

Doing Business with General Services Administration

July 26, 2007

U.S. Department of Energy
National Energy Technology Laboratory
Pittsburgh, PA
8:30 a.m. - Noon

The General Services Administration (GSA) is the federal government's business manager, buyer, real estate developer, IT solutions provider, and telecommunications manager and acts as a catalyst for nearly \$66 billion in federal spending. GSA contracts fall under three major categories: general-purpose supplies, equipment and services; building construction, repair and maintenance; and information technology and network services. Through GSA's Federal Supply Schedules businesses have the opportunity to sell products and services to federal agencies. GSA schedules cover a wide variety of products that include office supplies, computer systems, furniture, cleaning equipment and supplies, and test and measurement equipment. Services purchased by GSA include accounting, graphic design, landscaping, engineering and environmental. For a list of federal supply schedules access www.gsaelibrary.gsa.gov/ElibMain/ElibHome.

At this *free seminar* Helena Koch, Small Business Specialist, U.S. General Services Administration will provide information on doing business with GSA, identifying the appropriate schedule, the basics of preparing and submitting your bid and marketing to the government.

Registration Information

The seminar is free, however pre-registration is mandatory, **no walk-ins will be accepted**. Because of the security requirements at NETL **all registrations must be received by Monday, July 23, 2007. There are no exceptions**. Mail or fax your completed registration form to:

NETL Event Management
U.S. Department of Energy
National Energy Technology Laboratory
626 Cochran Mill Road
Pittsburgh, PA 15236
Fax: 412-386-6486

For questions regarding the program content, please contact Kate Glodek at 412-237-6098.

Since this event is being held at the U.S. Department of Energy's National Energy Technology Laboratory, we are obligated to adhere to the federal regulations that govern access to their site by individuals who may be foreign nationals, permanent residents, immigrants or refugees. All such individuals who wish to attend this event must immediately complete and submit NETL's Form 142.1-2, Request for Foreign National Unclassified Visitor or Assignment. There are no exceptions. The form can be accessed at: <http://www.netl.doe.gov/events> by clicking on July 26, 2007.

Coffee and danish will be available at registration beginning at 8:00 a.m.

Directions to NETL

From the Pittsburgh International Airport: Take parkway West to exit 5B, this exit is to the right immediately before the Fort Pitt tunnel. Do not enter the tunnel. Proceed 7.5 miles on US-51S. Exit to the right immediately past the CVS Pharmacy (Cloverleaf Exit) and merge onto Curry Hollow Road. Proceed 1.5 miles through 7 lights on Curry Hollow Road. Move into the left lane after the 5th light. At three-way intersection with Brownsville Road, turn left onto Brownsville Road (follow sign pointing to "Bruceton Research Center"). Stay in the left lane. Brownsville Road becomes Cochran Mill Road after the first stop sign. Continue with directions **From Main Entrance**.

From Points South: Start out on PA-51N. Continue to follow PA-51N until you come to the ramp for South Park/Bethel Park. Merge onto Curry Hollow Road. Follow Curry Hollow Road to a three-way intersection with Brownsville Road, turn left onto Brownsville Road. Brownsville Road becomes Cochran Mill Road after the first stop sign. Continue with directions **From Main Entrance**.

From Points North: Start out on I-79S. Merge onto I-279 via exit 72 on the left toward Pittsburgh. Merge onto I-579S via exit 8A toward Veterans Bridge. Make a slight right onto Crosstown Blvd. Stay straight to go onto Liberty Bridge. Go through Liberty Tunnels. Exit onto PA-51S toward Uniontown. Proceed 7.5 miles on US-51S. Exit to the right immediately past the CVS Pharmacy (Cloverleaf Exit) and merge onto Curry Hollow Road. Proceed 1.5 miles through 7 lights on Curry Hollow Road. Move into the left lane after the 5th light. At three-way intersection with Brownsville Road, turn left onto Brownsville Road (follow sign pointing to "Bruceton Research Center"). Stay in the left lane. Brownsville Road becomes Cochran Mill Road after the first stop sign. Continue with directions **From Main Entrance**.

From Main Entrance: Go past the main entrance for Bruceton Research Center. At the next stop sign make a right onto Wallace Road. Cross the railroad tracks, and go up the hill and past the ball field and daycare center, both of which will be on your left. Turn into the second paved driveway on your left, where the sign states National Energy Technology Laboratory. Check in at the first guard shack midway up the driveway. The guard will direct you to parking.

Registration Form

Company Name: _____

Address: _____

City: _____

State: _____ Zip: _____

County: _____

Phone: _____

Email Address: _____

Web Address: _____

Attendees: _____

Business Type: Large Small

Woman-Owned Disadvantaged

Nonprofit Other

HUBZone HUBZone Certified

Veteran-Owned Yes No

If Yes, Service-Disabled Yes No

Are you currently a GACO/GCAC Client?

Yes No

If Yes, which office?

California Pittsburgh Slippery Rock

Please mail registration form to:

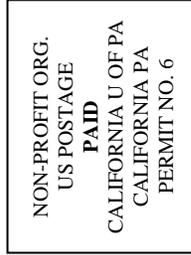
NETL Event Management

U.S. Department of Energy

626 Cochrans Mill Road

Pittsburgh, PA 15236

or fax to: 412-386-6486



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Sponsored by:

The Government Agency
Coordination Office (GACO)
of
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Assistance Center (GCAC)
of
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and the

U.S. Department of Energy
National Energy Technology Laboratory