

**METROPOLITAN PIER AND EXPOSITION AUTHORITY  
VENDOR REGISTRATION FORM**

**Fax to:**  
MPEA, Procurement Department  
312.791.6156  
or  
**Mail to:**  
Metropolitan Pier and Exposition Authority  
Procurement Department, 3<sup>rd</sup> Floor  
301 E. Cermak Rd., Chicago, IL 60616

**INTERNAL USE ONLY**  
Outreach Event: \_\_\_\_\_  
Information Entered By: \_\_\_\_\_  
Date Entered: \_\_\_\_\_

**Please Print Clearly**

Application Date: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Suite/Floor/POB: \_\_\_\_\_  
 City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Name: (Mr./Mrs./Ms.) \_\_\_\_\_ Title: \_\_\_\_\_  
 Office Phone: \_\_\_\_\_ Fax Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_  
 WEB Site: \_\_\_\_\_

**SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE (SBE/MBE/WBE)**

Is your Company at least 51% Minority-Owned? [MBE]..... YES- NO-

Ethnicity of Ownership:

African American YES-, Hispanic YES-, Asian YES-

Is your Company at least 51% Female-Owned? [WBE]..... YES- NO-

Is your Company CMS certified as a Small Business Enterprise?..... YES- NO-

**CERTIFYING AGENCIES ACCEPTED BY THE MPEA  
(THE MPEA ACCEPTS THE FOLLOWING AGENCY MBE/WBE CERTIFICATIONS ONLY.)**

	STATUS	
	4= YES	PENDING
Chicago Minority Business Development Council.....	<input type="checkbox"/>	<input type="checkbox"/>
City of Chicago, Department of Purchases.....	<input type="checkbox"/>	<input type="checkbox"/>
Cook County, Office Of Contract Compliance .....	<input type="checkbox"/>	<input type="checkbox"/>
State of Illinois, Central Management Services.....	<input type="checkbox"/>	<input type="checkbox"/>
Women's Business Development Center.....	<input type="checkbox"/>	<input type="checkbox"/>

**APPLY FOR THE STATE OF ILLINOIS SMALL BUSINESS SET-ASIDE PROGRAM**

The Metropolitan Pier & Exposition Authority (MPEA) is setting all applicable procurements under \$10,000 aside for small businesses that are certified by the State of Illinois – Department of Central Management Services (CMS). Follow the instructions below if you are interested in participating.

You may be certified as a small business under the State of Illinois Small Business Set-Aside Program (SBSP) if you meet the following criteria:

- An Illinois business
- Annual gross sales:
  - Retail/Service less than \$6 million
  - Wholesale less than \$10 million
  - Construction less than \$10 million
  - Manufacturing less than \$10 million and less than 250 employees
  -

