



ASIAN WOMEN IN BUSINESS

42 Broadway, Suite 1748
New York, New York 10004
T:(212) 868-1368 # F:(212) 868-1373
info@awib.org # www.awib.org

October 7, 2010

Ms. Donna Gilmartin
Director of Budget and Personnel
Tweed Courthouse
52 Chambers Street
New York, NY 10007

Dear Ms. Gilmartin,

I'm writing to invite you to the Asian Women in Business' Annual Procurement Conference for Minority/Women Business Enterprises. This year, as the case has been the past 6 years, our conference will be hosted by the Bank of New York Mellon (101 Barclay Street, New York, NY) on May 13, 2010 from 8:30am- 3:30pm.

The conference attracts about 400 participants from the NY tri-state area and across the northeast. It offers a valuable forum for M/WBEs to learn about specific procurement opportunities and for corporations and government entities to identify and initiate a dialogue with potential suppliers.

We'd like to invite you and the New York City Department of Education to participate in this conference as an exhibitor. The exhibitor area will be open from 10:00am- 1:45pm.

Your audience will be members of Asian Women in Business as well as the larger M/WBE community in the area. Asian Women In Business has a contract with New York City Small Business Services to certify minorities/women, and we are pleased to offer the New York City Department of Education the opportunity to reach your goal to increase MWBE participation.

We look forward to your participation in the 2010 conference. If you have any questions regarding the event, please do not hesitate to call me at 212.868.1368. Thank you and I look forward to your reply.

Sincerely,

Fawn Kanhayuwa
Program Associate

AWIB (Federal ID # 13-3842867) is a non-profit organization under IRS, section 501(C)(3).
Contributions are tax deductible as provided by law.

This page is located on the NYC.gov Web site at
http://www.nyc.gov/html/sbs/html/pr/2010_25_05_ProcFair.shtml

FOR IMMEDIATE RELEASE
Wednesday, May 26, 2010

NYC Department of Small Business Services Hosts Fourth Annual Citywide Procurement Fair to Help Minority and Women-Owned Companies Increase the Amount of Business They Do with the City

Nearly 5,000 City Contracts Valued at Over \$61 Million Have Been Awarded to M/WBE firms that Attended Previous Procurement Fairs

New York, May 25, 2010 - The New York City Department of Small Business Services (SBS) today hosted the Fourth Annual Citywide Procurement Fair, designed to help minority and women-owned companies increase the amount of business they do with the City. The event, which was held at the Bank of New York Mellon, brought approximately 500 certified Minority and Women-owned Business Enterprise (M/WBE) firms together to network with purchasers from more than 50 City and State agencies and public authorities, as well as several private-sector companies. Firms also attended workshops on a range of topics, including "I'm Certified, Now What?!" and "Using Social Media to Build Your Brand."

The City's M/WBE program was created in December 2005 when Mayor Michael R. Bloomberg signed Local Law 129, which established utilization goals in prime and subcontracts by sectors and by gender/ethnicity categories. The program helps minority and women-owned businesses access government contracting opportunities and also provides capacity-building services. Since the program was implemented in 2006, certified M/WBEs have won more than \$1.2 billion in prime and subcontracts with the City of New York. In Fiscal Year 2009, despite a 25 percent decrease in City spending, the overall value of contracts awarded to City-certified M/WBEs increased by four percent.

"Improving access to procurement opportunities is the first step to creating jobs and catalyzing growth for M/WBE businesses," said Robert C. Lieber, Deputy Mayor for Economic Development. "By bringing business owners together with the City offices charged with procurement, we are creating new opportunities for partnership in every sector."

Last year, the City enacted two major policy changes that benefit the M/WBE community. The first was a series of historic project labor agreements (PLAs) that will save the City nearly \$300 million. Provisions are included that will allow M/WBE contractors to bring more of their own workforce onto projects covered by the PLAs. The second is a change to the City's bonding policy for contracts under \$5 million. This change creates additional incentives for local agents to use the U.S. Small Business Administration's bond guarantee on City projects and work with businesses new to the market, opening up nearly \$500 million in City construction projects annually.

The opening session of today's Procurement Fair featured remarks from City Council Speaker Christine C. Quinn, Deputy Mayor Lieber and SBS Commissioner Robert W. Walsh. During the session, six awards were presented by Marla Simpson, Director of the

Mayor's Office of Contract Services. Three firms received the M/WBE of the Year Award, which honors top performers: Active World Solutions, a custom screen printing company; Sage and Coombe Architects, LLP, an architectural design company; and Faze Electrical Contracting Inc., a full-service electrical contracting company. The Department of Homeless Services and the Department of Parks and Recreation received the M/WBE Agency of the Year Award for going above and beyond expectations to create opportunities for M/WBE firms. Finally, Steven Stein Cushman, Chief of the Contracts and Real Estate Division at the Law Department, received the M/WBE Advocate of the Year Award for his work helping institute policy reforms that benefit the City's M/WBE community.

"It's truly inspiring to see the M/WBE program kick off another year with its Procurement Fair," said Speaker Quinn. "This has always been and continues to be a successful event where so many firms are able to network and connect with city agencies to help make the M/WBE program more successful. Moving forward, the Council will continue looking at ways to help the program grow and assist small businesses so that - despite the recession - businesses will continue to boom across all five boroughs."

"Local Law 129 improves City procurement by expanding outreach to companies owned by minorities and women, resulting in a process that is both more competitive and reflective of the City's diverse population," said Marla Simpson, Director of the Mayor's Office of Contract Services. "Today's Procurement Fair will provide tools and information to ensure that minority and women business owners better understand City contracting opportunities through face-to-face meetings and workshops with agency purchasing staff."

This year, in addition to networking and workshops, for the first time M/WBEs had the opportunity to meet one-on-one with financing specialists from NYC Business Solutions Centers to discuss their financing needs, identify an appropriate lender, and begin the loan application process. NYC Business Solutions is a suite of services offered by SBS to help businesses start, operate and expand. These services are offered at no cost and include business courses, legal assistance, accessing financing and incentives, navigating government and recruiting and training employees. Firms also received a demonstration of NYC Business Express (nyc.gov/businessexpress), a website that enables business owners to submit applications online for City licenses, permits and certificates (including the M/WBE certification application), access customized, up-to-date information and step-by-step instructions for meeting government requirements for doing business in New York City, identify incentives programs for which they may be eligible, check the status of applications, including their M/WBE certification, and pay for fines online. The past three procurement fairs have resulted in certified M/WBEs being awarded more than 5,000 contracts valued at over \$61 million.

