



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of November 13, 2018  
Action Item for the City Council Meeting of November 27, 2018

**DATE:** October 17, 2018  
**TO:** Keith Selman, Interim City Manager  
**FROM:** Mike Culbertson  
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### **Renewal of a Type A Grant Del Mar PTAC Program**

#### **CAPTION:**

Resolution approving the renewal of the Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College to provide a grant up to \$99,500 for their Procurement Technical Assistance Center.

#### **PURPOSE:**

Approve a Type A Grant for Del Mar for their Procurement Technical Assistance Center (PTAC) program for calendar year 2019

#### **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.

PTAC has been funded since 2014. 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.

The Board of Directors of the Corpus Christi regional Economic Development Corporation recommended approval during their September 11, 2018 meeting. The Type A Board approved the grant at their September 17, 2018 meeting.

#### **ALTERNATIVES:**

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: 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		0		0
This item		99,500		99,500
BALANCE		604,000		604,000

Fund: 1140 Business Job Development (Type A)

**Comments:** Org 15020 Small Business Projects

**RECOMMENDATION:**

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

**LIST OF SUPPORTING DOCUMENTS:**

Resolution  
Agreement