# METROPOLITAN PIER AND EXPOSITION AUTHORITY

## VENDOR REGISTRATION FORM

Visit the website at [www.sell2.illinois.gov](http://www.sell2.illinois.gov) to find all the information you'll need to register with the Small Business Set-Aside Program. If you need further assistance, contact the Illinois Central Management Services Procurement Call Center toll free at 1(866) ILL-BUYS.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> --005--Abrasives   | <input type="checkbox"/> --150--Builder's supplies  | <input type="checkbox"/> --280--Electrical cables and wires (not electronic)   |
| <input type="checkbox"/> --010--Acoustical tile, insulating materials and supplies  | <input type="checkbox"/> --155--Buildings and structures: fabricated and prefabricated                                | <input type="checkbox"/> --285--Electrical equipment and supplies (except cable and wire)  |
| <input type="checkbox"/> --015--Addressing, copying, mimeograph and spirit duplicating machine supplies: chemicals, inks, paper, etc. | <input type="checkbox"/> --165--Cafeteria and kitchen equipment - commercial  | <input type="checkbox"/> --287--Electronic components, replacement parts, accessories: See class 730 for misc. electronic equipment for testing and analyzing) |
| <input type="checkbox"/> --025--Air compressors and accessories   | <input type="checkbox"/> --190--Chemicals and solvents - commercial   | <input type="checkbox"/> --290--Energy collecting equipment and accessories: solar and wind  |
| <input type="checkbox"/> --031--Air conditioning, heating and ventilating: equipment, parts and accessories                           | <input type="checkbox"/> --192--Cleaning compositions, detergents, solvents and strippers - prepackaged               | <input type="checkbox"/> --295--Elevators and escalators   |
| <input type="checkbox"/> --035--Aircraft and airport, equipment, parts and supplies   | <input type="checkbox"/> --200--Clothing, athletic, casual, dress, uniform, weather related, work                     | <input type="checkbox"/> --305--Engineering equipment, surveying equipment, drawing instruments and supplies   |
| <input type="checkbox"/> --037--Amusement, decorations, entertainment, toys, etc.   | <input type="checkbox"/> --201--Clothing accessories (See class 800 for shoes and boots)                              | <input type="checkbox"/> --310--Envelopes, plain or printed  |
| <input type="checkbox"/> --045--Appliances and equipment, household type  | <input type="checkbox"/> --204--Computer hardware and peripherals for microcomputers                                  | <input type="checkbox"/> --315--Epoxy based formulations for adhesives, coatings and related agents  |
| <input type="checkbox"/> --050--Art equipment and supplies  | <input type="checkbox"/> --206--Computer hardware and peripherals for mini and mainframe computers                    | <input type="checkbox"/> --318--Fare collection equipment and supplies   |
| <input type="checkbox"/> --052--Art objects   | <input type="checkbox"/> --207--Computer accessories and supplies   | <input type="checkbox"/> --330--Fencing  |
| <input type="checkbox"/> --055--Automotive accessories for automobiles, buses, trucks, etc.   | <input type="checkbox"/> --208--Computer software for microcomputers (preprogrammed)                                  | <input type="checkbox"/> --340--Fire protection equipment and supplies   |
| <input type="checkbox"/> --060--Automotive maintenance items and repair/replacement parts   | <input type="checkbox"/> --209--Computer software for mini and mainframe computers (preprogrammed)                    | <input type="checkbox"/> --345--First aid and safety equipment and supplies  |
| <input type="checkbox"/> --065--Automotive bodies, accessories and parts  | <input type="checkbox"/> --210--Concrete and metal culverts, pilings, septic tanks, accessories and supplies          | <input type="checkbox"/> --350--Flags, flag poles, banners and accessories   |
| <input type="checkbox"/> --070--Automotive vehicles and related transportation equipment  | <input type="checkbox"/> --220--Controlling, indicating, measuring, monitoring and recording instruments and supplies | <input type="checkbox"/> --360--Floor covering, floor covering installation and removal equipment and supplies   |
| <input type="checkbox"/> --075--Automotive shop equipment and supplies  | <input type="checkbox"/> --225--Coolers, drinking water (water fountains)   | <input type="checkbox"/> --365--Floor maintenance machines, parts and accessories  |
| <input type="checkbox"/> --080--Badges, emblems, name tags and plates, jewelry, etc.  | <input type="checkbox"/> --232--Crafts, general   | <input type="checkbox"/> --395--Forms, continuous: computer paper, form labels, snap-out forms and folders for forms   |
| <input type="checkbox"/> --085--Bags, bagging, ties and erosion control equipment   | <input type="checkbox"/> --233--Crafts, specialized   | <input type="checkbox"/> --405--Fuel, oil, grease and lubricants   |
| <input type="checkbox"/> --100--Barrels, drums, kegs and containers   | <input type="checkbox"/> --240--Cutlery, dishes, flatware, glassware, trays, utensils and supplies                    | <input type="checkbox"/> --410--Furniture: health care and hospital facility   |
| <input type="checkbox"/> --105--Bearings (except wheel bearings and seals - 060)  | <input type="checkbox"/> --250--Data processing cards and paper   | <input type="checkbox"/> --420--Furniture: cafeteria, chapel, dormitory, household, library, lounge, school  |
| <input type="checkbox"/> --110--Belts and belting: conveyor, elevator, power transmission and V-Belts                                 | <input type="checkbox"/> --255--Decals and stamps   | <input type="checkbox"/> --425--Furniture: office  |
| <input type="checkbox"/> --135--Bricks and other clay products, refractory materials and stone products                               | <input type="checkbox"/> --265--Draperies, curtains and upholstery material (including automobile)                    | <input type="checkbox"/> --430--Gases, containers, equipment: laboratory, medical and welding  |
| <input type="checkbox"/> --145--Brushes (not otherwise classified)  |   |  |

