



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of October 13, 2015  
Action Item for the City Council Meeting of October 20, 2015

**DATE:** September 22, 2015  
**TO:** Ronald L. Olson, City Manager  
**FROM:** Mike Culbertson, Chief Operating Officer  
Corpus Christi Regional Economic Development Corporation  
(361) 882-7448  
mculbertson@ccredc.com

Grant for Del Mar College Procurement Technical Assistance Program

### **CAPTION:**

Resolution to approve the Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College (Del Mar) to provide a grant up to \$37,500 for their Procurement Technical Assistance Center (PTAC) to assist small business and authorizing the City Manager, or designee, to execute a Project Support Agreement with the Corpus Christi Business and Job Development Corporation to administer the Small Business Incentives Agreement.

### **PURPOSE:**

The purpose of this item is to award a Business and Job Development Corporation ("Type A") Grant for Del Mar's PTAC program through a Small Business Incentives Agreement ("Agreement") for calendar year 2016.

### **BACKGROUND AND FINDINGS:**

PTAC is located at the Del Mar College - Center for Economic Development. PTAC counsels small businesses in the area of government procurement. PTAC educates these businesses on the requirements of government procurement, helps them get certified to qualify to bid on contracts, and gives them access to a portal to find these contracts. PTAC was instrumental in working with Corpus Christi Army Depot (CCAD) to engage small tool and die shops to bid on specialty tool orders from CCAD. PTAC is asking for \$37,500 to maintain funding of a full-time position to help in the PTAC planning room.

PTAC has been awarded \$37,500 in Type A Funding annually, since 2013. During this time PTAC has helped over 276 companies. These companies have been awarded \$21,904,800 in orders and they have also added 125 fulltime employees.

### **ALTERNATIVES:**

The Council may choose to not fund the program or fund it at a lower amount.

### **OTHER CONSIDERATIONS:**

- Recommended for Approval by the CCREDC Board on August 13, 2015.

- Approved by Type A Board on September 21, 2015.

**CONFORMITY TO CITY POLICY:**

This project is consistent with the City's stated goals of promoting economic development and helping small businesses thrive in Corpus Christi.

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency

**DEPARTMENTAL CLEARANCES:**

**FINANCIAL IMPACT:**

- Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2015-2016</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		37,500		37,500
Encumbered / Expended Amount				
This item		37,500		37,500
BALANCE		0		0

Fund: Type A Fund

**Comments:** This item was approved in the Type A Small Business Projects budget for FY 2016.

**RECOMMENDATION:**

Staff recommends approval of a grant of \$37,500 for PTAC for the calendar year 2016.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution & Agreement – Del Mar PTAC Grant