"M/WBEs are a critical part of our small business community, and we are proud of the program that we've built," said SBS Commissioner Walsh. "However, we recognize that there is more work to be done. That's why we're working hard to connect certified M/WBEs with all of the services available to them to help grow their capacity to compete in the City's procurement system and in the larger marketplace."

"The Bloomberg Administration has continued to develop innovative programs to provide minority and women-owned businesses with greater opportunities for success in doing business with the City of New York. SBS has enhanced its support for M/WBEs to expand their capacity for growth," said Heyward Davenport, Regional Director of the U.S. Department of Commerce's Minority Business Development Agency (MBDA) and Chairman of the City's M/WBE Advisory Board. "As a result, M/WBEs have stronger

capabilities to perform on larger contracts. This partnership will continue to yield positive results."

To certify as an M/WBE, businesses must be in operation for at least one year; be at least 51% owned, operated and controlled by a woman or a member of a recognized minority group; and show a significant tie to the City's business community. For more information, visit www.nyc.gov/getcertified.

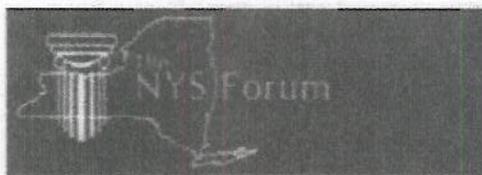
About the Department of Small Business Services

The Department of Small Business Services (SBS) makes it easier for businesses in New York City to start, operate and expand by providing direct assistance to business owners, fostering neighborhood development in commercial districts, and linking employers to a skilled and qualified workforce. For more information on all of SBS' services, go to www.nyc.gov/sbs.

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NYS Forum



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You Are Here: [NYS Forum Home](#) > [Events](#) > IT Debriefing Roundtable

2010 Doing IT Business with New York State and New York City Government

The New York State Forum, jointly with the New York State Office of the State Comptroller and New York State Office of General Services, is offering a day-long seminar entitled "2010 Doing IT Business with New York State and New York City Government". This event, scheduled for June 9, 2010 in Albany, New York, will feature welcoming remarks from OGS Commissioner John Egan and a valuable array of sessions targeted to information technology vendors wanting to do business with New York State and/or New York City Government. Sessions will include the basics in procurement in both the State and City, as well as specialized sessions in legal and ethical considerations in procurement and vendor responsibility. Join procurement experts from the NYS Office of General Services, the NYS Office of the State Comptroller, the NYS Department of Economic Development, the New York City Mayor's Office of Contracts and the New York City Department of Education, to learn how to effectively navigate government procurement in New York State.

Agenda:

8:00 - 8:30 am

MR 6 Check-in

8:30 - 8:45 am

MR 6 Welcome - John C. Egan, Commissioner, OGS

8:45 - 10:15 am

MR 6 Basic Procurement in NYS

Presenters:

Ginny Lazzaro, Assistant Director, Customer Services and Administration, OGS

Anne Samson, Purchasing Team Leader, Customer Services, OGS

Nancy Fisher, Deputy Director, Small Business Division, Empire State Development

- Order of procurement options state agencies must follow
- The general procurement process in NYS
- Available resources for vendors

- The process for vendor responsibility determination in NYS
- Vendor use of the VendRep System, including contract status inquiry
- New Questionnaire for complex entries
- **Vendor Responsibility & the NYS VendRep System** (, Requires the PowerPoint program, 902 KB)

3:30 - 4:30 pm

MR 2-4 Legal & Ethical Considerations in NYS Procurement

Presenters:

Anne Phillips, Associate Counsel, OGS

- Learn about procurement lobbying, debriefings and protests in New York State procurements.
- **LEGAL AND ETHICAL CONSIDERATIONS IN NYS PROCUREMENT** (, Requires the PowerPoint program, 442 KB)

4:30 - 5:00 pm

MR 6 Closing Remarks

Time & Place:

- Wednesday, June 9, 2010
- 8:30 am - 5:00 pm (check-in at 8:00 am)
- Empire State Plaza Convention Center, Albany, NY
- **Directions**
- **Parking**

Pre-registration is required. Walk-in registrations will not be accepted. Please pre-register by Monday, June 7, 2010.

This session is open at no charge to:

- All state and local government employees
- The NYS Forum IT Corporate Roundtable members

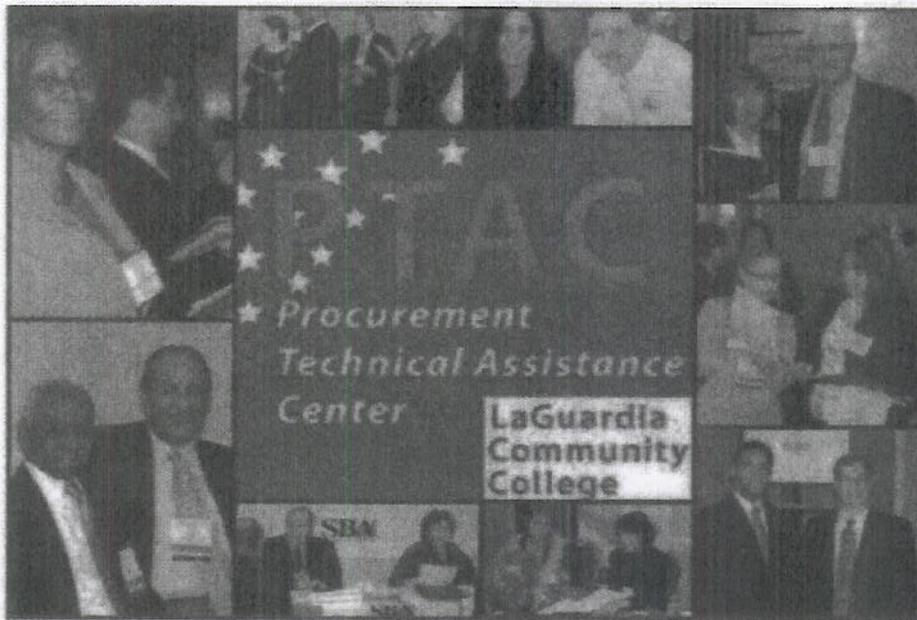
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For more information, contact us at info@nysforum.org.

NOTE: All NYS Forum organizational meetings and events comply with all relevant laws and regulations associated with ethics and lobbying in New York State.



