



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 9, 2014  
Action Item for the City Council Meeting of December 16, 2014

**DATE:** November 18, 2014  
**TO:** Ronald L. Olson, City Manager  
**FROM:** Mike Culbertson  
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### Type A Grant for Del Mar College's Procurement Technical Assistance Center (PTAC) for 2015

#### **CAPTION:**

Resolution Approving a Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College Procurement Technical Assistance Center (PTAC) to provide grant up to \$37,500 to assist small businesses 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 PTAC Small Business Incentives Agreement.

#### **PURPOSE:**

Approve a Type A Grant for PTAC to assist small businesses through technical assistance for Calendar Year 2015

#### **BACKGROUND AND FINDINGS:**

PTAC is located at the Del Mar College campus on Staples inside of the Small Business Development Center. PTAC has been counseling 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 CCAD to engage small tool and die shops to bid on specialty tool orders from CCAD. PTAC is asking for \$37,500 to hire a full-time person to help in the PTAC planning room.

PTAC has been funded for \$37,500 for the calendar year 2014 and the Board included PTAC funding in their 2015 budget. The Board has funded PTAC since 2012. During that time PTAC has helped 276 companies. These companies have been awarded \$21,904,800 in orders and they have also added 125 fulltime employees.

#### **ALTERNATIVES:**

The help that they provide is not available anywhere else. The Council may choose to not fund the program or fund it at a different amount.

#### **OTHER CONSIDERATIONS:**

Not applicable.

**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: 2014-2015</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 1140

**Comments:** Council approved the Type A budget for 2014-2015

**RECOMMENDATION:**

Staff recommends that the City Council authorize the City Manager to enter into a Type A agreement with PTAC

**LIST OF SUPPORTING DOCUMENTS:**

Resolution  
Small Business Incentive Agreement PTAC  
Business Support Agreement