

DPS WORKSHOPS HAVE GONE VIRTUAL!

We are now offering our workshops virtually. To register, sign-up at chicago.gov/dpsevents. To request an accommodation, please contact DPS Public Affairs at dps.accommodations@cityofchicago.org. Join us in January for the following workshops:

FIRST LOOK: PUBLIC SAFETY ■ JANUARY 5 | 2 - 3PM

This session is intended to educate vendors about the services the City of Chicago's public safety agencies provide and to learn what products and services the departments will need to procure in the next 12 months to assist in those efforts and how to pursue contract opportunities as either a direct or indirect contractor or subcontractor.

WORKING WITH ASSIST AGENCIES

■ JANUARY 6 | 2 - 3PM

Assist Agencies are comprised of not-for-profit agencies and/or chambers of commerce that represent the interests of Chicago's diverse communities. These organizations offer resources to help businesses at every stage of their growth cycle as well as connect prime contractors with certified firms for subcontracting opportunities. This workshop will outline the role and responsibilities of an Assist Agency.

HOW TO BECOME CERTIFIED ■ JANUARY 12 | 2 - 3PM

DPS is the certifying agency for the following certifications: Minority-Owned Business Enterprise, Women-Owned Business Enterprise, Veteran-Owned Business, Business Enterprise for People with Disabilities, Disadvantaged Business Enterprise and Airport Concessions Disadvantaged Business Enterprise (ACDBE). Learn who is qualified to be a certified firm, the documents needed when submitting, and how to avoid common mistakes.

PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY

■ JANUARY 13 | 2 - 3PM

Do you have questions about how to become a successful bidder on City contracts? Unsure where to begin? This workshop highlights the role and responsibility of the City's purchasing process. Learn different procurement methods and laws. Understand what it takes before you start the bidding process and your responsibilities after you have won a contract.

THE ABC'S OF DBE AND ACDBE CERTIFICATION

■ JANUARY 19 | 2 - 3PM

This workshop is an overview of the City's Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs. Learn the application process, benefits of certification as part of the Illinois Unified Certification process with the City, Illinois Department of Transportation, CTA, Metra, and Pace.

ePROCUREMENT 101 ■ JANUARY 20 | 2 - 3PM

eProcurement applies digital technology to the acquisition of goods and services, which has now become the standard solicitation method. This class focuses on assisting prospective bidders and proposers with registering for an iSupplier account and submitting an online bid to the City. This class is open to all interested in doing business with the City.

BUILDING CHICAGO! CONSTRUCTION CONTRACTING OVERVIEW

■ JANUARY 26 | 2 - 3PM

Construction-focused workshop that provides an overview of the bidding process and highlights programs related to construction opportunities. Additionally, learn about the Job Order Contract (JOC), another delivery method for the City to procure construction services.

CONTRACTING 101: HOW TO RESPOND TO A REQUEST FOR PROPOSAL (RFP)

■ JANUARY 27 | 2 - 3PM

This workshop is designed to teach business owners how to respond to a City RFP. Using advice from seasoned professionals, learn specific details about what evaluators look for in a RFP and how to avoid common mistakes that can hurt your chances of a winning bid. Attend this workshop and you will learn how to navigate RFP specifications efficiently.

Interested in more workshops? Reference all workshops, as well as information about our programs, from the DPS events and outreach page www.chicago.gov/dpsevents. Download all workshop PowerPoint files and stay up-to-date with DPS!



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