

### DPS WORKSHOPS HAVE GONE VIRTUAL!

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

#### FINANCIAL RESOURCES FOR YOUR BUSINESS

FEBRUARY 3 | 2 - 3PM

The DPS website is the best place to find a wealth of resources relating to City procurement. This workshop will take you through the the website as well as all the resources that are available and how to find them. Learn how to: locate upcoming opportunities, bid tabulations, information about awarded contracts, how to identify primes and Chicago certified subcontractors, City auctions, upcoming outreach events and how to stay informed of all the latest news and updates.

#### HOW TO BECOME CERTIFIED

FEBRUARY 10 | 2 - 3PM

DPS is the certifying agency for the following certifications: Minority-Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE), Veteran-Owned Business (VBE), Business Enterprise for People with Disabilities (BEPD), Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE). This workshop provides detailed information on who is qualified to be a Chicago certified form. Learn what documents are needed when submitting an application and how to avoid the most common mistakes in the certification process. Subject matter experts will be on-hand to answer all your questions about common certification topics.

#### PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY OF CHICAGO

FEBRUARY 10 | 2 - 3PM

Do you have questions about how to become a successful bidder on City contracting opportunities? Unsure where to begin? This informational workshop highlights the role and responsibility of DPS in the City's purchasing process. Learn about different procurement methods and the laws which govern the procurement process. Once completed, you will better understand what it takes before you start the bidding process and your responsibilities after you have won a contract with the City of Chicago.

#### WORKING WITH ASSIST AGENCIES: FRESH START HOME COMMUNITY DEVELOPMENT, SUSTAINABLE OPTIONS FOR URBAN LIVING (SOUL) & BLACK CHAMBER OF COMMERCE

FEBRUARY 24 | 2 - 3PM

City of Chicago Assist Agencies are comprised of not-for-profit agencies and/or chambers of commerce that represent the interests of small, local, minority, women, veteran, and disadvantaged- owned businesses within Chicago's diverse communities. These organizations offer many 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.

#### ePROCUREMENT 101

FEBRUARY 25 | 2 - 3PM

eProcurement applies digital technology to the acquisition of goods and services. The City has been phasing in this process, which has now become the standard solicitation method due to statewide shelter in place requirements. This class focuses on assisting prospective bidders and proposers with registering for an iSupplier account and submitting an online bid to the City of Chicago. This class is open to all interested in doing business with the City. Vendors who need to respond to an eProcurement solicitation as a result of a recent conversion from paper solicitations are encouraged to attend.

#### WANT TO LEARN MORE?



DPS Alerts is the best way to keep up with news, events, outreach, and business opportunities with the City. You should expect to receive the DPS Alert every Monday (excluding holidays) directly to your email inbox.

Sign-up for DPS Alert at [www.chicago.gov/dpsalert](http://www.chicago.gov/dpsalert)

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](http://www.chicago.gov/dpsevents). Download all workshop PowerPoint files and stay up-to-date with DPS!



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