



# Chicago Transit Authority Buying Plan Q4 2023=Q1 2025

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Chairman,  
Chicago Transit  
Board

Dorval R. Carter, Jr.  
President,  
Chicago Transit  
Authority

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Dear Potential Vendors:

Thank you for your interest in doing business with the Chicago Transit Authority.

Each year, the CTA issues hundreds of contracts for parts, materials and services that enable us to provide nearly 1.7 million rides on an average weekday, and approximately 530 million rides a year. From small, specialized parts for our rail cars to printing maps and informational materials, each of these commodities and services help us offer the best possible service to our customers.

This guide provides a look ahead at contracts the CTA plans to pursue in the coming 18 months, and will be updated regularly. The goal of this document is to increase the CTA 's vendor pool by making the business community aware of upcoming contracting opportunities. This will allow vendors sufficient time to register as a vendor with CTA, become familiar with the bid process, and prepare to bid on contracts that are of interest to them.

You'll also find information on our Disadvantaged Business Enterprise (DBE) and Small Business Programs, along with other helpful resources.

We hope you find this information useful, and that you choose to do business with the CTA.

Sincerely,

A handwritten signature in black ink, which appears to read "Dorval R. Carter, Jr.", is positioned above the printed name.

Dorval R. Carter, Jr.

President



Thank you for viewing the Buying Plan for the CTA. The goal of the document is to inform potential vendors of contracting opportunities.

In this document you will find-

- Projected Contracting Opportunities
- Information on how to Register your firm with CTA
- Frequently Asked Vendor Questions
- Information on our Disadvantaged Business Enterprise program
- Disadvantaged Business Enterprise Program Assist Agencies
- Small Business Program Information
- List of Contacts in Procurement
- List of CTA Sister Agencies and Illinois UCP Participants

Thank you,

A handwritten signature in black ink that reads "Ellen McCormack". The signature is written in a cursive style.

Ellen McCormack, Vice President  
Purchasing & Supply Chain

Projected Contracting Opportunities  
for  
4Q 2023 - 1Q 2025

Primary Using Dept	Contract Type	Contract Description	Projected Contract Amount (Values)	Contract Length (Months)	Advertisement Projected Quarter	Subcontracting Opportunities	Funding Source
Construction	Construction Manager	Ravenswood Line Western Station Improvements Construction Manager	Under \$4,000,000	27	4Q 2023	Contract specific goals TBD	Federal and TIF
Construction	Professional Services	GENERAL ENGINEERING CONSULTANT IV	Over 20,000,001	60	4Q 2023	Contract specific goals TBD. Tier 1 and 2.	Various
Customer Information	Commodities	Printing of CTA Route Maps as Required	\$500,001 - \$1,000,000	36	4Q 2023	SBE Opportunity	Non-Federal
Facilities Maintenance	Work Services	Furnish labor, supervision, materials and power equipment necessary for the cleaning of sewers, catch basins, oil separators and degreasing and sludge pits at all CTA properties.	\$2,000,001 - \$5,000,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Work Services	Escalator, Passenger Elevator, Freight Elevator, Dumbwaiter, And Wheelchair Lifts 3rd Party Inspections.	Under \$250,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Work Services	Pipefitting, plumbing and sewer work	\$1,000,001 - \$2,000,000	36	4Q 2023	25% DBE Goal	Non-Federal
Facilities Maintenance	Commodities	Modine and Sterling brand steam hot water unit heaters	Under \$250,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Work Services	Provide Inspection, Servicing, Maintenance And Repair Of Electric And Electric-Hydraulic Elevators For A Period Of Up To Three Years With Two One Year Options	Over \$20,000,001	36	4Q 2023	20% DBE GOAL	Non-Federal
Facilities Maintenance	Work Services	Provide Inspection, Repair, Furnishing And/Or Replacement Of Overhead Doors	\$1,000,001 - \$2,000,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Work Services	Electric And Electric-Hydraulic Elevator Modernization And Replacement Services	\$10,000,001 - \$20,000,000	36	4Q 2023	20% DBE GOAL	Non-Federal

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Projected Contracting Opportunities  
for  
4Q 2023 - 1Q 2025

Facilities Maintenance	Work Services	Inspection, Maintenance, Repair, And Replacement Of Steril-Koni Scissor-Style In-Ground Bus Lifts	\$1,000,001 - \$2,000,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Professional Services	Furnish All Labor And Equipment Required To Test, Inspect, Repair & Maintain Cta's Water-Based Fire Prevention Systems At Various Locations System-Wide	\$1,000,001 - \$2,000,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Facilities Maintenance	Work Services	Landscape maintenance service to be performed at various CTA locations	\$1,000,001 - \$2,000,000	36	4Q 2023	SBE Opportunity	Non-Federal
Facilities Maintenance	Work Services	FURNISH & INSTALL PIGEON DETERRING DEVICES	\$500,001 - \$1,000,000	36	4Q 2023	No established DBE goal	Non-Federal
Facilities Maintenance	Work Services	Grade Level Industrial Window Cleaning at various Rapid Transit Stations as required for a period of up to 36 months from date of contract execution.	\$500,001 - \$1,000,000	36	4Q 2023	SBE Opportunity	Non-Federal
FINANCE	Work Services	RFP For Actuarial Valuation Services For The Chicago Transit Authority's Injuries And Damage Reserve Liability	Under \$250,000	60	4Q 2023	Contract specific goals TBD	Non-Federal
FINANCE	Work Services	Armored Car Service With Armed Guards To Pick Up, Transport CTA Revenue, And Process CTA's Coin Revenue For A Period Of Up To Three Years With Two Funded, One-Year Options	\$1,000,001 - \$2,000,000	36	4Q 2023	Contract specific goals TBD	Non-Federal

