



# US Department of Energy 12th Annual Small Business Conference & Expo May 10-12, 2011 - Kansas City, MO

## Conference Agenda\*

All activities will take place at the [Kansas City Convention Center](#).

### MONDAY, MAY 9

- 12:00pm – 6:00pm Registration Open Lobby 2300
- 12:00pm – 6:00pm Exhibitor Move-In Exhibit Hall D

### TUESDAY, MAY 10

- 7:30am – 6:00pm Registration Open Lobby 2300
- 7:30am – 8:30am Continental Breakfast Lobby 2500 B
- 7:30am – 1:00pm Exhibitor Move-In Exhibit Hall D
- 8:30am – 9:30am Welcome Remarks:  
Opening Ceremonies Grand Ballroom
- 9:30am – 10:00am Break
- 10:00am – 11:45am Keynote Devora Zack Grand Ballroom
- 12:00pm – 1:30pm FY 2010 Secretarial Small Business Awards Luncheon Great Hall
- 2:00pm – 3:15pm Breakouts
  - A1. How to Do Business with DOE 101 - Room 2505
  - A2. Green Initiatives and Contracting - Room 2502
  - A3. Teaming/Subcontracting - Room 2504
- 2:00pm – 7:00pm Exhibit Hall Open Exhibit Hall D
- 3:15pm – 3:30pm Break
- 3:30pm – 4:45pm Breakouts
  - B1. "Startup America" - Room 2502
  - B2. Navigating the FMC Contracting Waters - Room 2504
  - B3. Powering Up the Women's Procurement Program - Room 2505
  - B4. Strategic Sourcing – Room 2503
- 5:00pm – 7:00pm Welcome Reception in the Exhibit Hall Exhibit Hall D

### WEDNESDAY, MAY 11

- 7:30am – 5:00pm Registration Open Lobby 2300
- 7:30am – 8:30am Continental Breakfast Lobby 2500 B
- 8:30am – 10:15am Welcome Remarks/Keynote John Moore Grand Ballroom
- 10:30am – 5:00pm Exhibit Hall Open Exhibit Hall D

10:15am – 10:30am Break

10:30am – 11:45am Breakouts

C1. Navigating the FMC Contracting Waters - Room 2504

C2. Legal Landmines for Small Contractors - Room 2505

C3. Marketing Tactics For Government Contracts - Room 2502

12:00pm – 1:30 pm Lunch on Own

1:30pm – 2:45pm Breakouts

D1. Teaming/Subcontracting - Room 2504

D2. Proposal Writing - The Dos and Don'ts - Room 2502

D3. How to Do Business with DOE 101 - Room 2505

D4. Getting the Green \$ - Room 2503

2:45pm – 3:00pm Break

3:00pm – 4:15pm Breakouts

E1. Small Business Resources in Your Community - Room 2502

E2. DOE's Mentor-Protégé Program - Room 2505

3:00pm – 5:00pm Breakout

E3. Minority Serving Institutions (MSIs) - Room 2504

5:00pm – 8:00pm Expo Move-Out

Exhibit Hall D

#### THURSDAY, MAY 12

7:00am – 8:00am Continental Breakfast

Lobby 2500 B

8:00am – 2:00pm Registration Open

Lobby 2300

9:00am – 12:00pm Matchmaking Sessions

Grand Ballroom

12:00pm – 1:30pm Lunch on Own

1:30pm – 4:30pm Matchmaking Sessions

Grand Ballroom

#### FRIDAY, MAY 13

All day SBPM Meeting  
*Internal DOE Event—for Small Business  
Program Managers only (SBPMs)*

\* Times subject to change