



City of Chicago

Certification & Compliance System

**Tracking MWDBE Goal Attainment
Online with Minimum Effort**



Overview

The Certification & Compliance Network System is a web-based tool that provides:

- Enhanced MWDBE Directory with key-word search
- Online tracking of MWDBE Goal Attainment
- Online verification of MWDBE payments
- Flexible reporting capabilities for staff



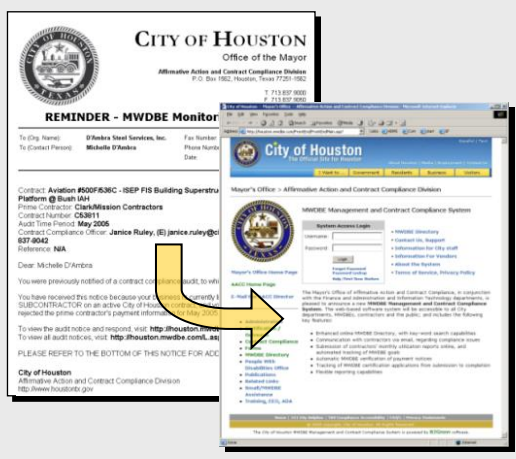
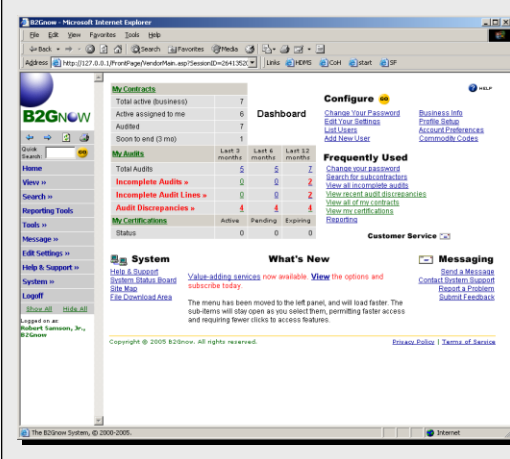
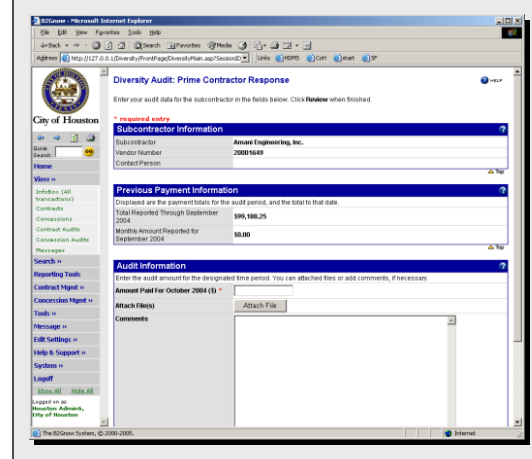
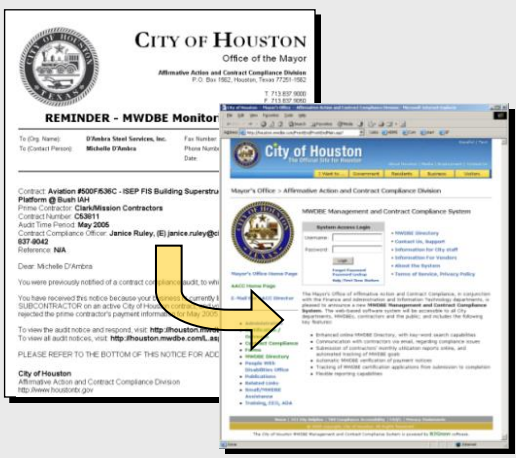
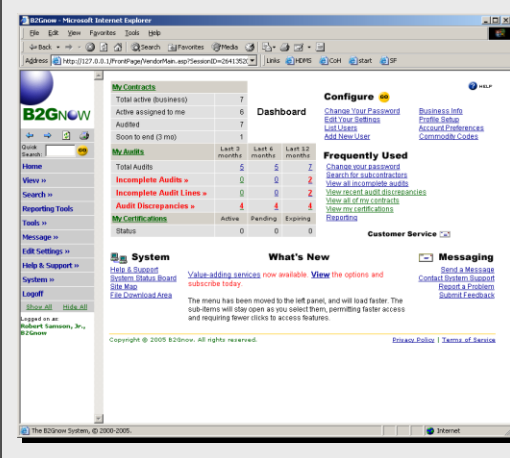
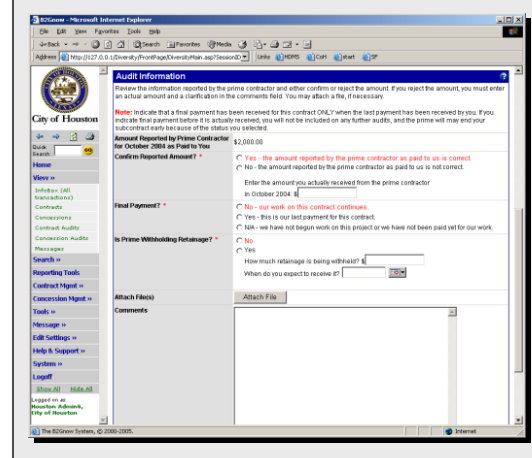
Benefits

