

FREE Business Training
***" Bids and Business in Palm Beach County
- Roadmap to Progress"***

The Office of Small Business Assistance has developed a workshop series for small businesses seeking information on "How to Do Business with Palm Beach County." The Small Business Development Center provides an overview of the bidding process with a focus on the different instruments used in the bidding process that include RFPs, RFSs, RFQs, and IFBs. County staff will discuss interacting with the following departments: Purchasing, Engineering, Water Utilities, and Facilities Development & Operations. For the first time ever, a representative from Risk Management Department will discuss insurance requirements on contracts awarded by Palm Beach County.

All workshops will be held from **10 a.m. to noon** in
Palm Beach County Purchasing Conference Room 109
50 South Military Trail
West Palm Beach, FL 33415

Wednesday, November 12, 2008

Wednesday, January 14, 2009

Wednesday, March 11, 2009

Wednesday, May 13, 2009

Wednesday, July 8, 2009

Wednesday, September 9, 2009

(Please circle your selection)

You may register by any one of the following ways:

1. E-mail your information to: pahart@pbcgov.org The subject is Bids & Business.
2. Fax your information to the OSBA office at: 561-616-6850, or
3. Call the OSBA office with your information at: 561-616-6840

Business Name

Attendee Name(s)

Business Address

Suite #

City

State

Zip

Telephone

Fax

E-mail Address (please print clearly)