

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	14360	Agenda Number	56.
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Meeting Date:	April 26, 2012
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Department:	Purchasing
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Subject

Authorize award and execution of a 36-month interlocal agreement with THE UNIVERSITY OF TEXAS, PROFESSIONAL DEVELOPMENT CENTER (UTPDC), to develop and deliver training to small business owners in an amount not to exceed \$470,250 with two additional 12 month extension options in an amount not to exceed \$156,750, for a total agreement amount not to exceed \$783,750.

Amount and Source of Funding

Funding in the amount of \$52,250 is available in the Fiscal Year 2011-2012 Operating Budget of the Economic Growth and Redevelopment Services Office. Funding for the remaining 32 months of the contract period and the extension options is contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	
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Prior Council Action:	
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For More Information:	Jeff Dilbert, Buyer II, 974-2651; Blake Smith, Financial Consultant. 974-7618
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This Interlocal Agreement is exempt from the MBE /WBE Ordinance. This exemption is in compliance with Chapter 2-9C of the City Code (Minority –Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.
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Additional Backup Information

Small businesses make an important contribution to Austin's economy, and the City of Austin recognizes this importance by providing resources to help small businesses get started and grow.

Classroom training is one of many resources the City provides to small businesses, and the City's Small Business Development Program (SBDP) has provided small business training through an interlocal agreement with the University of Texas at Austin's Professional Development Center (UTPDC) since 2009. Over 9,000 training hours have been delivered to more than 2,000 participants in that time, achieving an overall satisfaction rating of approximately 93%. The current agreement expires May 31, and this Council action will renew services for an additional three years.

The agreement will provide one hundred seventy-one classes over a three-year period (fifty-seven classes annually) on key business topics. Topics areas include starting a business, financial management, personnel management, marketing, and business taxes. SBDP expects to deliver training to approximately 3,000 small business owners over the three-year period through this agreement.

Participants completing six classes will receive a "Small Business Success Certificate" signed by both the Professional Development Center Director and the EGRSO Small Business Administrator. Twenty-two small business owners have completed six or more classes and received the certificate since 2009.

The class topics included in this agreement may need to be altered over time to better serve customer needs, and the terms will allow staff to alter the mix of class topics as needed. The need to alter the mix or add new classes will be based on the UTPDC's analysis of class participants' evaluations. New class topics may also be added to address various findings of the 2009 Small Business Needs Assessment Study.

This agreement is entered into under the provisions of the Interlocal Cooperation Act, Chapter 791, Texas Government Code.