to prime vendors and certified firms

- **No cost**
- Online reporting of subcontractor utilization
- Accounts are managed by the user
- Multiple user accounts for each contractor
- Data is collected in a standard format
- Real time Goal Attainment status



Contract Compliance Process – How it Works

A**Prime notified by email and/or fax****B****Prime logs into secure account****C****Prime enters payment data for subs****1****Subcontractor notified by email and/or fax****2****Subcontractor logs into secure account****3****Subcontractor confirms or rejects payment data**



Do You Have an Account?

System Login

Forgot Password

Account Lookup

FAQs

MWDBE Directory

Staff Information

Contact Us

Certification and Compliance System

System Access Login

Username:

Password:

Login

City of Chicago is pleased to announce a new Certification and Compliance System. This web-based software system will be accessible to City of Chicago Departments, Certified Firms, Consultants, Contractors, and the General Public. The following key features are available, depending upon levels of access:

- Enhanced online MWDBE Directory, with key-word search capabilities
- Communication with Contractors and Consultants via email, regarding compliance issues
- Online and automated tracking of MWDBE goal attainment
- Online verification of MWDBE payments

<https://chicago.mwdbe.com>



Account Lookup

Account Lookup

Search the system's user directory to find your account. You can then send yourself a username/password reminder by email and/or fax. Enter search parameters below and click the **Search** button. Search results are displayed below.

If you do not see your business listed in the search results, or the contact information is incorrect, please email [Customer Support](#). Include your business and personal contact information for account verification. We may need to request additional information for security purposes.

Search by Business Name or DBA

Business Name/DBA

Tip: Try just a few letters of the firm's name.

Search by Contact Person

Contact Person

First Name:

Tip: Use the first letter.

Last Name:

Tip: Try just the first few letters.

Search by Contact Information



Username/Password Reminder

Search Results			
Business	Contact Person	Contact Details	Send Remind
1st Metropolitan Translation Services, Inc.	Shannon Ewasiuk	P: 312-621-1500 F: 312-621-1901 E: firstmetro@sbcglobal.net A: 30 South Wacker Drive Suite 2200, Chicago, IL	Send Remind

Search by Business Name or DBA

Business Name/DBA:
Tip: Try just a few letters of the firm's name.

Search by Contact Person

Contact Person: First Name:
Tip: Use the first letter.
Last Name:



Monthly Email or Fax Alert to Prime

From: City of Chicago
Date: 8/10/2009 7:01:46 PM
Subject: Chicago: Prime Contractor Compliance Monitoring Report

City of Chicago [lblTimePeriod] Prime Contractor Contract Compliance Monitoring Report

Contract: [lblContractTitle]
Prime Contractor: [lblPrimeContractor]
Contract Number: [lblCustomReferenceNumber]
Audit Time Period: [lblTimePeriod]
Contract Compliance Officer: [lblDiversityUser]

Dear: [lblContactName]

The Department of Procurement Services monitors participation on all City of Chicago contracts with goals. To assist our office in the monitoring process, please login to your account in the Certification and Compliance System and provide the requested subcontractor payment information for [lblTimePeriod].

