

# NOTICE OF AVAILABILITY: N-1901

For Commercial Docking and Mooring in the Chicago Harbors

Westrec Marinas  
1-15-2019

## Notice of Availability

for Commercial Docking and Mooring in the  
Chicago Harbors

Issued January 15, 2019

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: Kim Vatch [kvatch@chicagoharbors.com](mailto:kvatch@chicagoharbors.com)

Pre-Submittal Meeting: January 23, 2019, 1:00 p.m. C.S.T.

**Any questions and/or requests for clarifications must be submitted in writing to  
Westrec no later than Friday, January 25, 2019 at 10:00AM. C.S.T.**

**Responses Due: February 13, 2019, 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 available commercial docking and mooring spaces for the 2019 boating season. If you are interested in the opportunity to operate in one of the available locations, then read carefully, complete the attached "Notice of Availability" application and submit it to Westrec Marinas no later than 3:00 p.m. on Wednesday, February 13, 2019.

Applications must be submitted to Westrec Marinas, 1521 S. Linn White Drive, 1<sup>st</sup> Floor South, Chicago, IL 60605.

There will be a pre-submittal meeting on Wednesday, January 23, 2019 at 1:00 PM in the Conference Room at Chicago Harbors. This meeting is not mandatory, but encouraged, especially if you have questions or require additional information regarding the Notice of Availability. After the application deadline, you will be contacted within twenty (20) 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 [kvatch@chicagoharbors.com](mailto:kvatch@chicagoharbors.com). Thank you for your interest.

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## General Conditions

Westrec Marinas has identified several spaces for commercial boating activities in the harbors. Some of the approved uses are:

- Party boat charters
- Tour boat charters
- Boat rentals
- Kayak rentals and tours
- Water taxi
- Floating Restaurants

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

- The limit for spaces any one operator may bid on is 5.
- Alternate uses will be considered.
- Commercial docking activities are allowed from May 1<sup>st</sup> to October 31<sup>st</sup>.
- Applicant must comply with all CPD and harbor rules.
- Applicant must have a Chicago Park District Commercial Permit, including any applicable local, state or federal permits or licenses.
- All spaces are provided in “as-is” condition.
- Any tenant improvements must have prior written approval from Westrec Marinas
- 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 submittal package including the documents listed below. Each submittal package must include:

1. A signed Bid Page for each space you are bidding on (Page 6 of this Document)
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 should be in a sealed envelope and must be received at the Westrec Marinas Offices at 1521 S. Linn White Drive, 1<sup>st</sup> Floor South, Chicago, IL 60605 no later than 3:00 p.m. on February 13, 2019. 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 Designation: \_\_\_\_\_  
(as listed on Page 9 –  
list only one per page)

Bid Amount: \_\_\_\_\_

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: \_\_\_\_\_

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



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### Space Designations

Designation	Location Description	Length*	Uses	Minimum Fee	Notes
G-01	Monroe Harbor: Behind (East of) Columbia Yacht Club Ship	100 Feet	Party Boat / Restaurant	\$40,000.00	Overnight Usage Allowed
G-11	Monroe Harbor: Charter Wall	40 Feet	Various	\$1,500.00	Previously Harbor Space GCW001A
X-01	Various	TBD	Various	\$1,500.00	Proposals for other locations in Monroe Harbor or other Chicago Harbors

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## Map



Figure 1 - for reference only