June 22, 2017.	
April 2017	Capital Contracting Office Comparison to the Better Builder Program	Capital Contracting Office			Completed 4/2017	
June 2017	Job Classification Discussion	Committee		Next discussion will be in September 2017	Completed	
June 2017	Wage Classification Discussion	Committee			Completed	
June 2017	Prevailing Wage Discussion, Hyatt Hotel	Committee		Next update from CCO in August	Completed	

April 2018	Workplan Worksession	Committee				
November 2017	COA plan to implement OSHA certification requirements and monitoring process	Public Works		Completed 11/2017		
September 2017	Compliance with Development Ordinance (380 Agreements) requirements and performance measures	Economic Development Department		Completed 9/19/2017		
September 2017	Process for Job Classification Requests	Capital Contracting Office		Completed		
March 2018	Formation of Working Groups Discussion	Committee				
September 2017	Presentation on Permitting Process, including Implementation of Recent Changes (i.e., Expedited Permitting) and Customer Feedback	Development Services Department		Completed 9/19/2017		Rodney Gonzales

November 2017	Presentation on Process for and Purpose of Registration of Subcontractors	Capital Contracting Office				
March 2018	Presentation on Bonding Process and Assistance Programs	Small and Minority Business Resources Department				
December 2017	Presentation on Prevailing Wage / VCAP Process	Capital Contracting Office		Completed		
				Was not held		
TBD	Presentation on Usage/Process and Successes/Challenges of Expedited Permitting					
TBD	Presentation on Corridor Plan	Corridor Program Office				