

# Weekly Workshop Series Each Wednesday of the Month!



Learn everything you need to know about contracting with the City and County of San Francisco through our **FREE, WORKSHOP SERIES!**

The San Francisco Contracting Monitoring Division offers **THREE** workshops designed to teach businesses everything they need to know about doing business with the City and County of San Francisco, including:

- ❖ **Becoming a City vendor**
- ❖ **Bidding on City contracts**
- ❖ **Participating in the Local Business Enterprise (LBE) Certification Program**

The workshops are **FREE** and held **EACH WEDNESDAY** of the month at 30 Van Ness Avenue, Suite 200. Reservations are not required, but highly recommended.

## 1<sup>st</sup> Wednesday of Every Month

**Workshop Name:** “How to become a City Vendor and/or Certify your Business with the San Francisco Contracting Monitoring Division as an Local Business Enterprise (LBE), PUC-Local Business Enterprise (PUC-LBE) or Non-Profit Entity (NPE)”

**Time:** 10 AM – 12 PM

**Location:** 30 Van Ness Ave, Suite 200, San Francisco, CA 94102

**RSVP:** Beverly Popek at (415) 581-2319, [beverly.popek@sfgov.org](mailto:beverly.popek@sfgov.org)

## 2<sup>nd</sup> Wednesday of Every Month

**Workshop Name:** “How to Bid on City Contracts and Make the most of your LBE, PUC-LBE and NPE Certification.”

**Time:** 10 AM – 12 PM

**Location:** 30 Van Ness Ave, Suite 200, San Francisco, CA 94102

**RSVP:** Zula Jones at (415) 252-2503, [zula.jones@sfgov.org](mailto:zula.jones@sfgov.org)

*\*\* Required for all newly certified firms \*\**

## 3<sup>rd</sup> Wednesday of Every Month

**Workshop Name:** “Overview of the San Francisco Surety Bond Program for LBE, PUC-LBE and NPE Certified Construction Firms.”

**Time:** 10 AM – 12 PM

**Location:** 30 Van Ness Ave, Suite 200, San Francisco, CA 94102

**RSVP:** Jenny Elmore at (415) 986-3999 or [jelmore@imwis.com](mailto:jelmore@imwis.com)