

NOTICE OF  
AVAILABILITY: N-2103

For Commercial Jet Ski/PWC Operations

Westrec Marinas  
2-3-2021

# Notice of Availability

## for Commercial Jet Ski/PWC Operations

Issued February 3, 2021

Offered by:

Westrec Marinas, Manager of the Chicago Park District Harbors

1521 S. Linn White Drive, 1<sup>st</sup> Floor South

Chicago, Illinois 60605

(312) 741-3601

Attn: Jay Korn [bids@chicagoharbors.com](mailto:bids@chicagoharbors.com)

**Any questions and/or requests for clarifications must be submitted in writing to Westrec no later than Wednesday, February 17, 2021 at 1:00 p.m. C.S.T.**

**Responses Due: February 24, 2021, 3:00 p.m. C.S.T.**

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## Summary

Dear Applicant,

Westrec Marinas, Manager of the Chicago Park District's 10 harbors, is pleased to provide you with information pertaining to the availability of a Commercial Jet Ski/PWC Operations in several Chicago Harbors.

Westrec Marinas has identified several harbors and spaces in those harbors that are appropriate for commercial jet ski operations. Jet skis, also known as Personal Watercraft (PWC), are a unique form of boating and have numerous advantages and disadvantages. Due to the nature of the watercraft, there is concern about their operations in many of our harbors. We have identified several locations which minimize their disruption to harbor operations and offer advantages for their operations. We believe locating them on docks which not only have currently available stalls, but also are near the harbor entrances that minimize their impact on other boating customers meets these goals.

All questions must be submitted in writing by February 17, 2021 at 1:00 pm. Questions may also be emailed to [bids@chicagoharbors.com](mailto:bids@chicagoharbors.com). Please include the title and number of the NOA with all questions submitted.

If you are interested in the opportunity to operate in the available location, then read carefully, complete the attached "Notice of Availability" application (pages 5 and 6), and submit it to Westrec Marinas no later than 3:00 p.m. on February 24, 2021.

Applications must be submitted to the Chicago Harbors Main Office located at 1521 S. Linn White Drive, 1<sup>st</sup> Floor South, Chicago, IL 60605, either in person or in the drop box or by email to [bids@chicagoharbors.com](mailto:bids@chicagoharbors.com).

After the application deadline, you will be contacted within thirty (30) days regarding the status of your application. The application review and selection process, including the criteria used in reviewing the applications are explained within this packet. For additional information please contact Westrec Marinas at 312-741-3601 or email [bids@chicagoharbors.com](mailto:bids@chicagoharbors.com). Thank you for your interest.

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## General Conditions

Westrec Marinas has identified several harbors and harbor spaces that are appropriate for commercial jet ski/PWC operations.

1. 31<sup>st</sup> Street J Dock
  2. Diversey A Dock
  3. Montrose A Dock
  4. Alternate locations in the above harbors may be proposed.
- Minimum bid amounts are:
    - 31<sup>st</sup> Street K Dock 60-foot stall: \$6000.00 each
    - Diversey A Dock 30-foot stall: \$3000.00 each
    - Montrose A Dock 30-foot stall: \$3000.00 each
  - Applicant may dock the following number of personal watercrafts per stall:
    - 31<sup>st</sup> Street K Dock 60-foot stall: 5
    - Diversey A Dock 30-foot stall: 3
    - Montrose A Dock 30-foot stall: 3
  - Payment for 2021 season will be due as follows:
    - One-third due by April 15, 2021
    - One-third due by June 15, 2021
    - Balance due by August 15, 2021
  - Payments for each subsequent season are due as follows:
    - One-third due by December 15<sup>th</sup> preceding the season.
    - One-third due by February 15<sup>th</sup> preceding the season.
    - Balance due by April 15<sup>th</sup> preceding the season.
  - Commercial activities are allowed from May 1<sup>st</sup> to October 31<sup>st</sup>.
  - Applicant must comply with all Chicago Park District and harbor rules.
  - Applicant must have a Chicago Park District Personal Watercraft Commercial Permit, including any applicable local, state, or federal permits or licenses.
  - Application for the Chicago Park District Commercial Permit may be found at <https://www.chicagoharbors.info/forms>.
  - Commercial Permit fee is for each jet ski/personal watercraft and is not included in bid.
  - Permit and ownership information required for each personal watercraft to be docked in the assigned Chicago Park District stalls.
  - One parking pass included with each stall.
  - Stalls may not be utilized for non-permittee boats, for rent or otherwise sub-leased.
  - Harbor reserves the right to utilize stalls for transient dockage or other purposes when stall is vacant.
  - All spaces are provided in “as-is” condition.
  - Awards and/or permits are non-transferable

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## Submittal

Please provide a submittal package including the documents listed below. Each submittal package must include:

1. A signed Bid Page (Page 5 of this Document) for each harbor you are bidding.
2. A signed Signature Page (Page 6 of this document)
3. Description of Bidder including past experience, business plan, and any other information the bidder believes is relevant.

