2015 Event Calendar

January

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday **January 8, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **January 14, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
"I'm Certified…What's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all **certified** firms.	Thursday **January 15, 2015** 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A

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February

Event	Description	Date	Location
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **February 11, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday **February 12, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

March

Event	Description	Date	Location
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **March 11, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Tuesday **March 24, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

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April

Event	Description	Date	Location
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **April 8, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **April 15, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*
"I'm Certified…What's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all **certified** firms.	Thursday **April 16, 2015** 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A

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May

Event	Description	Date	Location
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **May 13, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **May 20, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

June

Event	Description	Date	Location
"You Won the Bid"	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **June 10, 2015** 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **June 17, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

July

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **July 15, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

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August

Event	Description	Date	Location
"You Won the Bid" Lunch & Learn	This workshop is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **August 4, 2015** 11:30 am-1:00 pm	Renaissance Business Center 555 Beale Street Memphis, TN 38103
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **August 19, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

September

Event	Description	Date	Location
"You Won the Bid" Lunch & Learn	This workshop is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **September 1, 2015** 11:30 am-1:00 pm	Renaissance Business Center 555 Beale Street Memphis, TN 38103
Classic Business Conference	Presented by the Business GPS Partners. Empowering local and regional businesses. For information, call (901) 576-6520 or email at **BusinessGPS@memphistn.gov**.	Thursday **September 10, 2015** 8:00 am – 12:00 pm	University of Memphis FedEx Institute of Technology 365 Innovation Drive Memphis TN 38152

October

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **October 21, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*
"I'm Certified…What's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all **certified** firms.	Thursday **October 27, 2015** 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4th Floor, Conference Room A

November

Event	Description	Date	Location
"You Won the Bid" Lunch & Learn	This workshop is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **November 3, 2015** 11:30 am-1:00 pm	Renaissance Business Center 555 Beale Street Memphis, TN 38103
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **November 18, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*

December

Event	Description	Date	Location
"You Won the Bid" Lunch & Learn	This workshop is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday **December 1, 2015** 11:30 am-1:00 pm	Renaissance Business Center 555 Beale Street Memphis, TN 38103
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday **December 16, 2015** 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5th Floor, Room 538 *(computer lab)*