**METROPOLITAN PIER AND EXPOSITION AUTHORITY  
VENDOR REGISTRATION APPLICATION**

**NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING (NIGP) CODES**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> --435—Germicides, cleaners and related sanitation for health care professionals                                  | <input type="checkbox"/> --635—Painting equipment and accessories  | <input type="checkbox"/> --740—Refrigeration equipment and supplies   |
| <input type="checkbox"/> --440—Glass and glazing supplies   | <input type="checkbox"/> --640—Paper and plastic products: disposable  | <input type="checkbox"/> --745—Road and highway building materials (asphaltic)  |
| <input type="checkbox"/> --445—Hand tools(powered and non-powered), accessories and supplies  | <input type="checkbox"/> --645—Paper: for office and print shops   | <input type="checkbox"/> --750-- Road and highway building materials (not asphaltic)                                  |
| <input type="checkbox"/> --450—Hardware and related items   | <input type="checkbox"/> --650—Park, playground, recreational area and swimming pool equipment   | <input type="checkbox"/> --755- Road and highway equipment and parts: asphalt and concrete handling and processing    |
| <input type="checkbox"/> --460—Hose, accessories and supplies: industrial, commercial and garden  | <input type="checkbox"/> --655—Photographic equipment and supplies (not including graphic arts, microfilm and x-ray)                             | <input type="checkbox"/> --770--Roofing   |
| <input type="checkbox"/> --470—Hospital handicap and related specialized equipment and supplies: mobility, speech impaired and restraints | <input type="checkbox"/> --658—Pipe and tubing   | <input type="checkbox"/> --775—Salt (sodium chloride – see class 393 for table salt)                                  |
| <input type="checkbox"/> --475—Hospital, surgical and related medical accessories and sundry items  | <input type="checkbox"/> --659—Pipe and tubing fittings  | <input type="checkbox"/> --801—Signs, sign materials, sign making equipment and related supplies                      |
| <input type="checkbox"/> --515—Lawn maintenance equipment, accessories and parts  | <input type="checkbox"/> --665—Plastics, resins, fiberglass: construction, forming, laminating, molding equipment, accessories and supplies      | <input type="checkbox"/> --803—Sound systems, components and accessories: group intercom, music, public address, etc. |
| <input type="checkbox"/> --540—Lumber and related products  | <input type="checkbox"/> --670—Plumbing equipment, fixtures and supplies   | <input type="checkbox"/> --810—Spraying equipment (except household, nursery plant and paint)                         |
| <input type="checkbox"/> --545—Machinery and hardware, industrial   | <input type="checkbox"/> --680—Police equipment and supplies   | <input type="checkbox"/> --815—Steam and hot water fittings, accessories and supplies                                 |
| <input type="checkbox"/> --550—Markers, plaques, traffic control devices  | <input type="checkbox"/> --690—Power generation equipment, accessories and supplies  | <input type="checkbox"/> --820—Steam and hot water boilers and steam heating equipment                                |
| <input type="checkbox"/> --555—Marking and stenciling devices   | <input type="checkbox"/> --691—Power transmission equipment: electrical, mechanical, air and hydraulic   | <input type="checkbox"/> --825—Stockman equipment and supplies  |
| <input type="checkbox"/> --556—Mass transportation: transit bus   | <input type="checkbox"/> --700—Printing plant equipment and supplies (except paper)  | <input type="checkbox"/> --832—Tape (not data processing, measuring, optical, sewing, sound or video)                 |
| <input type="checkbox"/> --557—Mass transportation: accessories and parts   | <input type="checkbox"/> --710—Prosthetic devices, hearing aids, auditory testing equipment, electronic reading devices, etc.                    | <input type="checkbox"/> --840—Television equipment and accessories   |
| <input type="checkbox"/> --560—Material handling and storage equipment and allied items   | <input type="checkbox"/> --715—Publications and audiovisual materials (prepared materials only: not equipment, supplies or production class 785) | <input type="checkbox"/> --845—Testing apparatus and instruments (not for electrical or electronic measurements)      |
| <input type="checkbox"/> --570—Metals: bars, plates, rods, sheets, strips, structural shapes, tubing and fabricated items                 | <input type="checkbox"/> --720—Pumping equipment and accessories   | <input type="checkbox"/> --855—Theatrical equipment and supplies  |
| <input type="checkbox"/> --578—Miscellaneous products   | <input type="checkbox"/> --725—Radio communication, telephone, telecommunications equipment, accessories and supplies                            | <input type="checkbox"/> --860—Tickets, coupon books, sales books, strip books, etc.                                  |
| <input type="checkbox"/> --600—Office machines, equipment and supplies  | <input type="checkbox"/> --730—Radio communication and telecommunication testing, measuring and analyzing equipment, accessories and supplies    | <input type="checkbox"/> --863—Tires and tubes  |
| <input type="checkbox"/> --605—Office mechanical aids, small machines and apparatuses   | <input type="checkbox"/> --735—Rags, shop towels and wiping towels   | <input type="checkbox"/> --870—Venetian blinds, awnings and shades  |
| <input type="checkbox"/> --610—Office supplies: carbon paper and ribbons (all types)  |  | <input type="checkbox"/> --880—Visual education equipment and supplies (except projection lamps – See class 285)      |
| <input type="checkbox"/> --615—Office supplies: general   |  | <input type="checkbox"/> --883—Voice response systems   |
| <input type="checkbox"/> --620—Office supplies: erasers, inks, leads, pens, pencils, etc.   |  | <input type="checkbox"/> --885—Water and wastewater treating chemicals  |
| <input type="checkbox"/> --630—Paint, protective coatings, varnish, wallpaper and related products  |  |   |

