



**Interlocal Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 6
AGENDA DATE: Thu 04/22/2004
PAGE: 1 of 1**

SUBJECT: Approve execution of an amendment to the Interlocal Agreement between the City of Austin and AUSTIN COMMUNITY COLLEGE, Austin, TX for the modification and extension of the agreement term until September 30, 2004, to allow for the completion of software training for small business owners.

AMOUNT & SOURCE OF FUNDING: Funding for the original agreement was included in the 2001-2002 Approved Budget of the Department of Small and Minority Business Resources. There is no financial impact to this action.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Economic Growth and **DIRECTOR'S**
DEPARTMENT: Redevelopment Services **AUTHORIZATION:** Sue Edwards

FOR MORE INFORMATION CONTACT: Rosalinda Jalifi, Small Business Administrator / 974-7739

PRIOR COUNCIL ACTION: 09/25/02 - Council approved the original interlocal agreement.

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

MBE / WBE: N/A

On September 26, 2002, Council approved an interlocal agreement with Austin Community College to provide software training for small business owners in an amount not to exceed \$16,370. The original one-year agreement term was intended to become effective when all parties signed the agreement. Due to an administrative oversight, the interlocal agreement was not signed until April 21, 2003. However, Austin Community College began providing classes on January 28, 2003, and the City made payments.

This amendment will modify and extend the original term of the interlocal agreement with Austin Community College so the term is effective January 28, 2003, through September 30, 2004. Austin Community College will continue to provide a series of computer and software classes to small business owners. The curriculum of classes was not completed by the one-year expiration set in the original agreement, so this extension for time is needed to allow the curriculum to be completed. Funding in the amount of \$7,010 remains available from the original agreement, which will be used to fund the remaining services.

The classes offered through this agreement assist small business owners to identify new business opportunities and to stay current on new and improved technologies so they can remain competitive. This interlocal agreement with Austin Community College provides professional instruction in basic computer skills and commercial software such as MS Word, MS Excel, MS Publisher, MS Project, and QuickBooks. The series has included classes delivered in Spanish, as well as QuickBooks classes tailored to specific industries such as Construction and Retail sales.