

DPS WORKSHOPS HAVE GONE VIRTUAL!

We are now offering our workshops virtually. Pre-registration is required 24 hours in advance to receive the link to the workshop. To register, sign-up at chicago.gov/dpsevents. Join us in January for the following workshops:

HOW TO NAVIGATE THE DPS WEBSITE

JANUARY 6 | 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 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

JANUARY 13 | 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 firm. 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

JANUARY 14 | 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.

YOUR BUSINESS IS CERTIFIED: NOW WHAT?

JANUARY 20 | 2 - 3PM

Your business is certified, what are your next steps? This workshop will provide valuable information to newly certified firms on how to compete for City contracts as well as provide information on resources available to certified firms. Are you prepared to meet with prime contractors? Have you considered joint venturing on contracting opportunities? Are you attending pertinent networking events? Come hear advice from subject matter experts to better market your business, compete for, and earn City contracts.

ePROCUREMENT 101

JANUARY 21 | 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.

THE ABC'S OF DBE AND ACDBE CERTIFICATION

JANUARY 27 | 2 - 3PM

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

BUILDING CHICAGO! CONSTRUCTION CONTRACTING OVERVIEW

JANUARY 28 | 2 - 3PM

This workshop is designed to teach business owners how to respond to a City of Chicago RFP. Using advice from seasoned professionals, you will 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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