



## AGENDA MEMORANDUM

Corpus Christi Business and Job Development Meeting October 15, 2018

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**DATE:** October 3, 2018

**TO:** President and Honorable Board Members,  
Corpus Christi Business and Job Development Corporation

**THROUGH:** Keith Selman, Interim City Manager

**FROM:** Iain Vasey  
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Del Mar College Contract Resource Center (CRC)

**CAPTION:**

Discussion with possible action on a grant of \$133,000 for the Del Mar College for the Contract Resource Center (CRC).

**PURPOSE:**

The Board will get a brief on the CRC program that could further expand existing businesses in Corpus Christi and assist those same businesses to be more prepared and competitive for upcoming contracting opportunities both commercial and governmental.

**BACKGROUND AND FINDINGS:**

Del Mar College proposes to create/staff/support a specific technical assistance program with a Contractor Support focus. This Contractor Resource Center (CRC) will be housed with the SBDC and PTAC. All three programs will work in concert to address the specific needs of each client who seeks assistance from the center. The lead advisor for this program will have extensive experience with large industry qualification standards, processes and requirements. Services will be delivered primarily via one-on-one advising as so many of these topics and issues are going to be unique to each business and confidentiality will be paramount. The goal of this effort will be to prepare as many as possible of the local contractors to be viable business vendors for existing and upcoming large-industry opportunities. Nueces County has over 2,200 construction/manufacturing/oilfield service/transportation firms. A good portion of them are not currently organized to be qualified to do business with large firms. There is a LOT of potential to develop a strong, QUALIFIED base of support vendors. Many firms already have most of the pieces they need; they just need assistance with organizing, presenting and marketing themselves to be competitive. In addition to one-on-one advising, the Center will also organize and conduct training workshops on the more general topics to address the need for this information on a broader scale. The primary

goal of the CRC will be to prepare existing local companies to be qualified to meet the needs of industry. (See attached detail sheets for metrics and performance measures)

**ALTERNATIVES:**

The Board may choose to not fund this grant.

**OTHER CONSIDERATIONS:**

Not applicable

**CONFORMITY TO CITY POLICY:**

This is compliance of the Type A Guidelines and the Type A ballot language under job training.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Legal

**FINANCIAL IMPACT:**

Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$703,500		\$703,500
Encumbered / Expended Amount		\$703,500		\$703,500
This item		\$133,000		\$133,000
BALANCE		(133,000)		(133,000)

Fund: 1140 – Business and Job Development

**Comments:** Approval of this grant will require a budget amendment to the FY19 Small Business Projects Org to increase by \$133,000. The FY19 Unreserved balance for the Business & Job Development Fund 1140 is \$7,522,838. If approved by the Type A Board, this item will proceed to City Council for approval and operating budget amendment.

**RECOMMENDATION:**

The CCREDC Board of Directors recommends approval of this grant.

**LIST OF SUPPORTING DOCUMENTS:**

Letter – DMC  
Proposal – DMC  
Letter – CCREDC Board