Each submittal package must be submitted to the Chicago Harbors Main Office located at 1521 S. Linn White Drive, 1<sup>st</sup> Floor South, Chicago, IL 60605, either in person or in the drop box or by email to [bids@chicagoharbors.com](mailto:bids@chicagoharbors.com) no later than 3:00 p.m. on February 24, 2021.

Bidder is solely responsible for delivery by due date and time.

## Selection

The selection process will involve four steps.

1. A staff committee will review all submittals and determine submittals to advance to the semi-finals for interviews.
2. The Committee may decide to interview the semi-finalists. The interviews will provide an opportunity for the parties to share detailed information about proposed information and the experience of the bidder.
3. The staff will review the preliminary proposals and recommend selected bidders to the Chicago Park District.
4. If approved by the Chicago Park District, the Chicago Harbors staff will enter into contracts with the selected bidders.

Selection will be based on the revenue to the Chicago Park District, bidder's business plan, experience and any other criteria determined to be applicable by the staff.

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## Bid Page

*Please provide a separate copy for each location and/or proposal*

Applicant: \_\_\_\_\_  
(Print or Type Name of Company/Firm)

Name and Title: \_\_\_\_\_  
(Print or Type Name and Title of President or Authorized Office/Representative)

Signature: \_\_\_\_\_  
(Written Signature of President or Authorized Office/Representative)

Location: \_\_\_\_\_

### Bid Amounts:

| <b>Year</b>     | <b>Number of Stalls</b> |                | <b>Bid per Stall per Season</b> |
|-----------------|-------------------------|----------------|---------------------------------|
|                 | <b>Minimum</b>          | <b>Maximum</b> |                                 |
| 2021            | _____                   | _____          | _____                           |
| 2022            | _____                   | _____          | _____                           |
| 2023            | _____                   | _____          | _____                           |
| 2024 (optional) | _____                   | _____          | _____                           |

Additional Financial Offers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## Signature

If someone other than the President of the company signs, submit a copy of the company's by-laws, a resolution, or power of attorney demonstrating that person's authority to bind the company contractually.

I, (typed or printed name of person signing below), do solemnly swear (or affirm) that I have read and understood the contents of this application and to the best of my knowledge, information and belief, the facts and representations set forth in this application are true and correct and no material facts have been omitted.

**Criminal Code:** By signing this document, the applicant hereby certifies that they are not barred from submitting an application for this NOA as a result of engaging in or being convicted of: (a) bid-rigging in violation of Section 3; or (b) bid rotating in violation of Section 4, of the Illinois Criminal Code of 1971, as amended (720 ILCS, 5/33E-3 and 4), or any similar offenses of any state of the United States. An applicant who makes a false statement material to this certification commits a Class 3 felony.

**Debts, Debarment, and Suspension:** The applicant hereby certifies that they do not owe any debts to the City of Chicago or CPD. The applicant further certifies that they are neither debarred nor suspended from doing business with the CPD.

**Anti-Collusion:** The applicant hereby certifies the application was not made in the interest of or on behalf of any undisclosed person, partnership, company collusive or sham, and they have not been a party to any agreement or collusion among applicants or prospective applicants in restraint of freedom of competition by agreement to propose a fixed price, or otherwise, or to refrain from proposing, and has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of the CPD or of any applicant or anyone else interested in the proposed NOA.

**Tax Delinquencies:** The applicant hereby certifies that they will comply with all applicable conditions of Section 65 ILCS 5/11-42.1-1 of the Illinois Municipal Code and Illinois Department of Revenue 65 ILCS 5/11-UZ 1-1 (1992) concerning delinquent taxes and certifies that it is not delinquent on any such tax.

Applicant: \_\_\_\_\_  
(Print or Type Name of Company/Firm)

Name and Title: \_\_\_\_\_  
(Print or Type Name and Title of President or Authorized Office/Representative)

Signature: \_\_\_\_\_  
(Written Signature of President or Authorized Office/Representative)

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone No: \_\_\_\_\_