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PLANNING	PROFESSIONAL SERVICES	GENERAL PLANNING A/E CONSULTING SERVICES	Over \$20,000,001	60	4Q 2023	DBE goals specified on a Task/Work Order	VARIOUS
Power and Way	Commodities	Railroad Ties and Timber	\$5,000,001 - \$10,000,000	36	4Q 2023	3% DBE Goal	Non-Federal
Power and Way	Commodities	Rental of Lift Equipment	\$1,000,001 - \$2,000,000	36	4Q 2023	No established DBE goal	Non-Federal
Power and Way	Work Services	Tree Trimming and Removal Service	\$250,001 - \$500,000	36	4Q 2023	SBE Opportunity	Non-Federal
Power and Way	Commodities	Needle Beams, Ponderosa Pine, Lumber, and Scaffold Planks	Under \$250,000	36	4Q 2023	Contract specific goals TBD	NON-FEDERAL
Power and Way	Commodities	Railroad Track Fastening Materials	\$1,000,001 - \$2,000,000	36	4Q 2023	SBE OPPORTUNITY	NON-FEDERAL
Technology Management	Information Technology	Online Public Auction Services for the Disposition of Obsolete material	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Bus	Work Services	On Site Servicing Of Parts Washer Tanks	\$500,001 - \$1,000,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Cutting tools, Coolant Hoses & Machine Shop Accessories	Under \$250,000	36	4Q 2023	No established DBE goal	Non-Federal
Transit Operations - Rail	Work Services	Furnish & deliver Magnetic Inspection Equipment	Under \$250,000	12	4Q 2023	Contract specific goals TBD	Federal
Transit Operations - Rail	Work Services	JBI Brand Paint Spray Booths Preventative Maintenance & Repair Services and Parts	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Process Electronic Corporation (PEC) Rectifier & Miniverter Preventative Maintenance & Annual Calibration Services.	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Commodities	Battery Powered, Walk-behind, forklift	\$500,001 - \$1,000,000	12	4Q 2023	Contract specific goals TBD	Federal

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Transit Operations - Rail	Work Services	Calibration Services for FARO brand coordinate measurement machine	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Commodities	Parts Washer for Skokie Shops	\$500,001 - \$1,000,000	12	4Q 2023	Contract specific goals TBD	Federal
Transit Operations - Rail	Work Services	Provide all labor, material, equipment and transportation essential for the removal of snow and ice from 145 Rail Station platforms, stairs, walkways and designated areas.	\$250,001 - \$500,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Provide waste/refuse removal services at various CTA locations in the Chicagoland Area	\$2,000,001 - \$5,000,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	To provide professional inspection services for new manufacture, replacement, rapid transit railcar axles.	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Commodities	Pick-Up, Transportation And Disposal Of Various Used Nickel Cadmium Batteries	Under \$250,000	36	4Q 2023	Contract specific goals TBD	Non-Federal
ADMINISTRATION	Commodities	RFP for Promotional Items	\$1,000,000 - \$2,000,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Business Development	Professional Services	Corporate Sponsorship Program	Under \$250,000	60	1Q 2024	Contract specific goals TBD	Federal

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Construction	MID-CON General Contractor	Douglas Line - Cicero Avenue - Grade Crossing Renewal	NA	NA	1Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD. MID Con Tier 1	Federal and County
Construction	MID CON Work Order	Community Office Construction	NA	NA	1Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD. Tier 2	Federal
Engineering	Work Services	To Provide International Standardization Organization (ISO) 9001 Certification For The CTA Through An Authorized Registrar	Under \$250,000	60	1Q 2024	Contract specific goals TBD	Non-Federal
Facilities Maintenance	Work Services	Furnish Hot Mix Asphalt And Paving Services	\$2,000,001 - \$5,000,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Facilities Maintenance	Work Services	Furnish Hot Mix Asphalt and Paving Services Low Complexity	\$1,000,000 - \$2,000,000	36	1Q 2024	SBE Opportunity	NON-FEDERAL
FINANCE	Professional Services	ePayables Solution contract	\$250,001 - \$500,000	24	1Q 2024	Contract specific goals TBD	Federal
FINANCE	Professional Services	RFP For Management Of Gifts Program	Under \$250,000	36	1Q 2024	No established DBE goal	Federal
INFRASTRUCTURE	PROFESSIONAL SERVICES	Call for Artists Pool (4 Locations) Green Line Austin and Cottage Grove Stations; Blue Line Racine Station, Non-Revenue Vehicle Facility at 63rd and Calumet	\$1,000,001 - \$2,000,000	12	1Q 2024	No established DBE goal	NON-FEDERAL
Law	Professional Services	Temporary Staffing Services For The CTA Law Department	\$250,001 - \$500,000	36	1Q 2024	SBE Opportunity	Non-Federal

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PLANNING	PROFESSIONAL SERVICE	Consulting Services To Provide Real Estate Appraisal And Appraisal Review Services As Required	Under \$250,000	36	1Q 2024	SBE OPPORTUNITY	NON-FEDERAL
Power and Way	Commodities	Provide Labor, Materials, Tools And Equipment To Refurbish Various Switch Machines	Under \$250,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Bus	Work Services	Onsite Maintenance And/Or Repairs For Robinair Refrigerant Recovery & Recycling System.	Under \$250,000	36	1Q 2024	SBE Opportunity	Non-Federal
Transit Operations - Bus	Work Services	Furnish All Labor, Material, Tools & Equipment Required To Repair UHF 2-Way Mobile Radios & Interface Boxes Used On CTA's Bus Fleet	\$250,001 - \$500,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Braille Vehicle Identification Tags	Under \$250,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Commodities	Furnish and deliver parts kits for 3200/2600 series rail car drawbar rebuild	\$1,000,001 - \$2,000,000	24	1Q 2024	Contract specific goals TBD	Federal
Transit Operations - Rail	Commodities	Furnish And Deliver Pre-Fabricated Bus Route Signs And Reflective Sheeting	\$250,001 - \$500,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Support for Axion brand 5000-series electronic signage components and BTE Support	Under \$250,000	36	1Q 2024	Contract specific goals TBD	Non-Federal
Construction	Design Bid-Build Contractor	All Stations Accessibility Program - Logan Square Line - California Station	\$10,000,001 - \$20,000,000	12	2Q 2024	Contract specific goals TBD	State and TIF
Construction	Construction Manager	All Stations Accessibility Program - Logan Square Line - California Station Construction Manager	Under \$3,000,000	13	2Q 2024	Contract specific goals TBD	State and TIF