If you have received this notice, then you are currently listed as a PRIME contractor on an active City of Chicago contract. You are required to respond to this notice with the payment information requested.

To view the audit notice and respond, visit: <https://chicago.mwdbe.com/?GO=397>

To view all audit notices, visit: <https://chicago.mwdbe.com/?GO=753>

PLEASE REFER TO THE BOTTOM OF THIS NOTICE FOR ADDITIONAL HELP

City of Chicago
Department of Procurement Services
<https://chicago.mwdbe.com/>

HELP:

System Access: If you have received this email then an account already exists for you. If you do not already have your account username and password, or have forgotten them, please visit <https://chicago.mwdbe.com/FrontEnd/UserSearchPublic.asp>.

Duplicate Notices: If you are receiving this notice by email AND fax and would like to use only one delivery method, you must update your account settings at User info <https://chicago.mwdbe.com/?GO=753>

Submitting subcontractor payment information:

It's time to report, click the link in the email to login



Vendor Dashboard

Diversity Management System (powered by B2Gnow) - Windows Internet Explorer

http://test.b2gnow.com/FrontPage/VendorMain.asp?XID=7055&SessionID=185779

File Edit View Favorites Tools Help Links B2G-DEV ICE-Dev PROD Test Air

Diversity Management System (powered by B2Gnow)

Training System
B2GNow

Home
View »
Search »
Message »
Settings »
Help & Support »
Logoff
Show All Hide All

Logged on as:
Contact Person
NIELSON
INC.

My Contracts

Total active (business)	2
Active assigned to me	2
Audited	2
Soon to end (3 mo)	0

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	1	1	1
Incomplete Audits »	1	1	1
Incomplete Audit Lines »	13	13	13
Audit Discrepancies	0	0	0

My Certification Applications

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

System News

>>> NEW: [User Training Manual](#) for the system in PDF format.

>>> Download the latest [Quick Guide](#) in PDF format.

Alerts

No Activated Alerts. [View Pending Alerts.](#)

Configure

[Change Your Password](#) [Business Info](#)
[Edit Your Settings](#) [Profile Setup](#)
[List/Add Users](#) [Main Contacts](#)
[EEO/Workforce Comp.](#) [Apply for Certification](#)
[Submit Questionnaire](#)

Follow instructions provided in the monthly email



Prime Contractor Response

Diversity Management System (powered by B2Gnow) - Windows Internet Explorer

http://test.b2gnow.com/FrontPage/VendorMain.asp?XID=70558&SessionID=185779266466463859

File Edit View Favorites Tools Help Links B2G-DEV ICE-Dev PROD Test Air

Diversity Management System (powered by B2Gnow)

Training System

B2Gnow

Home
View »
Search »
Message »
Settings »
Help & Support »
Logoff

Show All Hide All

Logged on as:
Contact Person,
NIELSONS SKANSKA,
INC.

Contract Audit: March 2009

Listed are subcontractors assigned to this contract. Click the links to the right of the vendor's name to submit or edit a response. You must submit data on each subcontractor to complete the audit.

Audit Information

Audit Response Status	Not complete; 13 sub response(s) to be submitted. (View Detail)
Audit Period	March 2009
Payment to Prime	\$500,000.00
Marked As Final Audit?	No (mark audit as final)
Contract Number	G2765
Contract Title	AC-GRIP-BR-IBRC-(TPM)-064-4(27)13
Prime Contractor	NIELSONS SKANSKA, INC.

