

Supplier Diversity Management Portal

Frequently Asked Questions

General Questions

V24.1

1. *What is the name of the new system?*

The Illinois Commission on Equity and Inclusion's (CEI) new system is called the Supplier Diversity Management Portal (SDMP).

2. *When did the new SDMP go live?*

The new portal went live on Monday, July 15, 2024. New certification application, renewal, and revision submissions restarted as of that date. Purchasing entities can also now submit vendors' good faith effort waiver requests to CEI and search for Business Enterprise Program (BEP) and Veterans Business Program (VBP) certified firms (for goal setting and Utilization Plan responsiveness purposes) and the executed contracts with supplier diversity goals in the portal.

Click [here](#) to access the new portal site.

3. *This is my first time using the new SDMP. How do I access my previous account?*

State purchasing entity users with profiles in the previous system will receive an email from the new portal service provider (Viva USA, Inc.) with instructions on activating their new account.

General public users should log into the new portal using the username associated with their account in the old DCMS system to activate their new portal accounts.

4. *Why is CEI changing the supplier diversity management platform?*

When the contract lifecycle ended for CEI's previous service provider, a transparent and competitive bid process was conducted to find a vendor to provide this service for CEI. Viva USA, Inc. was awarded the contract to host CEI's supplier diversity management platform through a competitive bidding process. This system change allows CEI to enhance the supplier diversity management platform by streamlining processes, improving user experience, and increasing data accuracy. This change aims to create a more efficient system that better supports Illinois vendors and fosters greater inclusivity and diversity in Illinois' supplier network.

5. *Are the Business Enterprise Program (BEP) and Veterans Business Program (VBP) closing?*

No, the BEP and VBP are **NOT** closing. CEI has transitioned to the new SDMP.

6. *How does this change align with CEI's objectives?*

This switch demonstrates CEI's commitment to maximizing supplier diversity, equity, and inclusion, ensuring that all vendors have fair access to opportunities and that the procurement process is as transparent and equitable as possible. This change addresses the expiration of the previous system's contract and propels CEI toward achieving its mission of creating a diverse and inclusive procurement environment.

7. *What should I do to prepare for this change?*

To prepare for the transition:

- Stay updated by regularly checking CEI's [communications](#) regarding the transition.
- After the system goes live on July 15, 2024, please review and update the vendor information and documentation transferred from the old system to ensure it is current and accurate.
- [Contact CEI](#) if you have questions or need assistance during this transition period.

8. *Will I have access to my certification profile data in the old Supplier Diversity Management System?*

System users with a current certification status (not expiring before July 15, 2024) will have their user certification profile data automatically migrated to SDMP:

- System users who applied for CEI's consideration but whose certification status is pending *may* need to re-enter their profile data into SDMP beginning July 15, 2024.
- System users with in-progress applications not submitted to CEI for consideration must re-enter their profile data into SDMP beginning July 15, 2024.

Note: If you were certified through one of the recognition programs, you will retain access to your certifying agency's profile through their supplier management system. However, these systems are not integrated with the SDMP, and you will be required to create a new profile on the SDMP.

9. *Do I need to register for a new SDMP account?*

You will need to register for a new account if you are:

- An applicant who has never previously applied for BEP or VBP certification.
- A vendor whose certification expired between June 15, 2024, and July 15, 2024, who did not submit recertification documents into the old system by June 14, 2024.
- A new applicant who started but did not submit their application to CEI in the old system by June 14, 2024.
- A purchasing entity user who did not have an active user account with the old system.
- Certified through one of the BEP or VBP recognition certifications, and your certification is up for renewal.

Note: System users who applied for CEI's consideration but whose certification status is pending may need to re-enter their profile data into SDMP beginning July 15, 2024. System users with in-

progress applications not submitted to CEI for consideration must re-enter their profile data into SDMP beginning July 15, 2024.

10. What should I do if my login credentials do not work?

If you are experiencing issues accessing the system, please contact the SDMP help desk at ILCEISupport@starssmp.com.

11. Are instructions available?

User guides for the Supplier Diversity Management Portal are posted [here](#).

12. Will user training be provided?

Information regarding future user training opportunities can be found [here](#).

13. Where can I get a list of vendors currently certified in the BEP and VBP?

After July 15, 2024, purchasing entities and vendors can use the public SDMP vendor directory to search for BEP and VBP-certified firms. An account is not required to conduct a certified vendor directory search.

14. Who should I contact if I have questions?

More information about the transition is forthcoming. If you have additional questions regarding this transition, please email us at CEI.Equity.Inclusion@illinois.gov or call (312) 814-4190