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Construction	Work Order	Complex Demolition Work Order	NA	NA	2Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD.	Federal
Construction	Work Order	Ordinary Demolition Work Order	NA	NA	2Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. 100% SBE	Federal
Power and Way	Commodities	Various Electrical Supplies	\$5,000,001 - \$10,000,000	36	2Q 2024	SBE Opportunity	Non-Federal
Transit Operations - Rail	Work Services	To provide Laboratory Services for a period of thirty-six (36) months	Under \$250,000	36	2Q 2024	Contract specific goals TBD	Non-Federal
Construction	MID CON Work Order	Norfolk Southern Track Bed Drainage and Grading	NA	NA	3Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD. Tier 2	Federal
Construction	MID-CON General Contractor	Traction Power Upgrades - 95th Substation and Kedvale, Nagle, Frankl & Sacramento - DC Breaker Replacement GC	NA	NA	3Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD. MID Con Tier 1	Federal
Facilities Maintenance	Work Services	Preventative maintenance, repairs and parts for material handling/cleaning equipment.	\$1,000,001 - \$2,000,000	36	3Q 2024	Contract specific goals TBD	Non-Federal

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Power and Way	Commodities	Crushed Limestone Ballast	Under \$250,000	36	3Q 2024	Contract specific goals TBD	Non-Federal
Property and Real Estate	PROFESSIONAL SERVICES	RFP - for Real Estate Services for five years	\$5,000,001 - \$10,000,000	60	3Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Bus	Work Services	Maintenance And Repair Of Wheel Engaging Mobile Lifts At Various Bus Garages	Under \$250,000	36	3Q 2024	Contract specific goals TBD	Non-Federal
Construction	Construction Manager	South Mainline - 43rd Street Station Improvements Construction Manager	NA	NA	4Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD.	State, Federal and TIF
Construction	General Contractor	All Station Accessibility Program - O'Hare Line - Montrose Station and Canopy Replacement	Over \$10,000,000	17	4Q 2024	Contract specific goals TBD	State
Construction	MID CON Work Order	Cottage Grove 42" Water Main and Roadway	NA	NA	4Q 2024	TASK/WORK ORDER - This work will be awarded to a prime contractor in a previously qualified pool of contractors. Subcontractor DBE goals specified on a Task/Work Order basis. Contract specific goals TBD. Tier 2	Federal
Construction	Construction	RFP for Red Line Extension- 120th Yard/Shop Construction	Over \$20,000,001	60	4Q 2024	Contract specific goals TBD	Various
Construction	Construction Manager	All Stations Accessibility Program - O'Hare Line - Montrose Station and Canopy Replacement Construction Manager	Under \$2,000,000	17	4Q 2024	Contract specific goals TBD	State

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Facilities Maintenance	Commodities	Furnish And Deliver Plumbing Supplies	Under \$250,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Facilities Maintenance	Work Services	Provide all labor, material, tools, equipment, and insurance to perform semi-annual preventative OSHA maintenance inspections & monthly frequent inspections on various cranes throughout the CTA facilities.	\$500,001 - \$1,000,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Power and Way	Work Services	Furnish all labor, material, tools, equipment and insurance to test, inspect, repair and maintain CTA's clean agent, fire prevention system at various locations.	\$500,001 - \$1,000,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Technology Management	Work Services	Off-Site storage of CTA's financial and operational records on various forms of electronic media and hardcopy for up to 36 months from date of contract execution	Under \$250,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Bus	Work Services	Antifreeze Recycling Services	Under \$250,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Transit Operations - Rail	Work Services	Meister Public Address (PA) System on 2600 and 3200 series railcars Telecommunications	Under \$250,000	36	4Q 2024	Contract specific goals TBD	Non-Federal

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Transit Operations - Rail	Work Services	Calibration Services On Tools And Instruments Used To Repair And Maintain Rapid Transit Cars	Under \$250,000	36	4Q 2024	Contract specific goals TBD	Non-Federal
Advertising and Marketin	Work Services	Repair parts, consumables and service for Aristo cutting table for a period of up to 36 months from date of contract execution	Under \$250,000	36	1Q 2025	Contract specific goals TBD	Non-Federal
Facilities Maintenance	Work Services	FILTER CHANGE-OUT (OR CLEANING) SERVICE AT VARIOUS FACILITIES THROUGHOUT CTA	Under \$2,000,000	36	1Q 2025	Contract specific goals TBD	Non-Federal
INFRASTRUCTURE	Commodities	VARIOUS TYPES OF WELDING GASES	Under \$250,000	36	1Q 2025	Contract specific goals TBD	Non-Federal
INFRASTRUCTURE	Work Services	PARTS AND REPAIR FOR VARIOUS COMPRESSORS	Under \$250,000	36	1Q 2025	Contract specific goals TBD	Non-Federal
Law	Professional Services	Specialized service to furnish copies of sensitive legal and medical records as required by the CTA Law Department	\$250,001 - \$500,000	48	1Q 2025	No established DBE goal	Non-Federal
SUPPLY CHAIN	Commodities	LABOR AND MATERIALS REQUIRED TO TEST, REPAIR AND RECHARGE VARIOUS SIZES OF CARBON DIOXIDE & DRY CHEMICAL FIRE EXTINGUISHERS IN SERVICE AT THE CHICAGO TRANSIT AUTHORITY'S (CTA) WAREHOUSE	Under \$250,000	36	1Q 2025	Contract specific goals TBD	Non-Federal

