



City of Tampa

Jane Castor, Mayor

Equal Business Opportunity

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<https://www.tampa.gov/ebo>

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Equal Business Opportunity Program

Orientation for Doing Business

Contractors, Subcontractors, Consultants, and Vendors

Date: 2nd Tuesday of each month – **Time:** 11 a.m.-12 p.m. – **Place:** Microsoft Teams

Agenda

- Welcome
- Ice Breaker
- What You Need to Know to do Business
 - EBO Mission and Strategic Goals
 - EBO Functional Areas
 - EBO Policy Application
 - What the City Procures
 - Purchasing Department Intro
 - Tips for Successful Bids and Quotes
 - Contract Admin. Department Intro
 - Good Faith Efforts Overview
 - Value-Added Benefits of Certification
 - Other Agencies That Recognize Our Certification
- Guide To Additional Resources
- Guest Speakers
- Summary/Questions
- Introductions of Companies
- Adjournment