

NOTICE OF AVAILABILITY: N-2401

For Commercial Docking at Ping Tom Park and Montgomery
Ward Park

Westrec SMI
2/15/24

Notice of Availability

for Commercial Docking for Ping Tom Park
and Montgomery Ward Park

Issued February 2024

Offered by

Westrec SMI, Manager of the Chicago Park District Harbors

1521 S. Linn White Dr.

Chicago, Illinois 60605

(312) 741-3601

Attn: Kim Vatch kvatch@chicagoharbors.com

Questions Due: March 5, 2024 at 4:00 pm

Responses Due: March 20, 2024 at 1:00 pm

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Summary

Dear Applicant,

Westrec SMI, Manager of the Chicago Park District's 10 harbors, is pleased to provide you with information pertaining to the available commercial docking and mooring spaces for the 2024 boating season. If you are interested in the opportunity to operate in the available locations, then read carefully, complete the attached "Notice of Availability" application and submit it to Westrec SMI no later than 1:00 p.m. on Friday, March 20, 2024.

Applications must be submitted to Westrec SMI, 1521 S. Linn White Dr, Chicago, IL 60605.

If you have questions or require additional information regarding the Notice of Availability please email bids@chicagoharbors.com. All questions must be submitted in writing by March 5, 2024 at 4:00 p.m.

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. Thank you for your interest.

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General Conditions

Westrec SMI has identified 2 locations for commercial boating activities. Some of the approved uses are:

- Water taxi
- Boat Tour Services

For each possible area, there is a description and a set of approved uses. Please submit a form for each site you choose to bid on.

- Alternate uses will be considered.
- Commercial docking activities are allowed from May 1st to October 31st. For extended times please submit recommendations in the comments section of submittal package.
- Please also submit any upgrades you believe should be made to the area.
- Applicant must comply with all CPD and harbor rules.
- Applicant must have any applicable local, state or federal permits or licenses.
- All locations are provided in “as-is” condition.
- Any tenant improvements must have prior written approval from Westrec SMI
- No overnight usage allowed unless otherwise noted
- Awards and/or permits are non-transferable

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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 will 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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Submittal

Please provide a separate submittal package for each Space you are bidding on. Each submittal package must include:

1. A signed Bid Page (Page 6 of this Document)
2. A signed Signature Page (Page 7 of this document)
3. Description of Bidder including past experience, business plan, or any other information the bidder believes is relevant.

Each submittal package should be in a separate sealed envelope and must be received at the Westrec SMI Offices at 1521 S. Linn White Drive, Chicago, IL 60605 no later than 1:00 p.m. on March 20, 2024. Emailed bids to bids@chicagoharbors.com will also be accepted. Bidder is solely responsible for delivery by due date and time.

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Bid Page

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)

Space: _____

Bid Amount: _____

Additional Financial Offers: _____

Comments _____

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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 CPA 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 CPO. The applicant further certifies that they are neither debarred nor suspended from doing business with the CPO.

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 CPO or of any applicant or anyone else interested in the proposed CPA.

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: _____

Telephone No: _____

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Space Designations

Designation	Location Description	Length*	Uses	Minimum Fee Per year	Notes
R-02	Ping Tom Park	70 Feet	Water Taxi/Boat Tour	\$10,000.00	No overnight usage Allowed
Q-03	Montgomery Ward Park	70 Feet	Water Taxi/Boat Tour	\$10,000.00	No overnight usage Allowed

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Map



Figure 1 - for reference only

MAP



Figure 2 - for reference only