Audit Summary - Total Contract Through TODAY (4/27/2009)

	Award	Award Percent	Actual	Actual Percent	Difference (Actual - Award)
Payments to Prime	\$15,635,695.90		\$15,695,244.71		
Credited Payments (Prime + Sub)	\$1,515,098.93	9.690%	\$1,676,891.51	10.684%	0.994% above goal
Credited DBE Payments	\$1,515,098.93	9.690%	\$1,676,891.51	10.684%	0.994% above goal
Contract Progress	100.4%				
Credited Prime + Sub Progress	110.7%				

Audit Summary - Assignment, Payment, and Progress Details

	Award Assignments	Award Percent	Actual Payments	Actual Percent	Difference (Actual - Award)
All Subcontractor Payments	\$3,665,993.29	23.446%	\$2,984,194.51	19.013%	4.433% below goal
Credited Prime Payments	\$0.00	0.000%	\$0.00	0.000%	Goal matched
Credited Subcontractor Payments	\$2,142,837.26	13.705%	\$1,676,891.51	10.684%	3.021% below goal
Subcontractor Progress	81.4%				
Credited Subcontractor Progress	78.3%				

Award values may not match due to differences between overall contract goal and subcontractor assignments.

Mark 13 Remaining Subcontractors as Zero Mark Audit as Final

See Real
time
progress



Viewing Subcontractor Details

[Mark 13 Remaining Subcontractors as Zero](#)[Mark Audit as Final](#)[Submit ALL Incomplete Records](#)[Add Subcontractor](#)[Report Error](#)

Subcontractor Payments for March 2009										
Subcontractor	Certified	Type	Inc. in Goal	Goal Type	Actions	Paid Amount in March 2009	Confirmed by Sub	Total To March 2009	Contract Goal	Actual Percent
AMEC EARTH & ENVIRONMENTAL INC DAVID L HARTFIELD P 210-699-6595, F 210-699-6597 davidhartsfield@amec.com	No	Sub	No		Submit Response	Not Reported	--	\$9,203.00	0.077%	0.059%
Apache Construction Co. Paul Chavez P 505-877-1155, F 505-877-0018 valvfenc@aol.com	Yes	Sub 100%	Yes	DBE	Submit Response	Not Reported	--	\$79,999.26	1.261%	0.510%
Bogan Brothers Painting Co. Contact Person P 505-898-8000, F 505-898-1289 boganbrothers@qwest.net	No	Sub	No		Submit Response	Not Reported	--	\$0.00	0.178%	0.000%
BSN-Santa Fe Contact Person P 505-473-7973, F 505-473-1079 BSNSantaFe@aol.com	No	Sub	No		Submit Response	Not Reported	--	\$182,628.00	1.366%	1.164%
Byerly & Cosyleon, Inc. Bonifacio Cosyleon P 719-545-2585, F 719-543-1963	Yes	Sub 100%	Yes	DBE	Submit Response	Not Reported	--	\$276,823.56	2.663%	1.764%



Bulk Submission of Sub Payments

Contract Audit: Vendor List Bulk Submit

HELP VIDEO HELP

Subcontractor Payment Information								
Subcontractor	Total Through December 2007	Contract Goal	Actual Percent Through December 2007	Payment for March 2009	Payment Date	Prompt Payment (within 10 days)	Payment Detail	Comments
AMEC EARTH & ENVIRONMENTAL INC	\$9,203.00	0.077%	0.059%	\$ <input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Apache Construction Co.	\$79,999.26	1.261%	0.510%	\$ 1500	3/25/2009	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Chk #401: \$1500.00	<input type="text"/> <input type="text"/>
Bogan Brothers Painting Co.	\$0.00	0.178%	0.000%	\$ <input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
BSN-Santa Fe	\$182,628.00	1.366%	1.164%	\$ <input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Byerly & Cosyleon, Inc.	\$276,823.56	2.663%	1.764%	\$ <input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Iron Tooth Milling, LLC dba Rocky Mountain Rotomilling	\$48,009.65	0.331%	0.306%	\$ <input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>