Date: Friday, June 11, 2010

Time: 8:30 AM to 12:30 PM

Location:

Con Edison Learning Center
43-82 Vernon Blvd.
Long Island City, NY 11101

Cost: FREE TO ATTEND
\$175.00 FOR EXHIBITORS

CONTACT:

Tel: 718-482-5323

E-mail: ptac@lagcc.cuny.edu

RSVP:

<http://lagptac.ecenterdirect.com/ConferenceDetail.action?ID=4>

121

8th Annual Queens Business & Procurement Expo 2010

This important event will provide business owners the opportunity to:

- Meet Government procurement representatives
- Locate potential subcontract opportunities
- Network with other small businesses
- Receive promotional items and door prizes

Continental breakfast will be provided for exhibitors and attendees. More than forty governmental agencies and private-sector companies have been invited to take part in this event. Expo attendees will have the opportunity to speak directly to procurement representatives and learn how these agencies and companies obtain goods and services they need.



Reyes Toby

From: Gilmartin Donna
Sent: Thursday, June 10, 2010 12:04 PM
To: Reyes Toby; Melendez Francisco
Subject: FW: Directions and Government exhibitors instructions for the 8th Annual Queens Business and Procurement Expo on June 11, 2010
Attachments: Exhibitor Instructions.pdf; Expo Directions.pdf
Importance: High

FYI...

Donna K. Maffei-Gilmartin

Director, DCP Administration

Division of Contracts & Purchasing

Dgilmar@schools.nyc.gov

718-935-2093

fax:935-2158

Blackberry: 646-823-7316

From: Edgard Hernandez [mailto:ehernandez@lagcc.cuny.edu]
Sent: Thursday, June 10, 2010 10:21 AM
To: Jorge Guzman
Subject: Directions and Government exhibitors instructions for the 8th Annual Queens Business and Procurement Expo on June 11, 2010
Importance: High

Dear Government Exhibitors,

On, behalf of LaGuardia Community College and the Procurement Technical Assistance Center, I would like to say thank you for participating in the 8th Annual Queens Business & Procurement Expo on Friday June 11th, 2010.

We are excited to announce that the event has over 400 attendees registered. We look forward to having one of the best Expos yet.

Attached you will find event flyer, directions to the Expo via car, subway and bus and exhibitor Instructions. ***Arrive on time for parking spaces at the facility***. Outside parking has been reduced substantially due to a new bike lane.

If you have any questions or concerns, please feel free to give me a call or email.

Thank you for supporting the LaGuardia Community College Procurement Technical Assistance Center.

Edgard Hernandez
Director
LaGuardia Community College
Procurement Technical Assistance Center
30-20 Thomson Avenue, Room B-309
Long Island City, NY 11101
Tel: 718-482-5289
Fax: 718-609-2091
Email: ehernandez@lagcc.cuny.edu
Website: www.laguardia-ptac.org
Request Counseling: <http://lagptac.ecenterdirect.com/>

Edgard Hernandez
Director



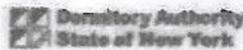
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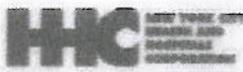
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COMPETITIVE EDGE XVII CONFERENCE PROGRAM

- WELCOME: 8:00 AM – 10:15 AM
- MORNING SEMINARS: 10:30 AM – 3:30 PM
 - I. Access to Federal Funding and Contracting Opportunities: 10:30 – 11:15 am
 - II. Energy: Opportunities for being a GREEN Contractor: 10:30 – 11:15 am
 - III. Joint Ventures: 11:30 am – 12:15 pm
 - IV. Financing: 11:30 am – 12:15 pm
 - V. Social Media Demystified: 2:45 pm – 3:30 pm
 - VI. Upcoming Contract Opportunities 2:45 pm – 3:30 pm
- EXHIBITS: 10:30 am – 4:00 pm
- PROCUREMENT MATCHMAKER:
 - 10:30 am – 12:15 pm
 - 2:45 pm – 4:00 pm
- LUNCHEON AWARD RECEPTION: 12:30pm – 2:30 pm
- VIP AWARDS RECEPTION: 4:00 pm – 6:00 pm

"Sharpening Your Competitive Edge: Tools for a New Economy"

Thursday, AUGUST 12th, 2010

Pier Sixty - Chelsea Piers, New York, NY

WELCOME: 8:00 AM – 10:15 AM

ZENAIDA CHAPE', CHAIR

PLENARY SESSION : WHAT'S NEW AT THE AGENCIES

Moderator: Mark O'Luck, Trustee, New York Power Authority, CEO, Spectrum Personal Communications Corp.

PANEL SESSION

- Metropolitan Transportation Authority – Michael J. Garner, Chief Diversity Officer
- Dormitory Authority State of New York – Paul Williams, President
- NYC School Construction Authority – Suzanne Veira, Senior Director, Business Development

- The Port Authority of New York & New Jersey – Lash Green, Director, Office of Business and Job Opportunity
- Empire State Development Corporation – Michael Jones-Bey, Executive Director, New York State Division of Minority & Women's Business Development
- Hugh L. Carey Battery Park City Authority – Fernando Mateo, Board Member
- NYC Department of Small Business Services-Gregg Bishop, Assistant Commissioner

SPEAKER:

Congressman Ed Towns

MORNING SEMINARS: 10:30 AM - 3:30 PM

I. Access to Federal Funding and Contracting Opportunities: 10:30 – 11:15 am

The Federal Administration has revised the American Recovery and Reinvestment Act (ARRA) to include opportunities for firms who are Disadvantaged Business Enterprises (DBE). Come learn about the plans in place of more than 10,000 transportation projects and how you can participate.

Moderator: Warren Whitlock - Director, Office of Civil Rights - New York State Department of Transportation

Panelists:

- Metropolitan Transportation Authority
- New Jersey Transit
- Small Business Administration
- Minority Business Development Agency, Heyward Davenport
- JMA Concrete, Joseph Argrette

II. Energy: Opportunities for being a GREEN Contractor: 10:30 – 11:15 am

There is a misconception that being involved in the Green industry is exclusive to large firms or requires a long term learning curve. The workshop intends to show opportunities that are available with several city and state agencies. Small contractors will share their experience in accessing the Green industry.

Moderator: Rossy Orozco, Director of Operations and Research for Crescent Energy

Panelists:

- New York State Energy Research and Development Authority
- National Grid, Ken Camilleri
- New York Power Authority, Maribel Cruz Brown

III. Joint Ventures: 11:30 am – 12:15 pm

A Strategy for Growth

gt;This workshop will cover the capacity building strategy of joint venturing. The principals of successful joint venture partnerships will discuss the factors that make for a successful joint venture, what to look for in a joint venture partner and how to execute joint venture projects.

