



AGENDA MEMORANDUM

Corpus Christi Business and Job Development Meeting September 17, 2018

DATE: September 4, 2018

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

THROUGH: Keith Selman, Interim City Manager

FROM: Mike Culbertson, COO
Corpus Christi Regional Economic Development Corporation
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Grant for Del Mar College Procurement Technical Assistance Center (PTAC)
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CAPTION:

Motion authorizing Renewal No. 1 of the Small Business Incentive agreement with Del Mar College's Procurement Technical Assistance Center in the amount of \$99,500 from January 1, 2019 through December 31, 2019.

PURPOSE:

Type A Grant for Del Mar College's Procurement Technical Assistance Center (PTAC) for Small Business Assistance

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 \$99,500 to hire a full-time person to help in the PTAC planning room. The Board approved the Small Business Assistance budget in June that included this program.

The Board has funded PTAC since 2012. During that time PTAC has helped almost 300 companies. These companies have been awarded \$35,691,723 in orders and they have also added 190 fulltime employees. In the past year owners helped were awarded over 425 million in government procurement contracts.

ALTERNATIVES:

The Board 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

Fiscal Year: 2018-2019	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget			99,500	99,500
Encumbered / Expended Amount				
This item			99,500	99,500
BALANCE			0	0

Fund: 1140 Type A Small Projects

RECOMMENDATION:

Staff recommends approval of a grant of \$99,500 for PTAC for the calendar year 2019.

LIST OF SUPPORTING DOCUMENTS:

Letter Requesting Renewal of Program

Small Business Incentive Agreement – PTAC Assistance Program