

The State of Missouri is proud of the many businesses that provide essential products and services to help state agencies better serve Missouri citizens.

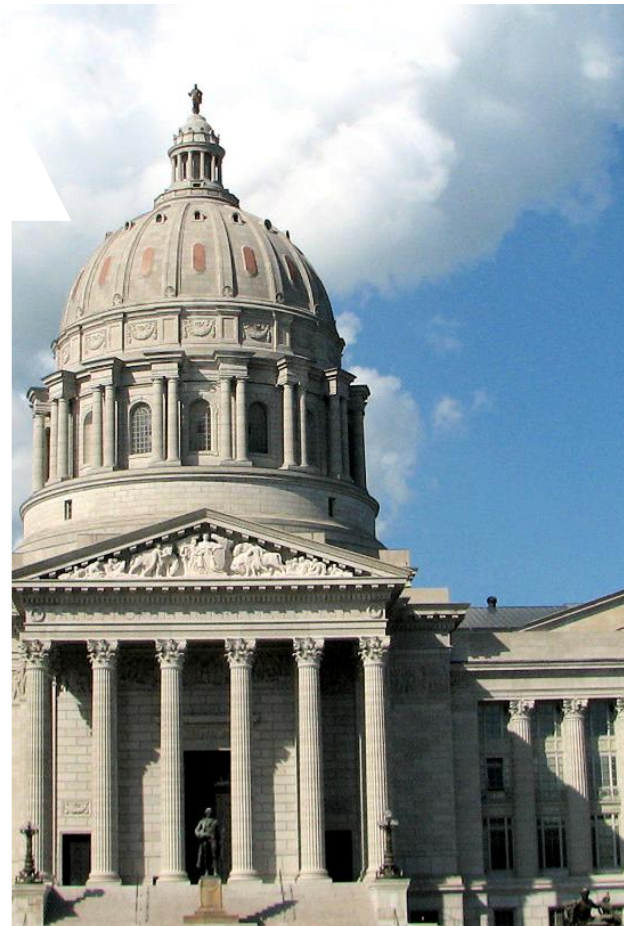
To support the continued growth of Missouri businesses, both large and small, the Missouri Office of Administration is pleased to sponsor a way to help businesses navigate the complexities of starting and successfully growing their business in Missouri.

State of Missouri SMALL BUSINESS SYMPOSIUM

AND
REVERSE VENDOR FAIR

Join us to...

**NETWORK WITH OTHER BUSINESSES AND MISSOURI STATE
GOVERNMENT AGENCIES**



**REGISTER NOW to attend this
FREE event in two great cities:**



**May 27
St. Louis**

Airport Renaissance Hotel
9801 Natural Bridge Road
St. Louis, MO 63134
314-429-1100



**June 3
Kansas City**

Adam's Mark Hotel
9103 East 39th Street
Kansas City, MO 64133
816-737-0200

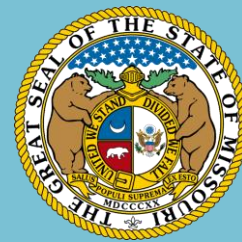
Free parking at both locations!



WHILE YOU'RE THERE...
ATTEND **THREE** INFORMATIVE
PRESENTATIONS TO HELP YOUR BUSINESS
GROW!

Making connections...growing together!

State of Missouri SMALL BUSINESS SYMPOSIUM AND REVERSE VENDOR FAIR



AGENDA

7:30 AM – 8:30 AM
REGISTRATION

8:30 AM – 8:45 AM
GENERAL SESSION/WELCOME

9:00 AM – 9:45 AM
VENDOR BOOT CAMP: A Roadmap through the State of Missouri's Competitive Bid Process

Just as a map provides direction in reaching a destination, this session will serve as a compass to the attendees on their quest to bid and receive a state contract award. This session provided by the State of Missouri Division of Purchasing and Materials Management will discuss how to become a registered vendor, finding posted bid opportunities, keys to preparing a bid/proposal packet, developing an effective subcontracting relationship and steps to having a successful contract performance. Attendees will leave the session with a basic overview and understanding of the State of Missouri's competitive bid process, the procurement resources available and with purchasing staff's contact information for further networking opportunities.

10:00 AM – 10:45 AM
LET'S TALK MONEY: Access to Capital for Small Businesses

Every business owner knows that "money talks," but where do business owners go to "talk money" for their own business needs? This session anchored by the *Missouri Department of Economic Development* will focus on sources of funding capital for today's small business owner. Topics in this session will include Bank Financing – *finding the right banker, information bankers need to make loan determinations, and typical lending standards*; and Small Business Association (SBA) Guaranteed Loans – *working with a SBA certified or preferred lender, and SBA qualifications and criteria*. Information will also be provided on other sources of capital that include equity investments and private equity sources.

11:00 AM – 11:45 AM
THE HUMAN ELEMENT IN YOUR SUCCESS: Building and Maintaining a High Performing Work Team

Today's entrepreneurs can often use a variety of resources to realize their vision of operating their own business. But beyond any brick and mortar, or e-commerce structure the business may have, the "human" aspect of finding and managing a team of individuals to help the business grow can be one of the biggest impediments to success if not managed properly. This session provided by the *State of Missouri Center for Management and Professional Development* will discuss the importance of using a behavioral interview approach to hire new staff, explain how using onboarding strategies can help new hires understand their role within the business; and how practicing ongoing performance management can help to develop a team of highly-engaged employees ready and able to help your business succeed.

11:45 AM – 12:30 PM
Additional Networking for Businesses and State Agencies

This agenda applies to the Symposium in St. Louis and Kansas City



Who should attend?

- Prime Contractors**
- Subcontractors**
- Large, Medium and Small Businesses**
- MBE/WBE Business Owners**

Mid and large business owners...join us throughout the morning to meet, interact, and discuss with small business attendees future subcontracting and/or joint venture opportunities.

**LEAVE WITH INFORMATION
AND RESOURCES THAT CAN
HELP YOUR BUSINESS GROW!**

**REGISTER to attend this
FREE event**

REGISTER [ONLINE](#) TO ATTEND THE SYMPOSIUM IN EITHER ST. LOUIS OR KANSAS CITY

FOR HELP WITH YOUR REGISTRATION
Contact Tammy Bagley at 573-881-4849 or email:
tammy@custommeetingplanners.com

FOR MORE INFORMATION ABOUT THE SYMPOSIUM
Contact Wanda Seeney, Office of Administration, at
573-522-1898 or email: Wanda.Seeney@oa.mo.gov

VISIT THE SYMPOSIUM WEBSITE AT:
<http://oa.mo.gov/sbs>