Moderator: Lash Green, Director, Office of Business and Job Opportunity for The Port Authority of New York & New Jersey

Panelists:

- Veronica Rose, Aurora Electric, Inc. JV / Michael Mazzeo Electric
- Dennis Garret, Blue Lake Cranes, LLC / Jack Grover, Federated Equipment Co., LLC
- Horace Flowers, Horace Flowers, Esq.
- Jack Grover, Solera Construction, Inc. / Jack Grover, DCM Erectors, Inc.
- Elizabeth Velez, The Velez Organization / Turner Construction

IV. Financing: 11:30 am – 12:15 pm

One of the primary challenges facing women and minority owned businesses is obtaining the necessary funding to expand their business. Come and here from the experts that are lending in this tough economic climate as they discuss various programs that can work for your growing and expanding business. Depending on your needs for financing you will find out what is available to your business through the SBA, the Grow America Fund as well as Micro-lending. If you have a need for financing this is a session not to be missed.

Moderator: Helen Tvedt, Director, City of Yonkers, Office of Business Development

Panelists:

- Empire State Development Corporation, Metropolitan Economic Revitalization Fund - Rafael Salaberrios
- Carver Bank - Demetric Duckett
- Grow America Fund - Nancy Savis
- NYC Business Solutions - Dan Koken, Director of Business Development
- NY Business Development Corporation - Dan Vaccaro.

V. Social Media Demystified: 2:45 pm – 3:30 pm

Easy Steps to Grow Your Business and Advance Your Career on the Web

This panel will provide practical and easy steps for leveraging the power of social networks and web tools grow your business and advance your career. Our panelists will lead you through creative and profitable ways to use email marketing, video marketing, Twitter, Facebook, LinkedIn and other social

networks to attract, engage and influence the buying decisions of your target market. Attend this panel and learn how to make your web presence count.

Moderator: Tasha "TC" Cooper Coleman, Esq., CEO of UpwardAction® and Founder of MogulMoxie.com

Panelists:

- Stephanie Burroughs- Stephanie Speaking LLC -
- Andrew Morrison - Small Business Camp
- Eric Hamilton - The Web Academy

VI. Upcoming Contract Opportunities 2:45 pm – 3:30 pm

Find out what you need to do in order to position your company for some of the billions of dollars in contracting opportunities going on in NYS with these companies. Come and get your piece of the pie!

Moderator: Zenaida Chape

Panelists:

- City University Construction Fund
- Skanska
- Tishman
- Turner Construction Company

EXHIBITS: 10:30 am – 4:00 pm

PROCUREMENT MATCHMAKER:

- 10:30 am – 12:15 pm
- 2:45 pm – 4:00 pm

LUNCHEON AWARD RECEPTION: 12:30pm – 2:30 pm

VIP AWARDS RECEPTION: 4:00 pm – 6:00 pm

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Friday, September 24, 2010 at Hostos Community College

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Small businesses—or companies with less than 500 employees—represent 99.7 percent of all firms in the United States. Moms and pops, nimble factories that produce exciting new gadgets, shops that line the streets of The Hub in the South Bronx and Rodeo Drive in Los Angeles, “skunk works” where technological breakthroughs are created, garages where the next-generation gizmos are being dreamed up, consultants that help make the workplace more efficient—these lean and mean companies create more than half of the private non-farm gross domestic product (GDP) in the country. They create up to 80 percent of the net new jobs, and basically drive the pistons of America’s economic engine.

SoBRO has been honoring the spirit, energy and creativity of small businesses since 1997 with the annual celebration of the South Bronx Business Opportunities Expo. That we are marking the Expo’s 13th edition says a lot about the continued growth of this vital economic sector. That the Expo is additionally paying homage to enterprising women as new captains of industry speaks volumes about opportunities that are ready for the taking by anyone with smarts and the will to succeed despite imposing barriers.

It is not surprising that over 60 percent of the clients of SoBRO’s Entrepreneurial Assistance Program (EAP) are women. We have been observing this trend for years. What amazed us is the remarkable diversity in business categories and industries in which woman entrepreneurs are engaging today: construction, engineering, security and defense-related projects, as well as technical fields that were unlikely to attract or lead to the sharp gains of businesswomen as recent as 15 years ago. It may take some time before we achieve true gender equality in entrepreneurial success, but the path is being cleared. The 13th Bronx Business Opportunities Expo is testament to that.

As we welcome our sponsors, exhibitors and guests, we are obliged to acknowledge that the economy still faces tremendous challenges ahead. But there are signs that justify guarded optimism. Last year, the Bronx was the only New York City borough that experienced job growth. Our county, in fact, ranked fourth nationwide in that category. To sustain the uptrend, we clearly need to re-think the way we work, re-tool our factories, re-educate our workers, and renew our commitment to economic growth.

Sincerely,



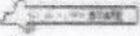
Phillip Morrow
President and Chief Executive Officer
South Bronx Overall Economic Development Corporation

SOBRO



U.S. Small Business Administration
SBA

We are very pleased and proud to support the 13th edition of SoBRO's Bronx Business Opportunities EXPO.


Empire State Development

The New York City Department of Education extends sincere compliments to SoBRO for its strong advocacy of

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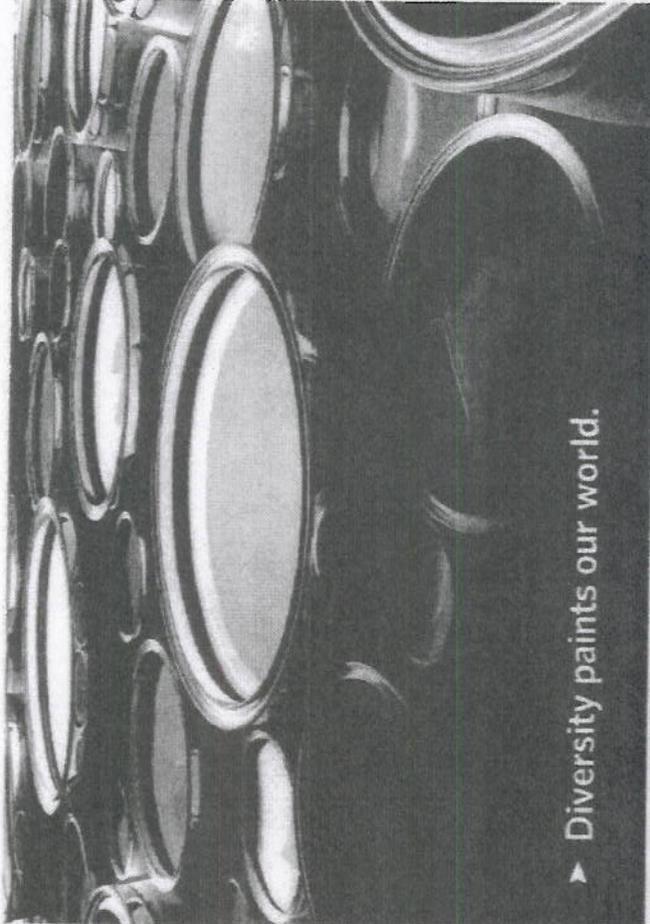
Hats off to SoBRO for its firm commitment to small entrepreneurs by organizing the Bronx Business Opportunities Expo for the 13th

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The SUNY LEVIN Graduate Institute and SoBRO: putting small enterprise on the "Fast Trac" to success.