**METROPOLITAN PIER AND EXPOSITION AUTHORITY  
VENDOR REGISTRATION APPLICATION**

**NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING (NIGP) CODES**

---

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> --890—Water supply, groundwater, sewage treatment and related equipment (not for air conditioning, steam laboratory reagent water) | services: agricultural, heavy industrial equipment  | <input type="checkbox"/> --968—Public works and related services  |
| <input type="checkbox"/> --895—Welding equipment and supplies   | <input type="checkbox"/> --931-- Equipment maintenance, reconditioning and repair services: appliance, athletic, cafeteria, furniture, instruments and sewing equipment | <input type="checkbox"/> --971—Real property rental or lease  |
| <input type="checkbox"/> --905—Aircraft operations services   | <input type="checkbox"/> --934-- Equipment maintenance, reconditioning and repair services: laundry, lawn, painting, plumbing and spring equipment                      | <input type="checkbox"/> --975—Rental or lease services of equipment: agricultural, aircraft, automotive, heavy equipment, and marine                               |
| <input type="checkbox"/> --906—Architectural services, professional   | <input type="checkbox"/> --936-- Equipment maintenance, reconditioning and repair services: general equipment   | <input type="checkbox"/> --977—Rental or lease services of equipment: appliances, cafeteria, film, furniture, hardware, musical, sewing, window and floor coverings |
| <input type="checkbox"/> --907—Architectural and engineering services, non-professional   | <input type="checkbox"/> --939-- Equipment maintenance, reconditioning and repair services: office, photographic, radio and television                                  | <input type="checkbox"/> --981—Rental or lease of equipment: general  |
| <input type="checkbox"/> --909—Building construction services, new  | <input type="checkbox"/> --941-- Equipment maintenance, reconditioning and repair services: power generation  | <input type="checkbox"/> --984—Rental or lease services of computers, data processing, and word processing equipment  |
| <input type="checkbox"/> --910—Building maintenance and repair services   | <input type="checkbox"/> --946—Financial services   | <input type="checkbox"/> --985—Rental or lease services of equipment: office, photographic, printing, radio, television and telephone equipment                     |
| <input type="checkbox"/> --912—Construction services, general   | <input type="checkbox"/> --948—Health related services  | <input type="checkbox"/> --990—Security, fire, safety and emergency services  |
| <input type="checkbox"/> --913—Construction services, heavy   | <input type="checkbox"/> --952—Human services   | <input type="checkbox"/> --998—Sale of surplus and obsolete property  |
| <input type="checkbox"/> --914—Construction services, trade (new construction)  | <input type="checkbox"/> --953—Insurance, all types   |   |
| <input type="checkbox"/> --915—Communications and media related services  | <input type="checkbox"/> --954—Laundry and dry cleaning services  |   |
| <input type="checkbox"/> --918—Consulting services  | <input type="checkbox"/> --956—Library services   |   |
| <input type="checkbox"/> --920—Data processing services and software  | <input type="checkbox"/> --958—Management services  |   |
| <input type="checkbox"/> --924—Educational services   | <input type="checkbox"/> --961—Miscellaneous professional services  |   |
| <input type="checkbox"/> --925—Engineering services: professional   | <input type="checkbox"/> --962—Miscellaneous services   |   |
| <input type="checkbox"/> --926—Environmental and ecological services  | <input type="checkbox"/> --965—Printing preparations: etching, photoengraving and preparation of mats, negatives and plates   |   |
| <input type="checkbox"/> --928—Equipment maintenance, reconditioning and repair services: automobiles, trucks, trailers, transit buses and other vehicles   | <input type="checkbox"/> --966—Printing and related services  |   |
| <input type="checkbox"/> --929—Equipment maintenance, reconditioning and repair   |   |   |