

Minutes of the Construction Contracting Committee
Dallas Alliance for Business Development
August 19, 2002
10:00 a.m.

In attendance:

Bob Johnson, City of Dallas

Michelle Smithen, City of Dallas

Syed Raza, Dallas Housing Authority

Terry Cassidy, DFW Airport

Kim Baker, DFW Airport

Felix Galan, DFW Airport

I. The following action items were discussed:

A. Construction Plan Room Proposal

The concept of providing construction plan rooms was discussed. The overall concern to the committee members was the cost of supplying such rooms, but there was agreement that the concept could be further explored, if such direction came from the CEO Roundtable on August 30, 2002.

B. DABD Website (www.dcccd.edu/dabd)

Committee would like to post a list of construction projects planned for the next fiscal year on the website. The project name and/or brief description as well as contact information for each project should be included. If possible, the planned quarter in which project is to be placed out for bid should also be included. Other information such as dollar amount of project can also be included at the discretion of the entity. A disclaimer will be put on the site indicating that the projects are planned projects and that official bidding may or may not occur in the timeframe indicated on the website. **Committee members agreed to have this information to Michelle Smithen by Tuesday, August 20 by 5:30 p.m. The timeframe is important to ensure information is on the site for the CEO Roundtable.**

The second phase of the construction site will include posting links to the actual bid advertisements. Bob Johnson pointed out that due to addendums, this might be more complicated than it first appears. The committee will need to work with a technical person to accomplish this phase and ensure that inconsistent information is not posted i.e. all addendums are captured on the website.

C. Committee's participation in the planned "Super Fair"

It was agreed that the "Super Fair" could be a very beneficial tool for contractors. The committee discussed providing information and personnel to staff booths, and organizing education and training seminars to take place throughout the event. It was agreed that all construction contractor organizations would be invited to participate in the "Super Fair."

Bob Johnson suggested that members appoint staff to assist in the planning of the "Super Fair" and that these staff be brought to the next committee meeting to begin the planning stage. This sub-committee would be responsible for the planning and organizing the details of the event and would report back to the larger committee for approval. The next committee meeting will focus more on discussion of how to organize the planning of the committee's participation in the "Super Fair."