The LEVIN Institute
The State University of New York

Patricia E. Lapinski
FastTrac Program Manager
SUNY LEVIN Graduate Institute
116 East 55th Street
New York, NY 10022
Phone: 212-317-3565
Fax: 212-521-5201



► Diversity paints our world.

We value diversity in the workplace and in the marketplace. In building an increasingly diverse supplier pool, we are able to work toward our goal of offering priority suppliers real procurement opportunities as they arise.

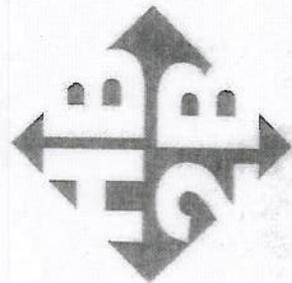
To learn more about BNY Mellon's Supplier Development Program, visit www.bnymellon.com/suppliers.

2009 Regional Corporation of the Year
NY-NJ Minority Supplier Development Council



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USHCC Region V Third Annual Hispanic Business to Business Trade Fair

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New York, NY



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Architectural Flooring Resource	46	Nuchas	21
B2B Match	49	NY & NJ Minority Supplier Development Council	39
BNY Mellon	17	NYC Small Business Services	29
Bravo! Building Services	22	Pharma-Bio Serv, Inc.	47
CF&B/Inka Kola	6	Planetary Industries	23
Citao Meat Products, inc.	32	Proftech Office Products	50
Culturame	33	Rising Above	12
Horton Interpreting Services	24	The Hispanic Network	8
Image Marketing, Inc.	11	The Immigrant's Journal L&EF	38
Internal Revenue Service	41	Translation Plus	18
JIT Capital, LLC	45	U.S. Dep't of Commerce MBDA	40
JT Development International	37	U.S. Small Business Administration	42
Law firm of David Hernandez	43	USHCC	1
LMN Printers	16		
Lucid Solutions Group	30		



Meet Representatives from the New York City Department of Education (DOE) Office of Equal Opportunity

What:

Office of Equal Opportunity
Presentation on How to Do
Business with the NYC
Department of Education

When:

Tuesday,
November 30, 2010
2:30pm – 4:00pm

Where:

SoBRO
555 Bergen Avenue, 4th Floor
Bronx, NY 10455
JCCA Conference Room

RSVP:

Rogina Coar-Smith
(718) 732-7564
RCoarSmith@sobro.org

SOBRO
South Bronx Overall Economic
Development Corporation

WHAT YOU WILL LEARN:

- How to Market your Business Effectively to the DOE
- Resources Available to Minority and Women Business Enterprises (MWBE)
- How to Qualify Your Business as a Vendor
- Contracting Opportunities with the DOE

ABOUT THE NYC DEPARTMENT OF EDUCATION:

The NYC Department of Education (DOE) is the nation's largest school system, with approximately 1,700 schools, 1.1 million students and 138,000 employees. The DOE has contracts with vendors to purchase the goods and services necessary to ensure that students will have all they need to receive the quality education they deserve.

Businesses interested in doing business with the DOE in support of schools, students and the administration across all purchasing categories should attend this workshop. For more information on the DOE, visit the agency's website at

<http://schools.nyc.gov>

For more information on the DOE & other opportunities, please contact:

Rogina Coar-Smith
Phone: (718) 732-7564
RCoarSmith@sobro.org

Presented by:

NYC

**Department of
Education**

Joel I. Klein, Chancellor

How to Do Business with New York City Department of Education (DOE)

What:

Office of Equal Opportunity
Presentation on How to Do
Business with the NYC
Department of Education

When:

Thursday
February 24, 2011
8:30am – 10:30am

Where:

Harlem Community
Development Corporation

Adam Clayton Powell Jr.
State Office Building
163 West 125th Street
17th Floor
New York, NY 10027

RSVP:

Brittany Harte
(212) 665-7010
bharte@hbany.org



Presented by the Office of Equal Opportunity

WHAT YOU WILL LEARN:

- How to Market your Business Effectively to the DOE
- Resources Available to Minority and Women Business Enterprises (MWBE)
- How to Qualify Your Business as a Vendor
- Contracting Opportunities with the DOE

ABOUT THE NYC DEPARTMENT OF EDUCATION:

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For more information on the DOE & other opportunities, please contact:

Quincy Jones
Phone: (718) 935-4287
QJones2@schools.nyc.gov

Presented by:

NYC
**Department of
Education**
Cathleen P. Black, Chancellor



Brooklyn



BUSINESS SERVICES
PEOPLE, CHANGING

SMALL BUSINESS & PROCUREMENT EXPO

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Exhibitor Setup Instructions for Brooklyn Small Business & Procurement Expo

1. **Setup time for exhibitors will be on March 8th, 2011 at 1 pm until 5 pm. Setup can only be done within this time period. If for any reason, you cannot setup during this time, contact Bryan Barrett at 718-965-3100 ext. 106 (Cell: 718-598-1224) or LaGuardia Business Services at 718-482-5306 for further assistance.**

Setup for Government agencies and non-profit organizations will be on March 9th, 2011 at 8 am.

If there are any outstanding balances, they must be paid prior to the event.

2. The location for the Brooklyn Small Business & Procurement Expo is listed below:

Brooklyn Cruise Terminal
70 Imlay Street, Pier #12 (Driving entrance at Imlay & Bowne Street)
Brooklyn, NY 11231

*****Free parking and shuttle bus service*****

****Please be advised that you will have to follow the road inside the terminal to get to the main security gate. The main gate will have a banner and balloons for easy identification. Directions and shuttle bus service are attached as well for your convenience.***

**If for any reason you need to reach someone the day of setup or the actual event, please contact Bryan Barrett at 718-598-1224 or Edgard Hernandez at 917-662-3902.*

3. The following will be provided for all exhibitors:

a) 6-ft x 2 ft tables with 2 chairs per table.