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## Register your firm with CTA

Dear Vendor,

The Chicago Transit Authority (CTA) appreciates the opportunity to conduct business with a variety of vendors and suppliers. Vendors are encouraged to visit [Business Diversity Management System](#) to register with the CTA and/or apply for DBE certification. The Chicago Transit Authority Business Diversity Management System is designed to empower vendors to manage their own vendor record including DBE registration, maintain accurate contact information, and submit contract payment details online. The system is accessible to all firms doing business with the Chicago Transit Authority and includes the following key features:

- Fully automated online vendor registration
- Fully automated online DBE Certification Application process including New and No Change Affidavit Renewal Applications
- Tracking of vendor certification applications from submission to completion
- Automated communication with contractors via email regarding compliance issues
- Prime submission of subcontractor utilization reports with automated tracking of contract goals and participation
- Enhanced online certified directory with keyword search capabilities
- Immediate feedback on accuracy of certified payrolls
- Elimination of paper-based reporting and lengthy payroll validation delays

You may become an approved vendor by following these steps:

- Visit the [CTA Business Diversity Management System](#)
- In the **CTA Vendor Registration (i-Supplier)** section, select the **CTA Vendor Registration** button
- Select the **New iSupplier Registration** link; complete the **Prospective Supplier Registration** information and submit for approval
- Once approved, an email will be sent with a link to reset your password. The email address supplied becomes your user name.
- To update your company information, return to the CTA Vendor Registration (i-Supplier) section, select the CTA Vendor Registration button
- Select the **Existing iSupplier Registration** link and logon with your email address.

CTA is notifying registered vendors of new publicly advertised contracting opportunities via e-mail. The e-mail notifications will be sent to CTA registered vendors by commodity.

If you have questions regarding vendor registration, please contact CTA Vendor Management, at [ctavendormgmt@transitchicago.com](mailto:ctavendormgmt@transitchicago.com) .



## Electronic Submission of Bids and Proposals

CTA is pleased to announce it has engaged Bonfire to create a portal through which solicitations will be posted and where bids and proposals will be submitted. CTA is holding virtual bid openings for Invitations for Bids through Zoom.

CTA has transitioned to electronic submission through the Bonfire platform. **Hard copy proposals and bids are no longer being accepted.** Because CTA is moving to electronic submission, companies wishing to respond to procurements must register and upload their submissions through the Bonfire portal, available at:

<https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities>.

**NOTE:** You must register with Bonfire even if you are a current CTA registered vendor or currently do business with CTA. Registration is easy and free. Please be sure to select **NAICS** codes associated with your type of business or organization. Our solicitations will be set up using those codes and will be matched to vendors and contractors with the same codes.

CTA is excited about the changes we are making to streamline our electronic bid process and we look forward to continuing our good relationship with our vendors.

Should you have any questions, please contact the Bid Office via email at [ctavendormgmt@transitchicago.com](mailto:ctavendormgmt@transitchicago.com).



## Vendor FAQ

**Q: What is a bid?**

A: A bid is a vendor's response to a solicitation by the CTA requesting offers to provide a specific good or service.

**Q: Does a vendor need to be pre-qualified to bid?**

A: No, unless otherwise specified in the bid documents.

**Q: How does a vendor become pre-qualified to bid, and how often does the vendor need to renew its pre-qualified status?**

A: As stated above, a vendor does not necessarily need to be pre-qualified to bid. A specific solicitation may require pre-qualification. Regardless, vendors are encouraged to [register online](#), which allows vendors to be added to CTA's database of vendors. Additionally, Vendors must register through CTA's Bonfire portal at <https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities> in order to download solicitations and submit responses.

**Q: Can I apply to become a CTA vendor online?**

A: Yes, you can apply to become a CTA vendor online by accessing CTA's online vendor/DBE registration system at <https://cta.dbesystem.com/>. Additionally, Vendors must register through CTA's Bonfire portal at <https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities> in order to download solicitations and submit responses.

**Q: Does a vendor need to pay for bid specifications?**

A: When required, you must provide CTA with cash, a cashier's check, certified check or money order, as specified in the solicitation document.

**Q: Can bids be faxed?**

A: Bids must be returned to the CTA in accordance with the instructions to bidders in the bid document.

**Q: When are bids opened?**

A: Bids are opened [online](#) and read publicly at 2:00 p.m. Central time on the date indicated in the bid document.

**Q: What disqualifies a bid?**

A: You should read the specification document very carefully and follow all instructions. This is the best way to keep from having your bid disqualified. In general, bids can also be disqualified for being late or missing information and/or signatures. Please note that this is not an exhaustive list of reasons for disqualification.

**Q: When will the contract be awarded?**

A: Contracts are awarded either following consideration and approval by the Board or in accordance with the established process for contract approval and execution for contracts that do not require Board ratification.

**Q: Do I need to bid through a DBE?**

A: No.

**Q: What is a Disadvantaged Business Enterprise (DBE)?**

A: A DBE firm is a firm which has been certified as being owned and controlled by socially and economically disadvantaged individuals pursuant to 49 CFR, Part 26. More information regarding CTA's DBE program can be obtained from the Diversity Programs Department.



## Vendor FAQ Continued

### **Q: Where do I find a DBE firm?**

A: The Illinois Unified Certification Program (IL UCP) publishes and maintains a Disadvantaged Business Enterprise Directory which lists all certified DBEs in the State of Illinois. A copy of this directory can be [at https://webapps.dot.illinois.gov/UCP/ExternalSearch](https://webapps.dot.illinois.gov/UCP/ExternalSearch), or you may contact the Diversity Programs Department.

### **Q: Who are approved DBEs?**

A: Please visit the IL UCP DBE Directory (<https://webapps.dot.illinois.gov/UCP/ExternalSearch>) or contact the Diversity Programs Department.

