



The DeKalb County Purchasing and Contracting Department (P&C) virtually presents the

## **5<sup>th</sup> Annual Reverse Trade Show &**

### **Procurement Summit**

**Friday, August 27, 2021**

**9:00am – 12:00pm**

*Eastern Standard Time*

**Connect, Engage, and Empower!**

## **What to Expect:**

The purpose of this event is to promote networking opportunities and enhance procurement knowledge for our stakeholders, along with the vendor community. The occasion is geared towards increasing DeKalb County's vendor market and strengthening current vendor relationships, while also ensuring that ongoing procurement needs are met. P&C encourages current or prospective vendors along with the public-at-large to take advantage of this chance to gain key insight surrounding upcoming bid opportunities, connect with industry-like professionals, and learn how to do business with the County.

**This action-packed, virtual event will boast some of the following topics, in which participants will have the opportunity to explore:**

- P&C Purchasing Policy, and Navigating the P&C Website
- Vendor Registration (iSupplier Account Management)
- Understanding how to 'source' procurement within DeKalb County
- Bidding on small dollar amount opportunities
- Understanding the DeKalb First LSBE Ordinance
- LSBE Compliance and Certification
- First Source Jobs Ordinance and Work Source DeKalb
- Current/Upcoming SPLOST purchases
- And More!

## **Breakout Sessions will involve some of the following DeKalb County Departments:**

- Department of Watershed Management
- Purchasing and Contracting
- Community Development
- Information Technology
- And More!

**Participants will have the chance to provide contact information, and present listings of the services and/or goods offered to department representatives, while receiving answers to questions from procurement staff.**

### **B2B Networking:**

Industry-specific breakout sessions will be available based on the business categories awarded in DeKalb County. (Construction, Professional Services, and Commodity Supplier).

### **B2B Spotlight Opportunity:**

Participants will have the chance to win a spotlight opportunity to speak directly to industry-specific, marketplace vendors in attendance. We encourage those who participate to prepare a brief elevator speech that identifies the correlating NIGP codes in efforts to maximize the moment, if granted. The premise is to establish potential partnership, expanded marketplace awareness, and effective collaboration.

### **Prepare and Participate to win:**

Throughout the session, attendees will have the opportunity to answer multiple questions, polls, and form-based surveys to enter a final drawing. Questions and polls are based on the various topics presented during the event. There will be one (1) attendee per Business Category (Construction, Professional Services, and Commodity Supplier), to total 3 (three) winners, selected to have the initial 'Spotlight' during the B2B Networking Breakout Session. The winner will have up to 3 minutes in each assigned segment to present their business value/interest to industry-like marketplace (to include collaborative interest, NIGP code details, virtual business cards, etc.). The 'B2B Spotlight' winner will also receive precedent listing on post-event B2B Networking Communication Material.

**\*\* Participants are encouraged to pre-plan for this moment, if afforded. The event will be action-packed with respect to the time allocated to each Agenda Item. \*\***

# AGENDA

## **9:00am – 9:39am Opening Ceremonies**

Getting to Know the Department of Purchasing & Contracting (P&C)

## **9:40 am – 11:00am Back-to-Back Presentations**

Getting to Know DeKalb County Departments (included but not limited to):

- Department of Watershed Management
- Community Development
- Information Technology
- And More!

*\*Q&A session subsequent each presentation*

**\*\*Prepare to learn more about the needs of each department, upcoming procurement opportunities, additional resources available, and more! \*\***

## **11:01am – 11:29am Breakout Sessions**

Becoming more familiar with: P&C Purchasing Policy/Procedures and Navigating the P&C Website. iSupplier Registration/Account Management, the DeKalb First LSBE Program, and more!

1. Breakout Session - iSupplier
2. Breakout Session – The DeKalb First LSBE Ordinance
3. Breakout Session – P&C Purchasing Policy / Website Tutorial

**\*Participants will have the option to select one (1) Breakout Session. If there's an interest in multiple sessions, it is recommended that multiple representatives attend on behalf of your organization with respect to the time allocated to each Agenda Item. \***

## **11:30am – 11:45am B2B Networking Breakouts (by Business Category)**

*“B2B Spotlight” (Poll winners allowed to present a 3-minute elevator pitch)*

- Option 1 – Construction
- Option 2 – Professional Services
- Option 3 - Commodity Supplier

## **11:46am – 12:00pm Closing Ceremonies**

## **More about the Department of Purchasing and Contracting:**

Our efforts to provide a fair, transparent, and competitive arena for the entire marketplace result from our core belief that public sector procurement must achieve the very best value. We seek valued, competent business partners with each purchase. This goal could not be met without active quotes, bids and proposals from the competitive market that seek opportunities to EARN our business. At the same time, we strive to become a better customer. DeKalb County is a consistent buyer of many goods and services year after year. On our website, you will find necessary information about the county. We include current bidding opportunities, How-to data, and common FAQs among other pages of information. Please visit our website for additional details at: [www.dekalbcountyga.gov/dobusiness](http://www.dekalbcountyga.gov/dobusiness)

DeKalb County Purchasing Policy: [Click Here!](#)

## **How to do Business with DeKalb County:**

Purchasing and Contracting utilizes a competitive bidding process and contracts are awarded based on a combination of factors that are most advantageous to DeKalb County. The County reserves the right to make no awards, one award of all items or multiple awards of items. The method utilized to solicit bids and proposals is determined by the estimated dollar value of the individual purchase or the type of commodity or service needed.

The Purchasing and Contracting Department is now utilizing [iSupplier](#) to manage our vendor relationships electronically. It is very important that any vendor/supplier interested in or currently doing business with DeKalb County go to our [iSupplier](#) page to obtain all necessary information concerning registration, account management, invoicing/payments and links to iSupplier' s training and instructional documentation.

## **Upcoming Event:**

“How to Do Business with DeKalb County” Seminar – Registration Required  
September 10th, 2021 @ 10:00am – 11:30am [Click Here to Register](#)

## **Questions & Concerns:**

Email: [DeKalbFirstLSBE@dekalbcountyga.gov](mailto:DeKalbFirstLSBE@dekalbcountyga.gov)