28th Annual Procurement Opportunities Fair

Oct. 13, 2015
DoubleTree by Hilton Mars, Pa.

Sponsored by:
Government Agency Coordination Office (GACO), PTAC
California University of Pennsylvania
Government Contracting Assistance Center (GCAC), PTAC
Slippery Rock University of Pennsylvania
California University of Pennsylvania and Slippery Rock University of Pennsylvania are sponsoring GACO’s 28th Annual Procurement Opportunities Fair to assist businesses interested in pursuing government contracts and subcontracts. The fair provides an excellent chance for businesses to meet with government agencies and prime contractors seeking to identify potential vendors and suppliers. A number of government agencies, major corporations and local purchasing representatives will participate in the fair offering a tremendous marketing opportunity for businesses. Additionally, two government contracting seminars are being presented - see agenda.

**Admission/Registration Information**

The admission fee for the fair is $35 per attendee if payment is received by Sept. 28, 2015. After Sept. 28, 2015, the cost per attendee is $45. Payments submitted through the mail must be postmarked by Sept. 28, 2015 for the discounted rate. Registration fee includes a buffet lunch.

There are a limited number of booths available to purchase for area businesses. Booth space will be assigned as available on a first come, first serve basis. The booth cost is $150 (in addition to the attendee fee). All other booths are reserved for government agencies and major corporations. Register online only at www.calu.edu/gacofair. For additional information please contact Tracy Julian at 724-938-5881 or julian@calu.edu.

**Booth Information**

Booths include draping, 8’ x 8’ space, one 6 foot draped table, two chairs, and a sign with your designated lettering. You may provide your own sign if you prefer. Booth setup is on Oct. 13, 2015 from 7 a.m. to 9 a.m.

Electricity is available in all booths. There is a $38.10 charge for (one) 110-volt outlet. Payments for electricity are to be made directly to the DoubleTree by Hilton. Credit card payments are due when ordered. Contact Phillip Wintgens at pwintgens@doubletreecranberry.com or 724-776-6900 to request electricity. Make sure you have your booth number when requesting electricity.

Should you require special services other than those mentioned above, such as receipt and storage of procurement fair materials, make arrangements directly with Phillip Wintgens. Fair boxes or packages shipped prior to the event must include your company name, the name of the person attending the fair, the booth number and “GACO Procurement Fair” on the outside of the material. Fair materials should not arrive before Oct. 8, 2015.

**Note:** We suggest that booth holders have at least two representatives attend to gain maximum benefit from the fair.
**Agenda**

7 - 9 a.m.  
Registration/Booth Set Up  
**Lawrence/Armstrong Pre-Function**

9 - 3 p.m.  
Booth Area Open  
**Grand Ballroom**

9:30 - 10:45 a.m.  
DLA Internet Bid Board System (DIBBS)  
**Venango Room**  
*Will Chavez*  
Small Business Specialist  
8(a) Program Manager  
DLA Land and Maritime  
Columbus, Oh.

11:30 - 12:15 p.m.  
First Lunch Seating  
(must have lunch ticket)  
**Atrium**

12:15 - 1:00 p.m.  
Second Lunch Seating  
(must have lunch ticket)  
**Atrium**

1:30 - 2:45 p.m.  
Doing Business with the Commonwealth of Pennsylvania  
**Venango Room**  
*Gayle Nuppau*  
Procurement Liaison  
Bureau of Small Business Opportunities  
Harrisburg, Pa.

3 p.m.  
Booth Area Closes  
**Grand Ballroom**

Drawing for Donated Gifts will be held throughout the day  
(must be present to win)  
**Grand Ballroom**

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**Accommodations**

A block of rooms has been reserved at the DoubleTree by Hilton. The group rate is $115 and the industry rate is $159. Room reservations are your responsibility and should be made promptly with the hotel. **Block-reserved rooms will be released after Oct. 5, 2015.** For rates at other hotels in the area contact Tracy Julian. Government tax forms are acceptable in Pennsylvania and the per diem in Mars, Pa. is $129 a day. Please make reference to GACO, California University Procurement Fair when making your reservations.

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**GACO/GCAC**

The Government Agency Coordination Office (GACO) of California University of Pennsylvania and the Government Contracting Assistance Center (GCAC) of Slippery Rock University of Pennsylvania are sponsoring this fair. GACO/GCAC is a Procurement Technical Assistance Center (PTAC), providing help to companies interested in pursuing federal, state and local government contracts and subcontracts. Businesses using our services have reported receiving 54,200 contracts totaling more than $3.3 billion since our inception in 1985. Please visit our website at [www.calu.edu/business-community](http://www.calu.edu/business-community) for a complete list of services provided.
DoubleTree by Hilton Floor Plan

Shaded booths on floor plan indicate booths reserved for government agencies, major corporations and our resource partners. The remaining booths (38) are available for purchase by private businesses. All booths are 8’ x 8’. When registering online please indicate if electricity is required. Refer to the Booth Information section (Page 1) for details on ordering electricity for your booth.