**If you have made special arrangements, for your exhibition space, your space will be setup accordingly.*

b) Booth Exhibitors 10 x 10 are provided with chairs. 2 tables are provided if needed by vendor.

*****Complimentary continental breakfast and lunch (lunch will be provided only exhibitors)*****

The Brooklyn Cruise Terminal is a gated and secured facility and will be secured after the designated setup time.

4. **The Expo will be held from 8:30 am until 3 pm on March 9th, 2011. All exhibitors must arrive by 7:45 am on this day.**

a. As a reminder breakfast will be provided for everyone on a first come first serve basis. Lunch will be provided to all exhibitors only.

5. Free parking is provided for all exhibitors. Please make sure that you and anyone else arriving with you has proper identification as you will be asked for proper identification by the security guard before you can enter the facility.

6. You may bring your own table cloth or promotional banner to be put on the table. If you do not however, plain table cloths will be provided.

7. Materials are not to be taped, glued or screwed onto any wall within the Cruise Terminal.

8. If materials needs to be shipped to the terminal prior to the setup, please contact Bryan Barrett at 718-965-3100 ext. 106 or via email at bbarrett@sbidc.org. Anything that must be shipped must be arranged in advanced and mailed received no later than March 7th, 2011.

Meet Representatives from the New York City Department of Education (DOE) Office of Equal Opportunity

What:

Office of Equal Opportunity
Presentation on How to Do
Business with the NYC
Department of Education

When:

Tuesday,
March 15, 2011
6:00pm – 7:30pm

Where:

Brooklyn Public Library
Business Library
280 Cadman Plaza West
Brooklyn, NY 11201

RSVP:

Nina Sampayo
(718) 368-6790
n_sampayo@bedc.org

WHAT YOU WILL LEARN:

- How to Market your Business Effectively to the DOE
- Resources Available to Minority and Women Business Enterprises (MWBE)
- How to Qualify Your Business as a Vendor
- Contracting Opportunities with the DOE

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<http://schools.nyc.gov>

For more information on the DOE & other opportunities, please contact:

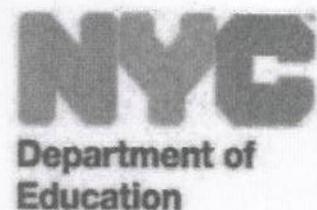
Quincy Jones
Phone: (718) 935-4287
QJones2@schools.nyc.gov



Brooklyn
Public
Library

This event was made possible by the New York City Council. For more information on SBS M/WBE program, please visit www.nyc.gov/buywithed

Presented by:



Cathleen P. Black, Chancellor

Meet Representatives from the New York City Department of Education (DOE) Office of Equal Opportunity (OEO) and Department of Small Business Services (SBS)

What:
Office of Equal Opportunity
Presentation on How to Do
Business with the NYC
Department of Education

When:
Wednesday,
April 27, 2011
3:00 p.m. —5:00 p.m.

Where:
The Entrepreneur's Space
36-46 37 Street
Long Island City, NY 11101

RSVP
(718) 392- 0025
EntrepreneurSP@aol.com

WHAT YOU WILL LEARN:

- How to Market your Business Effectively to the DOE
- NYC Resources Available to Minority and Women Business Enterprises (MWBE)
- How to Qualify Your Business as a Vendor
- Contracting Opportunities with the DOE

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For more information on the DOE & other opportunities, please contact:

Quincy Jones

Phone: (718) 935-4287

QJones2@schools.nyc.gov

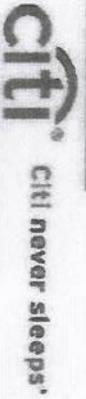
NYC
Small Business
Services

ENTREPRENEUR SPACE

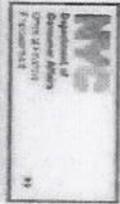
QEDC Queens Economic
Development Corporation

NYC
Department of
Education
Dennis M. Walcott, Chancellor

Thank you for participating in the
2nd Annual Brooklyn Business Expo.



New Business
Acceleration Team



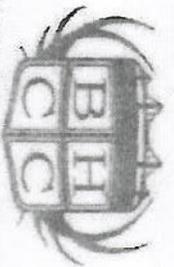
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www.sjcnyc.edu

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BROOKLYN HISPANIC
CHAMBER OF COMMERCE

The Business Department
of St. Joseph's College
and

The Brooklyn (King's County)
Hispanic Chamber of Commerce
present the
2nd Annual Brooklyn Business Expo.
"Business Never Sleeps: How to Generate
Profit in the Digital Age."

Thursday, May 19

12PM - 8 PM

245 Clinton Avenue, Tuohy Hall

Brooklyn, NY 11205

718.940.5720

Visit our website: Expobk.com, Expobk.org, Expobk.net.

In collaboration with: SBC of Brooklyn, NL Financial Alliance, Myrtle Avenue Brooklyn Partnership, Brooklyn Navy Yard Development Corporation, Brooklyn Borough President Office Marty Markowitz, Fort Greene SNAP.

Small Business Development

Outreach Center at St.

Joseph's College, Lorenzo
Hall, 265 Clinton Avenue

J.M. De Jesus or

Antoine Janniere

718.940.5720

by appointment only.

The Brooklyn (Kings County)

Hispanic Chamber of

Commerce

2359 86th street, 2nd Fl.,

Brooklyn, NY 11214

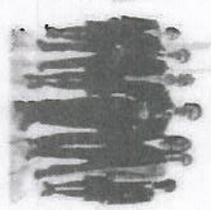
Tel: 718-714-7146

Email: Info@brooklynhcc.com

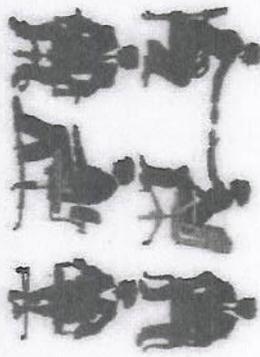
Participants

- * New York Marriott at Brooklyn Bridge
- * Citibank
- * Panera Bread
- * The Hispanic Network
- * Five Hour Energy
- * Revolution Media Solutions
- * Health Plus
- * Revolution Media Solutions
- * Davis Lerman Associates
- * David J. Hernandez & Associates
- * Prepaid Legal
- * Vertzon Small Business ADP
- * Murray's Internal Arts System
- * Office of the State Comptroller—Debra Dilan
- * Randall Rogg Associates
- * APEX
- * The Water People
- * Northport Digital Inc.
- * TRO Enterprises
- * Sovereign Bank
- * Ponce de Leon Bank
- * Airborne International Consultant
- * Dyker Beach at Golf Club
- * J.C. Cohen
- * NYC Department of Small Business Services
- * U.S. Department of Labor Wages and Hours Division
- * New Business Acceleration Team (Office of the Mayor)
- * NYC Department of Consumer Affairs
- * Operation Hope
- * American Cancer Society
- * U.S. Small Business Administration
- * NYC Department of Education
- * Brooklyn Small Business Development Center at City Tech
- * Fort Greene SNAP
- * Myrtle Avenue Business Partnership
- * NYC Financial Network Action Consortium
- * King's County District Attorney's Office—Crime Prevention Unit
- * IRS
- * National Association of Negro Business and Professional Women's Club
- * Payment Partners
- * Nectar Advances
- * Allstate
- * Global Eyetek Services

WORKSHOPS:



2:00PM-2:45PM
Getting Found Locally —
Search Engine Optimization —
Henrietta Koffi, Presenter.



