



## **Annual Internal Review**

**This report covers the time period of 7/1/2018 to 6/30/2019**

### **Construction Advisory Committee**

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

CONSTRUCTION ADVISORY COMPLETED COMMITTEE WORK PLAN 7/1/2018-06/30/2019

Presentation	Department	Presenter	Proposed Presentation Date	Actual Presentation Date	Recurrence	Note
Contractor Evaluation Program	CCO	Rolando Fernandez/Marisol Claudio-Ehalt/ Melissa Pool/ Felicia Shaw	8/2018	8/2018	Quarterly	
			3/2019	3/2019		
			6/2019	-		
Prevailing Wage and Compliance	CCO	Rick Wilson/ Aiden Cohen	2/2019	11/2018	Quarterly	
			4/2019	3/2019		
Rest Break Ordinance Program Update	Code	Jose Roig Zayas/ Matthew Noriega/Willis Adams	9/2018	9/2018	Quarterly	
			1/2019	1/2019		
			4/2019	4/2019		
Expedited Permitting Process	DSD	Brenda De La Garza	8/2018	8/2018	Semi-annually	
Suspension and Debarment	CCO	Rolando Fernandez	2/2019	3/2019	Annually	
Construction Training Program	CCO	Cynthia Gonzales	5/2019	6/2019	Singular	
Working with Small and Minority Business Enterprises	SMBR	Tamela Saldana	6/2019	6/2019	Singular	