



OCTOBER 2019 WORKSHOPS

**DPS TEACHES OVER 15 DIFFERENT CLASSES ON
PROCUREMENT AND CERTIFICATION. REGISTER FOR CLASSES
AT WWW.CHICAGO.GOV/DPSEVENTS OR SCAN THE QR CODE**



PROCUREMENT

WE ARE FAMILY! DOING BUSINESS WITH SISTER AGENCIES

OCT. 10: CPD & CTA

Workshop Time: 3:15 PM – 4:15 PM | 121 N. LaSalle, 11th Floor, Room 1103

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).

Please note that government agencies change for each session.

PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY

OCT. 23

Workshop Time: 3:15 PM – 4:15 PM | 121 N. LaSalle, Bid & Bond, Room 103

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. Come 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.

INTRODUCTION TO ePROCUREMENT

OCT. 17

Workshop Time: 2:00 PM – 3:00 PM | 121 N. LaSalle, 11th Floor, Room 1103

DPS is continuing on the next phase of start-to-finish purchasing modernization via the implementation of a comprehensive eProcurement system. eProcurement applies digital technology to the acquisition of goods and services. It will allow DPS to collaborate with City Departments to create solicitations and contracts online, greatly reducing the time it takes to complete procurements. Come watch a demonstration and learn about iSupplier registration, how vendors will submit bids and proposals online, and how to view contracts and payments.



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CERTIFICATION & COMPLIANCE

COMPLIANCE 101: HONORING OBLIGATIONS TO CHICAGO TAXPAYERS

OCT. 24

Workshop Time: 2:00 PM – 3:00 PM | 121 N. LaSalle, Bid & Bond, Room 103

This workshop will provide 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.

HOW TO BECOME CERTIFIED

OCT. 23

Workshop Time: 2:00 PM – 3:00 PM | 121 N. LaSalle, Bid & Bond, Room 103

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 will provide detailed information on who is qualified to be a Chicago certified firm. Learn out 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.

TRANSPARENCY AND COMMUNITY OUTREACH

HOW TO NAVIGATE THE DPS WEBSITE

OCT. 16

Workshop Time: 2:30 PM – 3:30 PM | 121 N. LaSalle, Bid & Bond, Room 103

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 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.

ALL ACCESS TO MAYOR'S OFFICE FOR PEOPLE WITH DISABILITIES

OCT. 3

Workshop Time: 2:00 PM – 3:00 PM | 121 N. LaSalle, Bid & Bond, Room 103

Meet the Mayor's Office for People with Disabilities as they discuss the programs they offer for the disabled community with a focus on entrepreneurs. Additionally, DPS will present an overview of the programs and incentives offered including the certification for Business Enterprises Owned or Operated by People with Disabilities (BEPD), which includes service-disabled veterans.

WANT TO LEARN MORE?

DPS OUTREACH



DPS ALERT: DPS provides a weekly email notifications on City of Chicago bid opportunities, procurement news, and upcoming events. To sign up, visit www.chicago.gov/dps

DPS WORKSHOPS

DPS offers over 15 different classes taught monthly or quarterly on procurement and certification programs, free to the public. Learn about a wide variety of topics such as: Procurement Fundamentals, How to Become Certified, and How to Navigate the DPS Website.

Visit www.chicago.gov/dpsevents to view workshop PowerPoint presentations and to register for workshops.



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