

## **Business Enterprise Program (BEP)**

## What is BEP?

The Business Enterprise Program (or BEP) is the State of Illinois' effort to make an accommodation for vendors that have historically not been given equal opportunities to provide goods and/or services to the State.

The vendors that are recognized through this program by the State are businesses where minorities, women, or persons with disabilities possess a majority of ownership in the organization.

Vendors that qualify are invited to submit applications to the State to become BEP Certified Vendors so that State agencies and public institutions of higher education can identify and engage with these vendors whenever possible.

Chicago State University is committed to increasing institutional engagement with BEP Certified Vendors at all available opportunities.

## How does this impact the way that CSU does business?

Chicago State University is a public institution of higher education in Illinois. We source goods and/or services as directed by the Illinois Procurement Code, the Joint Committee on Administrative Rules (JCAR), and other applicable laws and statutes. This includes 30 ILCS 575, which establishes the BEP program described above and details how compliance is achieved.

Following the guidance below will demonstrate that we are doing all that we can to increase our engagement with BEP Certified Vendors. Unless the purchase is exempt from the Procurement Code, or an IPHEC award, or a CMS or other contract approved by State of Illinois is being used, please remember:

- 1. Purchases up to \$19,999: where practical, always engage with a BEP Certified Vendor if one is found that can provide the required goods and/or services.
- 2. Purchases \$20,000 \$99,999: at least one of the three competitive quotes obtained must be from a BEP Certified Vendor, and engaging with more than one BEP firm for quotes is encouraged when they can be found.
- 3. Purchases \$100,000 or greater: an aspirational goal will be established within all solicitations (IFB's, RFP's) so that at least 30% of the activity being performed and the corresponding payment is paid to a BEP Certified Vendor. A BEP Certified Vendor can receive an award and operate as the prime vendor, or can be utilized as a subcontractor by an awarded vendor to achieve this goal.

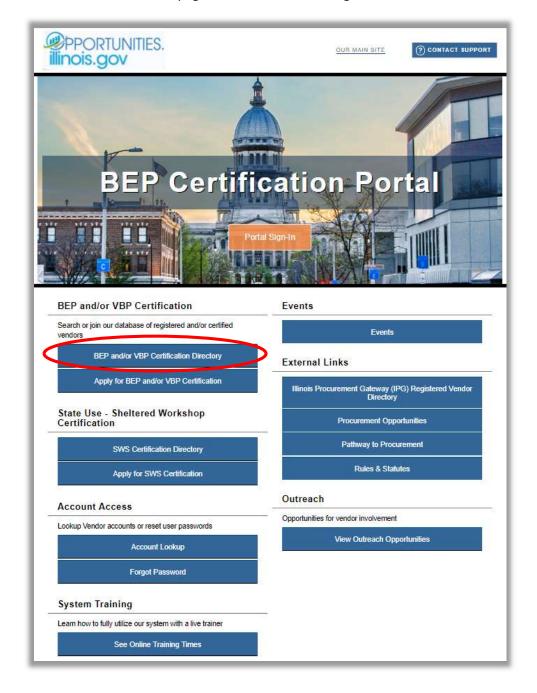
If in any specific solicitation there is insufficient evidence of BEP interest / participation, the Division of Financial Operations and the Purchasing Department may require additional BEP outreach prior to continuation.



## **How does CSU identify BEP Certified Vendors?**

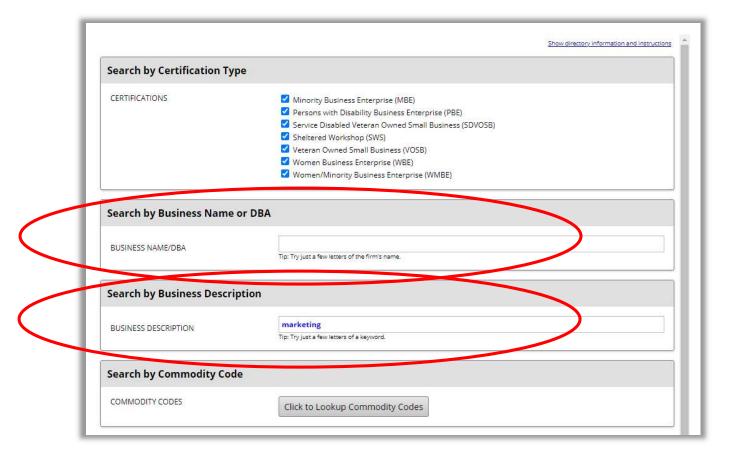
Click on this link: <a href="https://cms.diversitycompliance.com/">https://cms.diversitycompliance.com/</a> Create a bookmark or favorite as you will visit again.

You will arrive at the BEP Certification Portal page. You do not need to sign in. Click on the button circled below:





This opens a new pop-up window, part of it is shown below. Enter search criteria in any of the fields – Business Name and Business Description are circled, but any available options may be used to identify vendors.

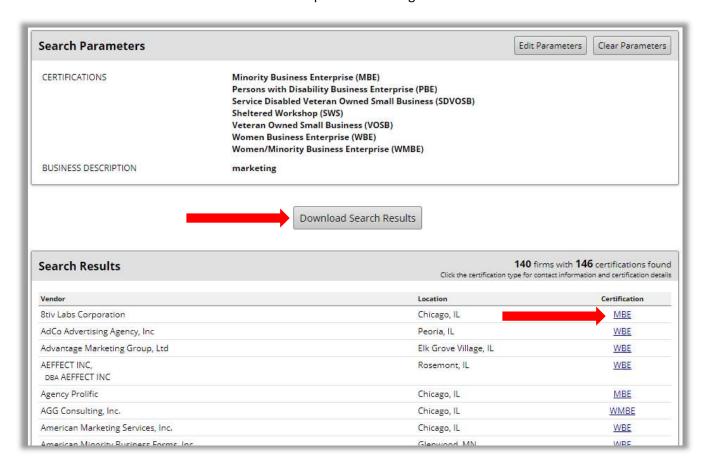


Scroll down the page, complete any exercise (if requested) and check the box to confirm you are not a robot, and then click the Search button that appears.





Search results are returned and can be downloaded to a spreadsheet if desired. The link in the Certification column can be clicked for the individual vendor's specifics and contact information. This shows the top of the list of results from a search for the business description "marketing":



<sup>\*</sup>Please contact the Purchasing Department with any questions about BEP Certified Vendors or the program.

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