3:00PM-3:45PM
Using Smart Codes and SMS
Texts to Expose Your
Business —
Walter Sanchez, Presenter



4:00PM-4:45PM
Minority and Women
Business Enterprise
Certification Program —
Walter Maxwell, Presenter



5:00PM-5:45PM
Marketing Your Business
Using Social Media and the
Internet —
J.M. DeJesus, Presenter



5th Annual Citywide Procurement Fair

Learn. Connect. Succeed.

2011
2010
2009
2008
2007



It's Time to Get Connected!

May 25, 2011

Agenda

- 8:00 a.m. – 8:45am **Registration – Lobby**
- 8:00 a.m. – 8:45a.m. **Breakfast – 16th Floor**
- 8:45 a.m. – 10:00a.m. **Opening Session – 16th Floor**
- Welcome and Introduction
 - Keynote and Featured Speakers
 - Celebrating Successful Agencies & M/WBEs Award Presentation
 - Brief overview of the Morning's Workshops

10:15 a.m. – 12:30 p.m. **Workshops –10th floor**

- Session 1: 10:15 a.m. – 11:15 a.m.
Session 2: 11:30 a.m. – 12:30 p.m.

Workshop Titles: *workshop titles subject to change*

- How to Adapt to Green - *NEW*
- I've Won a Contract, Now What?
- Joint Venturing 101 - *NEW*
- Know your Responsibilities & Rights as a Vendor with the City of New York
- Optimizing Return on Investment with Social Media marketing - *NEW*
- Financing Options for Small Businesses

12:45 p.m. – 3:00p.m. **Lunch 16th floor**

1:00 p.m. – 4:00p.m. **Afternoon Networking - 16th & 17th floor**

Agency Vendor fair: Over fifty booths for City and State agencies, public authorities, prime contractors and private sector corporations.

NYC Business Solutions Financing Assistance Bullpen: Meet one-on-one with a NYC Business Solutions Center financing specialist to discuss your financing needs, identify an appropriate lender, and begin the loan application process.

Industry Table Networking: Tables will be grouped by industry and provide attendees with a chance to hear from staff from the agencies that spend the most in that industry. These experts will discuss a range of topics from how to get paid to common pitfalls to avoid.

Corporate Alliance Program (CAP) Interviews: CAP is an initiative between ten corporations and one university and the NYC Department of Small Business Services. The founding partners have committed to support one or more of four separate initiatives designed to increase contracting opportunities for M/WBEs with the corporations and build the capacity of the M/WBE's to deliver services.

Meet Representatives from the New York City Department of Education (DOE) Office of Equal Opportunity (OEO) and Department of Small Business Services (SBS)

What:
Office of Equal Opportunity
Presentation on How to Do
Business with the NYC
Department of Education

When:
Tuesday,
May 31, 2011
3:00 p.m.— 6:00 p.m.

Where:
St. George Library
5 Central Ave.
Staten Island, NY 10301

Across the street from the
Staten Island Ferry Terminal

RSVP
Adeline Stevens
(718) 816-4775
Astevens.wbcldc@verizon.net

WHAT YOU WILL LEARN:

- How to Market your Business Effectively to the DOE
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Quincy Jones
Phone: (718) 935-4287
QJones2@schools.nyc.gov

NYC
Small Business
Services

West
Brighton Community Local Development Corporation

NYC
Department of
Education
Dennis M. Walcott, Chancellor

Directory

Friday, June 10th, 2011

**9th Annual Queens
Small Business &
Procurement Expo**



**REACH NEW MARKETS
SELL TO FEDERAL, STATE,
LOCAL GOVERNMENTAL AGENCIES
& SMALL BUSINESSES**

**Con Edison Learning Center
43-82 Vernon Boulevard
Long Island City, NY 11101**

June 10, 2011

9th Annual Expo 2011 Program

Dear Expo Attendee:

Thank you for participating in our 9th Annual Business and Government Procurement Expo. A number of exhibitors from the public and private sectors are here to meet you and to discuss business and procurement opportunities with their respective organizations. Our exhibitors represent a variety of governmental agencies and private sector organizations but they have one thing in common; they all purchase goods and services necessary for the growth and stability of our economy. The goal of this Expo is to serve as a stimulus for business growth and economic development and the creation of jobs.

The LaGuardia Procurement Technical Assistance Center (PTAC), its sponsors and its business partners, are committed to making business and procurement opportunities available to small business owners in Queens and throughout the New York metropolitan area.

Once again, thank you for attending and we look forward to seeing you at other business and procurement events in the future.

Sincerely,
Edgard Hernandez

Continental Breakfast & Networking	8:00 AM - 8:30 AM
Color Guard	8:30 AM - 8:35 AM
Introductions and speakers	8:35 AM - 8:50 AM
LAGCC PTAC	Edgard Hernandez
Con Edison	Andrew Manger
Citibank, Citi VP Community Officer	Rei Perez
Nassau County, Deputy Director	Herbert Flores
Suffolk County, Deputy Director	Mel Guadalupe
Goldman Sachs	Paisley Demby
Closing	8:50 AM - 9:00 AM
LAGCC PTAC	Benjamin Hunt
Expo open for business	9:00 AM - 12:30 PM

See you next year!!!