Email or Fax Alert to Subcontractor

From: City of Chicago
Date: 8/10/2009 7:06:45 PM
Subject: Chicago: Subcontractor Contract Compliance Monitoring Report

City of Chicago [lblTimePeriod] Subcontractor Contract Compliance Monitoring Report

Contract: [lblContractTitle]
Prime Contractor: [lblPrimeContractor]
Contract Number: [lblCustomReferenceNumber]
Audit Time Period: [lblTimePeriod]
Contract Compliance Officer: [lblDiversityUser]
Reference: [lblReferenceIdentifier]

Dear: [lblContactName]

The Department of Procurement Services monitors participation on all City of Chicago contracts with goals. To assist our office in the monitoring process, please login to your account in the Certification and Compliance System and provide the requested subcontractor payment information for [lblTimePeriod].

If you have received this notice, then you are currently listed as a SUBCONTRACTOR on an active City of Chicago contract. You are required to respond to this notice with the payment information requested.

To view the audit notice and respond, visit: <https://chicago.mwdbe.com/?GO=397>
To view all audit notices, visit: <https://chicago.mwdbe.com/?GO=753>

PLEASE REFER TO THE BOTTOM OF THIS NOTICE FOR ADDITIONAL HELP

City of Chicago
Department of Procurement Services
<https://chicago.mwdbe.com/>

HELP:

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Duplicate Notices: If you are receiving this notice by email AND fax, and would like to use only one delivery method, you must update your account settings at User info

***Subcontractors are notified that it is time to report,
Simply click the link in the email to log in***



Subcontractor Dashboard

<u>My Contracts</u>			
Total (business)	10		
Open (business)	9		
Open assigned to me	1		
Closed	1		
<u>My Contract Audits</u>	Last 3 months	Last 6 months	Last 12 months
Total Audits	<u>7</u>	<u>11</u>	<u>11</u>
Incomplete Audits »	<u>5</u>	<u>9</u>	<u>9</u>
Incomplete Audit Lines »	<u>35</u>	<u>39</u>	<u>39</u>
Audit Discrepancies	<u>0</u>	<u>0</u>	<u>0</u>
<u>My Workforce Audits</u>	Last 30 days	Last 3 months	Last 12 months
Total	<u>0</u>	<u>1</u>	<u>2</u>
Incomplete »	<u>0</u>	<u>0</u>	<u>1</u>
Pending Cert	<u>0</u>	<u>0</u>	<u>0</u>
Pending Submission	<u>0</u>	<u>0</u>	<u>0</u>
Pending Release	<u>0</u>	<u>0</u>	<u>0</u>
Pending Acceptance	<u>0</u>	<u>0</u>	<u>0</u>
Rejected by Org	<u>0</u>	<u>0</u>	<u>0</u>
Accepted by Org	<u>0</u>	<u>1</u>	<u>1</u>
<u>My Certification Applications</u>	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0
<u>My Certifications</u>	Active	Pending	Expiring
Status	<u>1</u>	<u>11</u>	0



Subcontractor Response

To **resort** click on column title. To **filter** click on the drop down menu.

[Refresh Table](#)

Status	Audit Period	Contract Number & Title	Organization
Incomplete (1)	Last 3 mos	All	All
	July 2009	MANAGEMENT OF PUBLIC PARKING FACILITIES AND GROUND TRANSPORTATION AT CHICAGO O'HARE INTL AIRPORT	City of Chicago

Contract Audit: Audit Notice

[Contract Main](#) | [View Contract](#) | [Comments](#) | [Reports](#)

[? HELP](#) [VIDEO HELP](#)

6601: MANAGEMENT OF PUBLIC PARKING FACILITIES AND GROUND TRANSPORTATION AT CHICAGO O'HARE INTL AIRPORT
Prime: STANDARD PARKING O'HAR JV

Status: Open
10/18/2005 - 12/31/2009
Current Value: \$111,494,993

This is an audit notice for the contract listed below. Click the [View/Submit Response](#) button to view or respond to this audit.

