

Exhibit A

SPECIAL PROJECTS MANAGER - COMMUNITY VENUES

EXAMPLES OF WORK PERFORMED:

- Conduct or coordinate community forums as needed to advise the business community of opportunities for M/WBE and local business participation, including the various processes, timetables, etc. and serve as an advocate to foster and develop relationships for each partner/venue project.
- Develop a system and reporting mechanism to ensure detailed, timely and accurate information is provided for compliance monitoring on the applicable elements of the Blueprint, such as workforce and local hiring, M/WBE participation, contract award, etc. This task may include working with the City's owner's representative firm to develop a RFP/RFQ to retain a firm to conduct monitoring and compliance functions, such as site visits, reporting, under the guidance of this employee.
- Provide Blueprint progress reports to the Oversight Commission and City as requested.
- Work with the project director, architect, design consultants and construction manager(s) to identify at the earliest possible opportunity in the project cycles, strategies to maximize subcontracting and participation, such as unbundling of contracts to facilitate local small and MBE participation.
- Identify opportunities and encourage the venue partners and City contractor to utilize local minority financial institutions where feasible.
- Serve as the primary point of contact for M/WBE and local small businesses, local community-based organizations, interested in information and involvement in the community venues.
- Coordinate with the venue partners and City project director on development and execution of an appropriate dispute resolution process for matters involving M/WBE participation and contracting.
- Conduct community outreach to develop potential coalitions of agencies and faith
- Work with labor organizations to coordinate the provision of pre-apprenticeship and apprenticeship with the availability of a viable pool of candidates to participate in these programs.
- Work with the Project Director, City staff and venue partner on the development and application of a MCIP/CCIP (wrap-up insurance) program.
- Prepare and submit project budgets as requested.
- Coordinate the inter-faith community's involvement in the workforce employment and training program.

- Define and coordinate an effective structure to incorporate the community business assistance agencies, especially those currently funded by the City, as a provider of technical assistance to local M/WBEs in an efficient and effective manner. (One agency doing triage, etc.)
- Work and coordinate with City project director and Owner's Representative to ensure that the Venue Partners require their CM's to mentor and train local firms participating on their teams on various capacity building business practices, such as cash flow, scheduling, billing, overhead cost development distribution, estimating and allocation.