



Next Steps for Maximizing Your BEP Certification

Congratulations on attaining your BEP Certification! This is a pivotal step towards positioning your business for success with the State of Illinois. To help you navigate the subsequent steps and fully leverage your certification, please consider the following:



1. Leverage Chief Procurement Officer (CPO) Resources: Four CPOs manage a distinct portfolio and provide unique opportunities. Familiarizing yourself with these portfolios can strategically position your firm to tap into contracts from various State purchasing entities.



2. Register on Procurement Platforms: We strongly recommend visiting and registering on the Illinois Procurement Gateway (IPG) at <https://ipg.illinois.gov/Home.aspx>. The IPG is an online vendor portal used for gathering business information from vendors who wish to conduct business with State agencies and universities. Instead of submitting required information in paper form with every solicitation response, vendors can submit the information in advance electronically.



3. Enroll in Notifications: Please be advised that BEP certification does not automatically subscribe you to notifications regarding solicitations. Each of the four CPOs publishes notices of the State's solicitations for their respective portfolios. We strongly recommend that all BEP-certified vendors register with each of the four State of Illinois procurement bulletins to increase your visibility for potential contracting opportunities. Registration with the appropriate procurement bulletin corresponding to your NIGP codes is essential to stay informed about upcoming opportunities. Learn more about the chief procurement officers' bulletins and doing business with the State at <https://pathway2procurement.illinois.gov/>.



4. Utilize Available Resources: Optimize your opportunities by leveraging resources provided by the CPOs, including workshops, seminars, and guidance documents.

CPO Procurement Sites:

- Chief Procurement Officer of General Services: The CPO-GS oversees the goods and services purchases for roughly 65 State agencies, boards, and commissions. Learn more about CPO-GS at <https://cpo-general.illinois.gov/>.
- Chief Procurement Officer of Higher Education: The CPO-HE oversees purchasing by State universities. Learn more about CPO-HE at <https://cpo-highered.illinois.gov/>.
- Chief Procurement Officer of Capital Development Board: The CPO-CDB oversees vertical construction and construction-related services purchases. Learn more about CPO-CDB at <https://cpo-cdb.illinois.gov/>.
- Chief Procurement Officer of Illinois Department of Transportation: The CPO-IDOT oversees horizontal construction and construction-related services purchases. Learn more about CPO-IDOT at <https://cpo-dot.illinois.gov/>.

By actively engaging in these steps, your business will be well-prepared and strategically positioned to capitalize on forthcoming opportunities. Thank you for your participation in the Business Enterprise Program. We are here to support your endeavors and be an integral part of your continued growth and success.



Illinois Commission on Equity and Inclusion

Nina Harris, Chairperson

Alexandria Wilson, Acting Executive Director

115 South LaSalle Street, Suite 4N, Chicago, IL 60603

11/27/2024

SMB Contracting Inc.

695 Executive Drive > Willowbrook IL 60527

Willowbrook, Illinois, 60527

Re: Be Enrolled Business Enterprise Program Certification

Dear Huneza Shujauddin,

Congratulations, your business qualifies for enrollment in the new Be Enrolled Business Enterprise Program certification (BE BEP)! The Commission on Equity and Inclusion (CEI) was created to maximize supplier diversity, equity, and inclusion by ensuring access to contracting opportunities by developing procedures and initiatives that make procurement processes inclusive, fair, and equitable while providing support, education, and mentorship. CEI established the BE BEP certification to ensure the seamless activation of a reciprocal certification and reduce duplicative red tape.

BE BEP Partners

Chicago Transit Authority (CTA)

City of Chicago

Cook County

Illinois Department of Transportation

METRA

PACE

CEI enrolled your business in the BE BEP certification based on the diversity certification one of the partners listed above issued. Activating your BE BEP certification has several benefits. Businesses certified through BE BEP will be listed in the CEI's certified vendor directory, ensuring visibility amongst State procurement professionals and potential prime vendors. The BEP certification is recognized by various municipalities and organizations, aligning with their supplier diversity initiatives. Best of all, certification is free!

Host Agency: Cook County

Certification Type: Women/Minority Business Enterprise

Certification Date: 11/25/2024

Certification Expiration Date: 08/23/2025

Certification Renewal Date: 08/23/2025

CEI will activate your BE BEP certification based on your host agency's diversity certification. The duration and commodity codes for the newly activated BE BEP certification will match the existing certification held with the BE BEP partner. If applicable, the North American Industry Classification System (NAICS) codes provided by the host agency will be translated to National Institute of Government Purchasing (NIGP) commodity codes using CEI's [crosswalk](#)

Your firm's name will appear in the State's Directory as a certified vendor with the Business Enterprise Program in the specialty area(s) of:

909 - 23 - Building Construction, Residential, Apartments, etc., 909 - 24 - Building Construction, Commercial and Institutional

Your firm will only appear in the database of BEP-certified vendors in the NIGP codes listed above, so **please review the list carefully to ensure that all relevant NIGP codes are included.**

Vendors must maintain their certification and comply with the rules of their host agency to maintain an active BE BEP certification. If the host agency's certification expires or the host agency suspends a vendor's bidding privileges, the BE BEP certification will also expire or be suspended. CEI's BEP certification unit will email vendors to update their BE BEP certification 90 days before their host agency and BE BEP certifications expire.

BE BEP-certified vendors are encouraged to notify BEP within two weeks if any of the following changes occur:

- Ownership changes
- Changes in control.
- Changes in the host agency's certification status.

Four chief procurement officers (CPOs) exercise the State of Illinois' procurement authority. Each CPO has a separate bulletin that publishes the State's solicitations and bidding opportunities for each portfolio. CEI strongly recommends that all State-certified vendors register with each procurement bulletin to ensure notification of all relevant prime and subcontractor bidding opportunities.

CPO Procurement Websites

- The Chief Procurement Officer of General Services (CPO-GS) oversees the purchases of goods and services for roughly 65 State agencies, boards, and commissions. Learn more about CPO-GS at <https://cpo-general.illinois.gov/>.
- The Chief Procurement Officer of Higher Education (CPO-HE) oversees purchasing by State universities. Learn more about CPO-HE at <https://cpo-highered.illinois.gov/>
- The Chief Procurement Officer of the Capital Development Board (CPO-CDB) oversees vertical construction and construction-related services purchases. Learn more about CPO-CDB at <https://cpo-cdb.illinois.gov/>.
- The Chief Procurement Officer of the Illinois Department of Transportation (CPO-IDOT) oversees horizontal construction and construction-related services purchases. Learn more about CPO-IDOT at

<https://cpo-dot.illinois.gov/>.

CEI welcomes your participation in BEP and wishes you continued success. If you have any questions or comments, please email CEI.BEP.Certification@Illinois.gov or call (312) 814-4190.

Sincerely,

A handwritten signature in black ink, appearing to be 'Carlos Gutierrez', written in a cursive style.

Carlos Gutierrez
Certification Manager