[View/Submit Response](#)

Contract Information

Contract Title	MANAGEMENT OF PUBLIC PARKING FACILITIES AND GROUND TRANSPORTATION AT CHICAGO O'HARE INTL AIRPORT
Contract Number	6601
System Transaction Number	00421507-001

Audit Information

Audit Number	00421507-002
Date & Time Posted	Local: 8/13/2009 8:47:14 PM CDT System: 8/13/2009 8:47:14 PM CDT
Time Period	July 2009
Date Response Due	10/13/2009 (60 days from today)
Comments	

Contract Compliance Officer Information

Contact Person	Curt Barta
Organization	City of Chicago
User Number	30000079-072

Buyer Information

Contact Person	Contract Administrator
Organization	85 Dept of Aviation
User Number	10000901-001



Response Page

Contract Audit: Subcontractor Response

[Contract Main](#) [View Contract](#) [Comments](#) [Reports](#)**6601: MANAGEMENT OF PUBLIC PARKING FACILITIES AND GROUND TRANSPORTATION AT CHICAGO O'HARE INTL AIRPORT**Prime: **STANDARD PARKING O'HAR JV**Status: **Open****10/18/2005 - 12/31/2009**Current Value: **\$111,494,993**

This contract compliance audit requires that the amount reported by the prime contractor on this contract be confirmed or rejected. Fill in the form and click **Review**.

[View Payment History](#)

* required entry

Prime Contractor Information

Displayed are the reported payments by the Prime for this audit period, and the last one. Also listed are the totals to the date of the audit period.

Prime Contractor	STANDARD PARKING O'HAR JV
Vendor Number	20081564
Contact Person	

Prime Payment Information

Review the information reported by the prime contractor and either confirm or reject the amount. If you reject the amount, you must enter an actual amount and a clarification in the comments field. You may attach a file, if necessary.

Amount Paid TO Prime for July 2009	\$1,500.00 by City of Chicago to STANDARD PARKING O'HAR JV
Date Paid TO Prime	8/2/2009

Previous Payment Information Reported by Prime Contractor

Review the information reported by the prime contractor and either confirm or reject the amount. If you reject the amount, you must enter an actual amount and a clarification in the comments field. You may attach a file, if necessary.

Note: Indicate that a final payment has been received for this contract ONLY when the last payment has been received by you. If you indicate final payment before it is actually received, you will not be included on any further audits, and the prime will may end your subcontract early because of the status you selected.

Total Through June 2009	\$15,500.00
Paid Amount for June 2009	\$500.00
Paid Amount for July 2009	\$50.00
Total Through July 2009	\$15,550.00
Payment Detail	Chk 234

[View Payment History](#)



Response Page - Continued

Audit Information ?	
Amount Reported by Prime Contractor for July 2009 as PAID to You	\$50.00
Confirm Reported Amount? *	<div><div><input type="radio"/> Yes - the amount reported by the prime contractor as PAID to us is correct.</div><div><input type="radio"/> No - the amount reported by the prime contractor as paid to us is not correct.</div><div>Enter the amount you actually received from the prime contractor in July 2009: \$ <input type="text"/></div></div>
Final Payment? *	<div><div><input type="radio"/> No - our work on this contract continues.</div><div><input type="radio"/> Yes - this is our last payment for this contract.</div><div><input type="radio"/> N/A - we have not begun work on this project or we have not been paid yet for our work.</div></div>
Is Prime Withholding Retainage? *	<div><div><input type="radio"/> No</div><div><input type="radio"/> Yes</div><div>How much retainage is being withheld? \$ <input type="text"/></div><div>When do you expect to receive it? <input type="text"/> </div></div>
Attach File(s)	<div>Attach File</div>
Comments	<div><div></div></div>
<div><div>Spell Check</div><div>Review</div><div>Cancel</div></div>	



Access & Support

Web Site:

<https://chicago.mwdbe.com>

Technical Support:

chicago@mwdbe.com

- *Account access*
- *Password resets*
- *New users*
- *User deactivations*