



News Release

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For release: December 4, 2009

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Helpful hints on how to do business with Arapahoe County

Arapahoe County and the Aurora Chamber of Commerce offer workshops on how to conduct business with the County

LITTLETON, CO. --- Arapahoe County and the Aurora Chamber of Commerce invite vendors interested in doing business with the County to attend a helpful hints workshop at the Aurora Chamber of Commerce, 14305 E. Alameda Ave., Suite 300, in Aurora. Vendors can choose from two workshops:

- Wednesday, Dec. 9 - 5 – 7 p.m.
- Wednesday, Jan. 20 - 11 a.m. – 1 p.m.

Attendees will learn:

- How to register as a vendor via the County web site
- The methods of procurement used by the County to issue contracts
- Determine the method of source selection
- Understand the formal solicitation process
- Identify the types of commodity items purchased by the County

“This is a great opportunity for vendors to meet with staff and discuss possible future business opportunities with the County,” said Arapahoe County Commissioner Pat Noonan. “I encourage interested vendors to attend one of these workshops and learn some valuable tips.”

The fee for the workshop is \$20 for chamber members and \$25 for non-members. Please R.S.V.P. to Janice Cooper at 303-344-1500 or by e-mail at Janice.cooper@aurorachamber.org. For more information about the workshop, call Keith Ashby with the Arapahoe County Finance Department at 303-795-4435.