### **Q: Can I apply and/or maintain my DBE certification online?**

A: Yes, you can apply for DBE certification, and maintain your certification if you are already certified, online by accessing our online vendor/DBE registration system at <https://cta.dbesystem.com/>.

### **Q: I'm a certified DBE with the City of Chicago/the Illinois Department of Transportation/Metra/Pace, am I also certified with CTA?**

A: CTA is a certifying participant in the Illinois Unified Certification Program (IL UCP). All firms that are certified with the IL UCP through one of the aforementioned agencies are considered DBEs with CTA.

### **Q: What is the Illinois Unified Certification Program (IL UCP)?**

A: The IL UCP is based on the concept of reciprocity among the participants. The certifying participants of the IL UCP are CTA, the Illinois Department of Transportation, the City of Chicago, Metra and Pace. If a firm is approved as a DBE firm, this certification is honored by all IL UCP participants in the State of Illinois.

### **Q: How do I fill out Schedules C and D?**

A: Please follow the directions in the bid document or contact the Diversity Programs Department if you need additional assistance.

### **Q: If my firm is currently certified as a Minority Business Enterprise (MBE) or a Woman-Owned Business Enterprise (WBE), do I need to be certified as a DBE?**

A: Yes, CTA only recognizes certified DBEs for credit towards a DBE goal on its contracts.

### **Q: If my firm is currently certified as an MBE or WBE, will it qualify as a DBE?**

A: Although some of the qualification criteria are similar, the DBE program is a federal program and the M/WBE programs are local programs. Therefore, you must submit a new application for DBE status.

### **Q: How do I get my product approved?**

A: CTA's Technical Services department typically reviews and approves new products.

### **Q: Please explain the difference between purchases over and under \$40,000.00?**

A: Purchases in excess of \$40,000.00 are required to be publicly advertised for bid. Purchases that are \$40,000.00 or less do not require public advertisement.

### **Q: Is everything that CTA purchases posted on the website?**

A: No. All competitively bid procurements over \$40,000.00 are posted on the CTA's e-procurement portal at <https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities>.

### **Q: Are the CTA Projected Contracting Opportunities an exhaustive list of all future contracts?**

A: No. This document will be updated periodically and is subject to change without notice. Some contract opportunities may not be included in this plan.



## Disadvantaged Business Enterprise (DBE) Program

The Chicago Transit Authority's Disadvantaged Business Enterprise (DBE) Program demonstrates the Authority's continued commitment to the success of all disadvantaged businesses, including but not limited to minority and women-owned businesses, by promoting contracting opportunities to DBEs within transit.

The Chicago Transit Authority's DBE program is governed by the U.S. Department of Transportation (USDOT) Regulations, 49 CFR Part 26.

### DBE Certification Eligibility

Persons who are Black Americans, Hispanic Americans, Asian-Pacific Americans, Subcontinent Asian Americans, Native Americans or Women are presumed to be socially disadvantaged; other persons may be found to be socially disadvantaged on a case-by-case basis. In order to be economically disadvantaged, the majority owner(s) cannot have a personal net worth that exceeds \$1.32 million and the average annual gross receipts of the firm over a 3-year period cannot exceed \$30.40 million and the standard set by the Small Business Administration for the industry in which the firm operates over a 5-year period. In addition to meeting these requirements, you will need to provide documentation of your past experience and expertise in the area(s) of specialization for which your firm is seeking certification and demonstrate ownership and control of the firm.

For more information or questions, please refer to the Regulations at 49 CFR Part 26, or call (312) 681-2600 or email [diversity@transitchicago.com](mailto:diversity@transitchicago.com).

### Illinois Unified Certification Program (IL UCP)

Pursuant to the requirements of the federal regulations, 49 CFR, Part 26, all recipients of federal-aid must implement a "one-stop" certification process for Disadvantaged Business Enterprises. As a result of this requirement, the Chicago Transit Authority, Metra, Pace, Illinois Department of Transportation (IDOT), and City of Chicago have established the Illinois Unified Certification Program (IL UCP).

The IL UCP is based on the concept of certification reciprocity among the agencies. The IL UCP provides "one stop shopping" to applicants for Disadvantaged Business Enterprise (DBE) certification, such that an applicant needs only to apply once for DBE certification. This DBE certification will be honored by all participating IL UCP agencies in the State of Illinois.

### DBE Certification Application

The DBE application has been developed to determine whether your firm is eligible for the DBE Program and to provide information regarding the certification of your firm in your designated area of expertise. In order to become certified as a Disadvantaged Business Enterprise, your firm must meet the eligibility standards established by the U.S. Department of Transportation (USDOT) Regulation 49 C.F.R., Part 26. Once a firm is certified by CTA as a DBE, it will be honored by all IL UCP participating agencies. We suggest you contact each agency in order to receive additional information pertaining to their respective bidding opportunities.

**You may apply for and maintain your DBE certification on-line** via <https://cta.dbesystem.com/>.

**If you need assistance**, or have questions regarding completion of the application, please contact us at (312) 681-2600 or email [diversity@transitchicago.com](mailto:diversity@transitchicago.com).



## **Disadvantaged Business Enterprise (DBE) Assistance Agencies**

The following agencies provide various types of assistance to DBE firms with respect to the certification process to become a DBE, bidding on construction contracts, and bid notifications.

