



Corpus Christi Business and Job Development Meeting August 19, 2019

AGENDA MEMORANDUM

DATE: July 15, 2019
TO: President and Honorable Board Members,
Corpus Christi Business and Job Development Corporation
FROM: Mike Culbertson, COO
Corpus Christi Regional Economic Development Corporation
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Extend Grant for Del Mar College Procurement Technical Assistance Center (PTAC)

CAPTION:

Motion authorizing Renewal No. 2 of the Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College's Procurement Technical Assistance Center (PTAC) for Small Business Assistance in the amount of \$99,500 from January 1, 2020 through December 31, 2020

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 on July 15, 2019 and is pending City Council approval.

The Board has funded PTAC since 2012. During that time PTAC has helped almost 1,345 companies. These companies have been awarded \$48.4 in contracts. They have held 46 training events

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: 2019-2020	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget			603,500	603,500
Encumbered / Expended Amount				
This item			99,500	99,500
BALANCE			504,000	504,000

Fund: 1140 Business and Job Development Fund

Comments: This item was approved by the Type A Board in the Type A Small Business Proposed FY20 Budget.

Funding Detail:

Fund: 1140 Business and Job Development Fund
Organization/Activity: 15020 Small Business Projects
Mission Element: 707 Economic Development
Project # (CIP Only):
Account: 530000 Professional Services

RECOMMENDATION:

Staff recommends approving the renewal of the grant of \$99,500 for PTAC for the calendar year 2020.

LIST OF SUPPORTING DOCUMENTS:

Letter Requesting Renewal of Program
Small Business Incentive Agreement – PTAC Assistance Program