Sponsors

Con Edison
Citibank

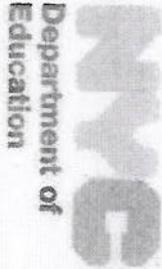


Department of Sanitation

Charles Croskey
MWD Business Development Outreach Coordinator
Dormitory Authority - State of New York
One Penn Plaza, 52nd Floor
New York, NY 10119-0098
Telephone: 212-273-5115
Fax: 212-273-5121
Email: ccroskey@dasnyc.org
Website: www.dasnyc.org



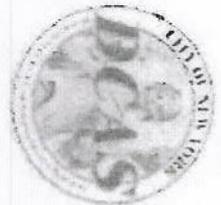
Ronald Blenderman
Agency Chief Contracting Officer
NYC Department of Sanitation
51 Chambers Street, Room 801
New York, NY 10013
Telephone: 917-237-5353
Fax: 212-788-7999
Email: rblender@dasnyc.gov
Website: www.dasnyc.gov



Donna K. Maffei-Gilmartin
Director of Budget & Personnel
NYC Department of Education
65 Court St., Ste 923
Brooklyn, NY 11201
Telephone: 718-935-3602
Fax: 718-935-2531
Email: Dgilmart@schools.nyc.gov
Website: <http://schools.nyc.gov/ceo/>



Lloyd C. Mair
Manager of Operations
School Construction Authority
30-30 Thomson Avenue
Long Island City
New York, NY, 11101
Telephone: 718-472-8899
Fax: 718-472-8087
Email: lmair@nycsca.org
Website: www.nycsca.org



Christine Norman
DCAS Office of Contracts
NYS Department of Citywide Administrative Services
1 Centre Street, 18th Flr. N
New York, NY 10007
Telephone: 212-669-4205
Fax: 212-669-3570
Email: cnorman@dcas.nyc.gov
Website: www.dcas.nyc.gov



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Owner
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Copiague, NY, 11726
Telephone: 631-841-2634
Email: apatel@ajespharma.com
Website: www.ajespharma.com



Elizabeth Perdomo
Director
Small Business Transportation Resource Center
30-20 Thomson Avenue, Suite B-309
Long Island City, NY 11101
Telephone: 718-482-5941
Fax: 718-609-2091
Email: eperdomo@lagcc.cuny.edu



Louis-Elias Wilson
President
PC Touch Services Inc
600 Johnson Avenue
Bohemia, NY, 11716
Telephone: 631-676-2282
Email: Wilson@pctouchservices.com
Website: www.pctouchservices.com



ASIAN WOMEN IN BUSINESS
Procurement Opportunities for
Minority/Woman Owned Businesses
Friday, July 15, 2011

BNY Mellon
101 Barclay Street, 10th Floor
New York, NY

PROGRAM

8:30 – 9:00 AM

Registration & Continental Breakfast

9:00 AM – 9:30 AM

General Session

Welcome/Introductory Remarks

- ❖ Bonnie Wong, President, *Asian Women In Business*
- ❖ Claire Scanlon, Vice President, *BNY Mellon*

Keynote Speaker

- ❖ Denise L. Pease, Regional Administrator for the Northeast & Caribbean, *U.S. General Services Administration*

9:30 AM – 10:30 AM

Selling to the Federal Government

Moderator

- ❖ Julie Azuma, President, *Different Roads to Learning*

Panelists

- ❖ Janice Bracey, Lead Small Business Specialist, Northeast and Caribbean Region, *U.S. General Services Administration*
- ❖ Pravina Raghavan, District Director for New York, *U.S. Small Business Administration*
- ❖ Monique Williams, Contracting Specialist, *U.S. Department of Housing & Urban Development*

10:30 AM – 11:30 AM

Opportunities with Regional / Public Authorities

Moderator

Len Walker, Manager of Special Procurements, *New York Power Authority*

Panelists

- ❖ Zenaïda Chape, Assistant Director, Outreach Programs, Department of Diversity and Civil Rights, *Metropolitan Transportation Authority*
- ❖ Roger Hsu, General Manager, Office of Business Diversity & Civil Rights, *Port Authority of NY & NJ*
- ❖ Gregory Glasgow, Director of Operations, Business Development Division (BDD), *NYC School Construction Authority*

ASIAN WOMEN IN BUSINESS
PROCUREMENT OPPORTUNITIES FOR
MINORITY/WOMAN OWNED BUSINESSES
FRIDAY, JULY 15, 2011

PARTICIPATING CORPORATIONS, GOVERNMENT AGENCIES AND REGIONAL AUTHORITIES

AIG
BNY Mellon
Campbell Soup Company
CBS Corporation
Colgate-Palmolive
Con Edison
Dun & Bradstreet
Emblem Health
Enterprise Holdings
Fresh Direct
IBM
National Grid
NBC Universal
Novartis Pharmaceuticals
Tishman Construction
Weil Gotshal & Manges

Empire State Development Corporation
NYC Dept. of Citywide Administrative
Services
NYC Department of Education
NYC Department of Environmental
Protection
NYC Department of Parks & Recreation
NYC Department of Police

NYC Department of Sanitation
NYC Department of Small Business Services
NYC Housing Authority
NYC Economic Development Corp.
NYC School Construction Authority
NYS Council on the Arts
State University of New York (SUNY)

U.S. Department of Commerce
U.S. Department of Housing & Urban
Development
U.S. Department of Interior
U.S. Department of Labor
U.S. Department of Treasury
U.S. Environmental Protection Agency
U.S. General Services Administration
U.S. Postal Service
U.S. Small Business Administration

Battery Park City Authority
Metropolitan Transportation Authority
New York Power Authority
NYS Dormitory Authority
Port Authority of NY/NJ

Exhibition Area Open from 9:30 AM to 1:45 PM

We wish to express our special thanks to BNY Mellon for its generous sponsorship of
AWIB's Annual Procurement Conference



ASIAN WOMEN IN BUSINESS

42 Broadway, Suite 1748
New York, New York 10004
T: (212) 868-1368 ♦ F: (212) 868-1373
info@awib.org ♦ www.awib.org

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OFFICE OF
EQUAL OPPORTUNITY

July 25, 2011

Ms. Odelia Levy
Associate Counsel EEO and Diversity Management
NYC Department of Education
65 Court Street, Suite 1102
Brooklyn, NY 11201

Dear Ms. Levy,

Thank you for representing your agency at the Asian Women in Business (AWIB) Annual Procurement Opportunities Conference exhibitor area on July 15th, 2011. Your participation helped to ensure our program's success.

Over 300 attendees, many of whom are Minority/Women Business Enterprises from the tri-state area, came to the annual conference. We hope that you had a productive day of outreaching and disseminating information. We share your goal of increasing M/WBE participation and we are always open to providing you with assistance in utilizing diverse suppliers.

Based on the feedback we received from the minority and women business owners present, the information shared by the exhibitors, specifically the procurement process and potential opportunities, was invaluable.

We look forward to working with you again in the future. Please do not hesitate to contact us at (212) 868-1368 if you have any questions or comments regarding the conference.

Sincerely,

Bonnie Wong
President