



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of September 8, 2020

**DATE:** July 21, 2020  
**TO:** Peter Zaroni, City Manager  
**FROM:** Mike Culbertson  
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### Type A Grant for Del Mar College Contract Resource Center Program

#### **CAPTION:**

Motion approving a Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College to provide grant up to \$150,000 for their Contractor Resource Center (CRC) program to assist small businesses bid for existing and upcoming large industrial opportunities.

#### **SUMMARY:**

The Type A Board has approved a grant of \$150,000 for Del Mar College Contract Resource Center to pay for staff and support to help small businesses qualify for and to bid on procurement contracts with large companies, especially those new to our area. The Type A Grant for Del Mar College's Contract Resource Center runs from January 1, 2021 through December 31, 2021

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

Del Mar College proposes to create/staff/support a specific technical assistance program with a Contractor Support focus. This Contractor Resource Center (CRC) will be housed with the Small Business Development Center (SBDC) and Procurement Technical Assistance Center (PTAC). All three programs will work in concert to address the specific needs of each client who seeks assistance from the center. The lead advisor for this program will have extensive experience with large industry qualification standards, processes and requirements. Services will be delivered primarily via one-on-one advising as so many of these topics and issues are going to be unique to each business and confidentiality will be paramount. The goal of this effort will be to prepare as many as possible of the local contractors to be viable business vendors for existing and upcoming large-industry opportunities. Nueces County has over 2,200 construction/manufacturing/oilfield service/transportation firms. A good portion of the firms are not currently organized to be qualified to do business with large firms. There is a lot of potential to develop a strong, qualified base of support vendors. Many firms already have most of the pieces they need; they just need assistance with organizing, presenting and marketing themselves to be competitive. In addition to one-on-one advising, the Center will also organize and conduct training workshops on the more general topics to address the need for this information on a broader scale.

The primary goal of the CRC will be to prepare existing local small companies to be qualified to meet the procurement needs of industry. The CRC has helped 68 companies and held 16 training events. The pandemic has slowed the response this year. This is a great program to help small businesses find new customers. There are nine industrial partners signed up with CRC.

The Type A Board approved the renewal on August 17, 2020.

**ALTERNATIVES:**

The Board could decide not to continue the program or to move funds to another program.

**FISCAL IMPACT:**

This Type A will grant has been approved by the Type A Board for \$150,000 out of Type A funds.

**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 approval of an agreement for the Del Mar College CRC program for \$150,000 from January 1, 2021 through December 31, 2021.

**LIST OF SUPPORTING DOCUMENTS:**

Agreement – Del Mar CRC