**Arquitectos  
Loop Station  
Po Box 2587  
Chicago IL 60690**

Contact: Jose Espejo  
Phone: (773) 716-6042  
Email: [information@arquitectoschicago.org](mailto:information@arquitectoschicago.org)

**Services**  
Business Development, Mentorship

**Association of Asian American Construction Enterprises (AAACE)  
712 Root St  
Chicago IL, 60609**

Contact: Christine Chung  
Phone (312) 595-2010  
E-mail: [admin@aacechicago.com](mailto:admin@aacechicago.com)

**Services**  
Certification, Bidding Assistance, Business Development,

**Austin African American Business Networking Association (AAABNA)  
5820 W. Chicago Ave.  
Chicago, IL 60651**

Contact: Malcolm Crawford  
Phone: (773) 626-4497  
Email: [aaabna@yahoo.com](mailto:aaabna@yahoo.com)

**Services**  
Business Development; Technical Assistance

**Black Contractors, Owners, and Executives (BCOE)  
7811 S. Stony Island Ave.  
Chicago, IL 60649**

Contact: Angela Drexel  
Phone: (708) 535-6001 ext. 304  
Email: [adrexel@livewire-systems.com](mailto:adrexel@livewire-systems.com)  
Web: [www.bcoechicago.org](http://www.bcoechicago.org)

**Services**  
Business Development

## **Disadvantaged Business Enterprise (DBE) Assistance Agencies - Continued**

**Black Contractors United (BCU)**  
**12000 S. Marshfield Ave**  
**Calumet Park, IL 60827**

Contact: Ed McKinnie  
Phone: (708) 389-5730  
Fax: (708) 389-5735  
E-mail: [mckinnie@blackcontractorsunited.com](mailto:mckinnie@blackcontractorsunited.com)  
Web: [www.blackcontractorsunited.com](http://www.blackcontractorsunited.com)

**Services**

Business Development; Technical Assistance; Bidding Assistance

**Chatham Business Association (CBA)**  
**800 East 78<sup>th</sup> St.**  
**Chicago, IL 60619**

Contact: Pattilyn Beals  
Phone: (773) 994-5006  
Fax: (773) 855-8905  
E-mail: [pattilynbeals@cbaworks.org](mailto:pattilynbeals@cbaworks.org)  
Web: [www.cbaworks.org](http://www.cbaworks.org)

**Services**

Business Development; Certification Assistance; Technical Assistance; Bidding Assistance

**Chicago Minority Supplier Development Council (CMSDC)**  
**105 W. Adams**  
**Chicago, IL 60603**

Contact: Neda Sharp  
Phone: (312) 755-2554  
Fax: (312) 755-8890  
E-mail: [nsharp@chicagomsdc.org](mailto:nsharp@chicagomsdc.org)  
Web: [www.chicagomsdc.org](http://www.chicagomsdc.org)

**Services**

Business Development; Certification Assistance; Technical Assistance; Bidding Assistance

**Chicago Urban League (CUL)**  
**4510 S. Michigan Ave.**  
**Chicago, IL 60653**

Contact: Kevin Davenport  
Phone: (773) 624-8810  
Fax: (773) 451-3549  
E-mail: [kdavenport@thechicagourbanleague.org](mailto:kdavenport@thechicagourbanleague.org)  
Web: [www.thechicagourbanleague.org](http://www.thechicagourbanleague.org)

**Services**

Business Development; Certification Assistance; Technical Assistance; Bidding Assistance



## **Disadvantaged Business Enterprise (DBE) Assistance Agencies - Continued**

**Contractor Advisors Business Development, Inc.**  
**1507 E. 53<sup>rd</sup> St. Suite 906**  
**Chicago, IL 60615**

Contact: Suzanne F. Stantley  
Phone: (312) 436-0301  
Email: [sfstantley@contractoradvisors.us](mailto:sfstantley@contractoradvisors.us)  
Web: [www.contractoradvisors.us](http://www.contractoradvisors.us)

### **Services**

Business Development; Bidding Assistance

**Cosmopolitan Chamber of Commerce**  
**1633 S. Michigan Ave.**  
**Chicago, IL 60616**

Contact: Rhonda McGowan  
Phone: (312) 971-9594  
Email: [rmcgowan@cosmochamber.org](mailto:rmcgowan@cosmochamber.org)

### **Services**

Business Development; Bidding Assistance

**Federation of Women Contractors (FWC)**  
**4210 W. Irving Park Rd.**  
**Chicago, IL 60641**

Contact: Jaemie Neely  
Phone: (312) 360-1122  
Fax: (312) 360-0239  
E-mail: [jneely@fwcchicago.com](mailto:jneely@fwcchicago.com)  
Web: [www.fwcchicago.com](http://www.fwcchicago.com)

### **Services**

Business Development

**Greater Englewood Community Development Corporation (GECDC)**  
**815 W. 63<sup>rd</sup> St.**  
**Chicago, IL 60621**

Contact: Rhea Steele  
Phone: (773) 651-2400  
Email: [thughes@gecdc.org](mailto:thughes@gecdc.org)  
Web: [www.gecdc.org](http://www.gecdc.org)

### **Services**

Business Development

## **Disadvantaged Business Enterprise (DBE) Assistance Agencies - Continued**

**Hispanic American Construction Industry Association (HACIA)**  
**650 W. Lake St., Suite 415**  
**Chicago, IL 60607**

Contact: Juan Calahorrano  
Phone: (312) 575-0389  
Fax: (312) 575-0544  
E-mail: [jcalahorrano@haciaworks.org](mailto:jcalahorrano@haciaworks.org)  
Web: [www.haciaworks.org](http://www.haciaworks.org)

### **Services**

Business Development; Certification Assistance; Technical Assistance

**Illinois Hispanic Chamber of Commerce (IHCC)**  
**222 Merchandise Mart Plaza, Suite 1212**  
**Chicago, IL 60654**

Contact: Angie Alonso-Cone  
Phone: (312) 425-9500  
Fax: (312) 666-5545  
Web: [www.ihccbusiness.net](http://www.ihccbusiness.net)

### **Services**

Business Development; Certification Assistance; Technical Assistance

**Latin American Chamber of Commerce (LACC)**  
**3512 W. Fullerton Avenue**  
**Chicago, IL 60647**

Contact: D. Lorenzo Padron  
Phone: (773) 252-5211  
Fax: (773) 252-7065  
E-mail: [D.LorenzoPadron@LACCUSA.com](mailto:D.LorenzoPadron@LACCUSA.com)  
Website: [www.LACCUSA.com](http://www.LACCUSA.com)

