



**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 July for the following workshops:

HOW TO BECOME CERTIFIED

JULY 1 | 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

JULY 2 | 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?

JULY 8 | 2 - 3PM

Your business is certified, what are your next steps? This workshop provides 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.

WE ARE FAMILY! DOING BUSINESS WITH SISTER AGENCIES: PBC & CHA

JULY 9 | 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, City Colleges of Chicago, Public Building Commission, Chicago Housing Authority, Chicago Park District and Chicago Transit Authority.

WORKFORCE DEVELOPMENT INCENTIVES & PROGRAMS

JULY 15 | 2 - 3PM

The City of Chicago has created numerous initiatives to significantly increase the number of skilled residents prepared to work in growing industries. Ensuring that disadvantaged populations have access to employment opportunities in Chicago is a high priority. This workshop will cover the Project Area Resident Ordinance and local hiring requirements, apprenticeship utilization and ex-offender bid incentives. Additionally, the Department of Family and Support Services and Chicago Cook Workforce Partnership will feature programs they offer.

FIRST LOOK: THE DEPARTMENT OF TRANSPORTATION (CDOT)

JULY 16 | 2 - 3PM

CDOT manages over 100 construction projects each year, covering a wide array of capital improvements. This workshop is geared toward those looking to learn about construction-related opportunities with the City. CDOT will provide a "First Look" at contracting opportunities available as part of the new Obama Presidential Center and other projects. CDOT officials will be on hand to provide an overview of the work needed, including paving, site grading, landscaping, water main installation, as well as lighting and other electrical work.

ePROCUREMENT 101

JULY 22 | 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.

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

JULY 23 | 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.

COMPLIANCE 101: HONORING OBLIGATIONS TO CHICAGO TAXPAYERS

JULY 29 | 2 - 3PM

This workshop provides an overview of vendor requirements, including information about paying correct wages, the City's Minority and Women-Owned Business Enterprise (M/WBE) program, and Chicago Residency and Project Area Resident contracting requirements. Learn about helpful tips on how to complete bid submittal compliance documentation and also gain insight on laws, rules and regulations governing compliance.

PROFESSIONAL DECLARATION OF ELIGIBILITY (PDE)

JULY 30 | 2 - 3PM

Recommended for Attorneys and Accountants: The Professional Declaration of Eligibility is an innovative way of allowing qualified attorneys and CPAs to review, verify and attest that an applicant meets the requirements to become certified with the City of Chicago for one of the following certification programs: Minority Owned Business Enterprise (MBE) or Women Owned Business Enterprise (WBE). This workshop will outline who qualifies to use the PDE program, and who is qualified to submit a PDE application.

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!