



## **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  
(361) 882-7448  
mculbertson@ccredc.com

Type A Grant for Del Mar College Procurement Technical Assistance Center (PTAC)

### **CAPTION:**

Motion approving a Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Del Mar College's Procurement Technical Assistance Center (PTAC) to provide grant up to \$99,500 to assist small businesses bid for government contracts.

### **PURPOSE:**

This agenda item provides a grant from the Type A Fund to Del Mar College's Procurement Technical Assistance Center (PTAC) to assist small businesses in bidding for government contracts. The Type A Grant for Del Mar College's Procurement Technical Assistance Center runs from January 1, 2021 through December 31, 2021

### **BACKGROUND AND FINDINGS:**

PTAC is located at the Del Mar College campus on Staples inside of the Small Business Development Center. PTAC counsels small businesses in government procurement. PTAC educates these businesses on the requirements of government procurement, helps them get certified to qualify for bidding on contracts, and gives them access to find these contracts. Del Mar College PTAC is one of the few PTAC centers in the country operating a full-service Plan Room. PTAC is asking for \$99,500 to retain a full-time person to help in the PTAC plan room. The Type A Board has funded PTAC since 2012. Since then, PTAC has assisted more than 1,557 companies. These businesses have been awarded in excess of \$131 million in contracts and PTAC has held more than 379 training events. In 2019, PTAC assisted 199 Corpus Christi businesses by providing 1,426 hours of advising. Twenty-nine clients were awarded a total of \$36,467,682 in contracts. PTAC hosted 42 training events that had 1,020 attendees. For 2020, PTAC clients have been awarded \$20.1 million in contracts. They have held 28 training events with 288 attendees.

The agreement can be renewed for one additional term. The Type A Board approved this grant during their July 20, 2020 meeting.

**ALTERNATIVES:**

The Council may choose to not fund this grant or to fund it at a lower amount.

**FINANCIAL IMPACT:**

This item will use \$99,500 of the \$903,500 budgeted for the Type A small business assistance program funds

**Funding Detail:**

Fund: 1140  
Organization/Activity: 15020  
Mission Element:  
Project # (CIP Only):  
Account: 530000

**RECOMMENDATION:**

Staff recommends approval of this grant for PTAC for \$99,500 from January 1, 2021 through December 31, 2021.

**LIST OF SUPPORTING DOCUMENTS:**

Agreement – DMC - PTAC