

## 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 July for the following workshops:

### WE ARE FAMILY! DOING BUSINESS WITH SISTER AGENCIES (PBC&CHA) ■ JULY 7 | 2 - 3PM

Interested in doing business beyond the City of Chicago but not sure where to start? This workshop welcomes guest presentations that outlines the roles and responsibilities of how to do business with the City of Chicago's six sister agencies: Chicago Public Schools (CPS), City Colleges of Chicago (CCC), Public Building Commission (PBC), Chicago Housing Authority (CHA), Chicago Park District (CPD) and Chicago Transit Authority (CTA).

### TRACKING CONTRACT PAYMENTS: WHAT YOU NEED TO KNOW ■ JULY 8 | 2 - 3PM

The Certification & Compliance (C2) Network System is a web-based tool that provides up-to-date tracking of payments made to prime contractors and sub-contractors. Prime contractors are responsible for reporting payments to all sub-contractors on a monthly basis. Come learn the roles and responsibilities of both the prime and subcontractors.

### HOW TO BECOME CERTIFIED ■ JULY 14 | 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). Learn who is qualified to be a Chicago certified firm, what documents are needed when submitting an application and how to avoid the most common mistakes in the process.

### PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY ■ JULY 15 | 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 ■ JULY 21 | 2 - 3PM

This workshop provides an overview of the City's Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs. Come 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.

### ePROCUREMENT 101 ■ JULY 22 | 2 - 3PM

eProcurement applies digital technology to the acquisition of goods and services, 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. This class is open to all interested in doing business with the City.

### HOW TO NAVIGATE THE DPS WEBSITE ■ JULY 28 | 2 - 3PM

The DPS website is the best place to find a wealth of resources relating to City procurement. Recently, the City of Chicago has refreshed the look of each department website and some things have changed. This workshop will take you through the new look and feel of the website as well as all the resources that are

### THE ONLINE SCHEDULE A APPLICATION – MBE/WBE/VBE/BEPD ■ JULY 29 | 2 - 3PM

As of January 1, 2016, DPS no longer accepts paper applications for M/W/VBE certification. This workshop will give a hands-on experience filling out the online MBE/WBE/VBE/BEPD Schedule A application. You will learn where to find the online application, what documents are needed, and how to upload the documents. Be prepared to work on your application with the assistance of a subject matter expert.



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!



@CHICAGODPS

[WWW.CHICAGO.GOV/DPS](http://WWW.CHICAGO.GOV/DPS)