### **Services**

Business Development; Certification Assistance; Technical Assistance

**LGBT Chamber of Commerce**  
**3179 N. Clark St. 2<sup>nd</sup> Floor**  
**Chicago, IL 60657**

Contact: Bill Wald  
Phone: (773) 303-0167  
Email: [bill.wald@lgbtcc.com](mailto:bill.wald@lgbtcc.com)  
Web: [www.lgbtcc.com](http://www.lgbtcc.com)

### **Services**

Business Development; Technical Assistance

## **Disadvantaged Business Enterprise (DBE) Assistance Agencies - Continued**

**MDBA Business Center Chicago**  
**105 W. Adams St.**  
**Chicago, IL 60603**

Contact: David Thomas  
Phone: (312) 755-8880  
Email: [dthomas@chicagombdacenter.com](mailto:dthomas@chicagombdacenter.com)  
Web: [www.mbda.gov](http://www.mbda.gov)

### **Services**

Business Development; Certification Assistance

**National Association of Minority Contractors Chicago (NAMCC)**  
**4455 S. Martin Luther King Dr.**  
**Chicago, IL 60653**

Contact: Curtis Thompson  
Phone: (708) 439-4517  
Email: [Curtis@namccchicago.org](mailto:Curtis@namccchicago.org)

### **Services**

Business Development; Technical Assistance

**National Organization of Minority Engineers**  
**33 W. Monroe St. Suite 1540**  
**Chicago, IL 60603**

Contact: Diana Hennington  
Phone: (312) 960-1239  
Email: [grandevents1@sbcglobal.net](mailto:grandevents1@sbcglobal.net)  
Web: [www.nomeonline.org](http://www.nomeonline.org)

### **Services**

Business Development; Technical Assistance

**U.S. Minority Contractors Association (USMCA)**  
**1250 S. Grove Ave. Suite 200**  
**Barrington, IL 60010**

Contact: Ashley Washington  
Phone: (847) 852-5010  
E-mail: [admin@usminoritycontractors.org](mailto:admin@usminoritycontractors.org)  
Web: [www.usminoritycontractors.org](http://www.usminoritycontractors.org)

### **Services**

Business Development; Certification Assistance; Technical Assistance; Bidding Assistance

## **Disadvantaged Business Enterprise (DBE) Assistance Agencies – Continued**

**Women's Business Development Center (WBDC)**  
**8 S. Michigan Ave., 4th Floor**  
**Chicago, IL 60603**

Contact: Maura Downs  
Phone: (312) 853-3477  
Fax: (312) 853-0145  
E-mail: [mdowns@wbdc.org](mailto:mdowns@wbdc.org)  
Web: [www.wbdc.org](http://www.wbdc.org)

**Services**

Business Development; Certification Assistance; Technical Assistance

**Women Construction Owners & Executives (WCOE)**  
**308 Circle Avenue**  
**Forest Park, IL 60130**

Contact: Mary Kay Minaghan  
Phone: (708) 366-1250  
Fax: (708) 366-5418  
E-mail: [mkm@mkmservices.com](mailto:mkm@mkmservices.com)  
Website: [www.wcoeusa.org](http://www.wcoeusa.org)

**Services**

Business Development; Certification Assistance; Technical Assistance



## Small Business Enterprise (SBE) Program

The policy of the CTA is to facilitate competition by small businesses as prime contractors or subcontractors on CTA contracts. The CTA's Small Business Enterprise (SBE) Program is part of its Disadvantaged Business Enterprise (DBE) Program as set forth in 49 C.F.R. Part 26.39. This program is designed to give certified small businesses an opportunity to bid as primes on CTA contracts. Under this program, selected contracts below \$5,000,000 in value will be set aside for small businesses to bid on as prime contractors.

### Small Business Enterprise (SBE) Program Eligibility

The following requirements must be met to be eligible to participate in the CTA Small Business Enterprise (SBE) Program:

1. The company must meet the size standards for small businesses set forth by the Small Business Administration (SBA) for the industry in which it works over a 5-year average.
2. The company's annual gross receipts cannot exceed \$30.40 Million over a 3-year average
3. Each owner must not exceed personal net worth of \$1.32 Million.

### Small Business Verification

The CTA only accepts Small Business Enterprise (SBE) certifications/verifications from CTA, Metra, Pace, and SEPTA. All DBE-certified firms are, by definition, small businesses and do not need to seek additional SBE certification.

The CTA will post on its website any additional entities that perform SBE certification or verification methods that will be accepted by CTA, as they become available.

For information and/or questions about the CTA Small Business Program, please call (312) 681-2600 or e-mail [diversity@transitchicago.com](mailto:diversity@transitchicago.com).

### How to find out about contracting opportunities under the Small Business Enterprise (SBE) Program

All contracting opportunities are posted on CTA's e-procurement portal at <https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities> and are also advertised in the classified section of the Chicago Sun-Times newspaper.

Solicitations available for download will include all forms required to submit a complete bid to the CTA, including DBE forms and special conditions regarding the SBE Program.

CTA is notifying registered vendors of new publicly advertised contracting opportunities through e-mail notifications. The e-mail will be sent to CTA registered vendors by commodity. For vendor registration and other information, visit the CTA Vendor Registration and DBE Certification Web site at <https://cta.dbesystem.com/>.

All vendors are encouraged to update their business contact information including their e-mail address and list of commodities as all notifications will be sent via e-mail.

1. For questions regarding vendor registration, contact CTA Vendor Management, at [ctavendormgmt@transitchicago.com](mailto:ctavendormgmt@transitchicago.com).
2. For questions about bid notifications, visit the CTA's e-procurement portal at <https://transitchicago.bonfirehub.com/portal/?tab=openOpportunities>.
3. For questions about the Small Business Enterprise (SBE) Program, contact the Diversity Department at (312) 681-2600.



