



**Purchasing Contract  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.:** 24  
**AGENDA DATE:** Thu 02/03/2005  
**PAGE:** 1 of 2

**SUBJECT:** Authorize execution of Amendment No. 1 to the contract with BUSINESS RESOURCE CONSULTANTS, Austin, TX, (MBE/FB 100%) to provide training and technical assistance to small businesses in an amount not to exceed \$55,573, for a total contract amount of \$95,268.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$55,573 is included in the Fiscal Year 2004-2005 Operating Budget of the Economic Growth and Redevelopment Services Office.

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

**REQUESTING** Purchasing  
**DEPARTMENT:** for Economic Growth and  
Redevelopment Services;

**DIRECTOR'S**  
**AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Jeff Travillion, DSMBR Director/ 974-7600; Vikie DeLuyck, MSW, Buyer/974-2003

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** N/A

**MBE / WBE:** N/A

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The Department of Small & Minority Business Resources (DSMBR) is requesting authorization to extend the contract with Business Resource Consultants (BRC) through September 30, 2005. The contract was administratively awarded for a five-month period from October 1, 2004 through February 28, 2005. The extension will allow small business owners and entrepreneurs to continue receiving services without disruption, while allowing the City time to complete a Request For Proposal (RFP) process and establish new service contracts for the new service delivery model for small business development services.

DSMBR has been working with the Economic Growth and Redevelopment Services Office to implement the City Council's directive to develop a comprehensive strategy to deliver efficient and cost-effective services to small and minority business owners. This new service delivery model will be implemented through the new contracts that are awarded through the RFP process.

BRC provides technical assistance and training to small and minority businesses in the construction related industries with an emphasis on African-American firms. Examples of services include:

- cost estimating assistance
- legal services
- development of marketing materials
- information on bid opportunities
- training on construction related topics
- maintaining a plans room



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ACTION	DESCRIPTION	AMOUNT
Original Contract	Contract awarded for 5 months	\$ 39,695
Proposed Amend #1	Authorize an amendment extending the contract for 7 months	<u>\$ 55,573</u>
	TOTAL	\$ 95,268