## Procurement Contacts

Name/Title	E-mail
<b>Ellen McCormack</b> , Vice President, Purchasing & Supply Chain	<a href="mailto:emccormack@transitchicago.com">emccormack@transitchicago.com</a>
<b>Director</b> , Purchasing	<b>Vacant</b>
<b>Karen Brosnan</b> , Senior Manager, Purchasing	<a href="mailto:kbrosnan@transitchicago.com">kbrosnan@transitchicago.com</a>
<b>Iliana Linares</b> , Senior Manager, Purchasing	<a href="mailto:ilinares@transitchicago.com">ilinares@transitchicago.com</a>
<b>Maria Williams-Baxter</b> , Senior Manager, Purchasing	<a href="mailto:mwilliams@transitchicago.com">mwilliams@transitchicago.com</a>
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<b>Courtney Cannon</b> , Senior Procurement Administrator	<a href="mailto:ccannon@transitchicago.com">ccannon@transitchicago.com</a>
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<b>Tamika Johnson</b> , Procurement Administrator	<a href="mailto:TJohnson7@transitchicago.com">TJohnson7@transitchicago.com</a>
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<b>Jerome Kurth</b> , Procurement Administrator	<a href="mailto:jkurth@transitchicago.com">jkurth@transitchicago.com</a>

<b>Christopher Lahciev</b> , Senior Procurement Administrator	<a href="mailto:clahciev@transitchicago.com">clahciev@transitchicago.com</a>
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<b>Blanca Medina</b> , Senior Procurement Administrator	<a href="mailto:bmedina@transitchicago.com">bmedina@transitchicago.com</a>
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<b>Rutha Redmond</b> , Senior Buyer	<a href="mailto:rredmond@transitchicago.com">rredmond@transitchicago.com</a>
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<b>Connie Travis</b> , Procurement Administrator	<a href="mailto:CTravis@transitchicago.com">CTravis@transitchicago.com</a>
<b>Sarah Villasenor</b> , Procurement Administrator	<a href="mailto:svillasenor@transitchicago.com">svillasenor@transitchicago.com</a>
<b>Antonio Willingham</b> , Senior Procurement Administrator	<a href="mailto:awillingham@transitchicago.com">awillingham@transitchicago.com</a>

## Diversity Programs Contacts

Name/Title	E-mail
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<b>Tomas Bolivar</b> , Project Specialist II, Diversity Programs	<a href="mailto:tbolivar@transitchicago.com">tbolivar@transitchicago.com</a>
<b>Zakir Siddiqui</b> , Data Analyst, Diversity Programs	<a href="mailto:zsiddiqui@transitchicago.com">zsiddiqui@transitchicago.com</a>
<b>Certification and Compliance</b>	
<b>Brittney Johnson</b> , Senior Manager, Certification & Compliance Programs	<a href="mailto:bjohnson@transitchicago.com">bjohnson@transitchicago.com</a>



<b>Benjamin Bedenfield</b> , Manager, Certification	<a href="mailto:bbedenfield1@transitchicago.com">bbedenfield1@transitchicago.com</a>
<b>Tiaira Thomas</b> , Certification Specialist	<a href="mailto:TThomas2@transitchicago.com">TThomas2@transitchicago.com</a>
<b>Rashakeya Larkin</b> , Certification Specialist	<a href="mailto:rlarkin@transitchicago.com">rlarkin@transitchicago.com</a>
<b>Denee Smith</b> , Certification Specialist	<a href="mailto:DSmith@transitchicago.com">DSmith@transitchicago.com</a>
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<b>Latasha Banks</b> , Compliance Specialist	<a href="mailto:lbanks@transitchicago.com">lbanks@transitchicago.com</a>
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<b>Jonathan Riley</b> , Senior Compliance Specialist	<a href="mailto:jriley@transitchicago.com">jriley@transitchicago.com</a>
<b>Brandon Tamayo</b> , Compliance Specialist	<a href="mailto:btamayo@transitchicago.com">btamayo@transitchicago.com</a>
<b>Margaret Bentley</b> , Compliance Specialist	<a href="mailto:Mbentley@transitchicago.com">Mbentley@transitchicago.com</a>
<b>Small Business Development &amp; Outreach</b>	
<b>Misty Brown</b> , Manager, Small Business Development & Outreach	<a href="mailto:Mbrown1@transitchicago.com">Mbrown1@transitchicago.com</a>
<b>Shanell Harmon</b> , Sr. Coordinator, Small Business Development & Outreach	<a href="mailto:sharmon@transitchicago.com">sharmon@transitchicago.com</a>
<b>Lyvette Jones</b> , Coordinator, Small Business Development & Outreach	<a href="mailto:ljones@transitchicago.com">ljones@transitchicago.com</a>
<b>Workforce Initiatives</b>	
<b>Vacant</b> , Manager, Workforce Initiatives	
<b>Reginald Bates Jr.</b> , Coordinator, Workforce Initiatives	<a href="mailto:Rbates7378@transitchicago.com">Rbates7378@transitchicago.com</a>



## **CTA Sister Agencies**

[City of Chicago](#)

[Chicago Housing Authority \(CHA\)](#)

[Chicago Park District \(CPD\)](#)

[Chicago Public Schools \(CPS\)](#)

[City Colleges of Chicago \(CCC\)](#)

[Cook County of Illinois](#)

[Metropolitan Pier & Exposition Authority \(MPEA\)](#)

[Metropolitan Water Reclamation District of Greater Chicago \(MWRDGC\)](#)

[Public Building Commission of Chicago \(PBC\)](#)

## **Illinois UCP Participants**

[City of Chicago](#)

[Chicago Transit Authority \(CTA\)](#)

[Illinois Department of Transportation \(IDOT\)](#)

[Metropolitan Rail Corporation \(Chicago Commuter Railroad\) \(Metra\)](#)

[Suburban Bus Division of the Regional Transportation Authority \(Pace\)](#)