



CHICAGO PARK DISTRICT

2024 CONCESSION OPPORTUNITIES

NOTICE OF AVAILABILITY AND APPLICATION

Opportunities to extend your business outdoors.

Key Dates:

Pre-submittal meetings (VIRTUAL)----- Monday, October 30, 2023 at 1pm
(Or)----- Wednesday, November 1, 2023 at 6pm
Application Due Date ----- 3:00 PM on November 21, 2023
Recommendation of Award----- February 2024 Timeframe
Concession operations ready for 2024 concession season ----- Memorial Day Weekend 2024

** The schedule is subject to change.*



UCG Associates, Inc.
p. 312.988.3360
parkconcessions@unison-ucg.com
<https://parkconcessions.com>

**CHICAGO PARK DISTRICT
2024 NOTICE OF AVAILABILITY - CONCESSION OPPORTUNITIES**



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CONCESSION PROGRAM OVERVIEW

GOAL OF THE CHICAGO PARK DISTRICT CONCESSION PROGRAM

"The goal of the concessions program is to provide the highest possible quality and variety of foods, commodities and services that will enhance the use of the parks and provide comfort and convenience to patrons at reasonable prices while assuring reasonable revenue to the Park District, and consistency of the concessions with current and future Park District plans for recreation, operations and other activities on Park District property." (Code of the Chicago Park District, Chapter IX)

DESCRIPTION OF THE CONCESSION PROGRAM

There are approximately 200 concessionaires throughout the Chicago Park District ("Park District"). These concessionaires vary by their location, type of operation, and sales opportunity. The concessionaires can be classified as either food and beverage, retail, or services and rentals. Concessions include small operations from carts and kiosks, to full-service concessions with gross sales from thousands to millions of dollars. The Park District welcomes traditional park concessions and encourages new experiential concepts that can create a destination location for consumers and increase the amount of time spent in the parks.

Food and beverage operations range from fine dining restaurants, cafés, and grab-n-go operators. The Park District is open to creative concession concepts and there is a range of possibilities from cooking on site, selling pre-packaged food, or selling non-cooked products. Service concessionaires have varied from bike rental and maintenance services, Segway rentals, massage services, rental of beach chairs and umbrellas. Water equipment rentals have varied from rental of jet skis, rental of kayaks, and rental of stand-up paddle boards.

Concessionaires use a variety of facilities for operations including Park District buildings and other temporary facilities supplied by the concessionaire, such as trailers, kiosks, containers, carts, etc.

Concessionaires may operate year-round, but are expected to operate minimally for the concession season which runs from the Friday before Memorial Day through Labor Day; and generally, are expected to be open Monday through Sunday and during hours in which parks are open between 6:00 a.m. to 11:00 p.m. However, concessionaires may be allowed to extend their operating season as well as operate year-round.

The following Exhibits located at the end of this document provides additional information about available locations:

Exhibit 2 - Available Locations

Exhibit 3 - Focus Community Area Parks

Exhibit 4 - Park Map by Region

UCG ASSOCIATES, INC.

UCG Associates, Inc. ("UCG") is the concession manager for the Park District. We manage the day-to-day operations of the concession program and are advertising this application for Park District concession. In addition to day-to-day oversight for concessions, we will perform review of the submitted applications, make recommendations of award, negotiate the Concession Permit Agreements, and provide guidance for the concession start up.

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PARK DISTRICT PROGRAMS

FOCUS COMMUNITY AREA PROGRAM

The Focus Community Area Program is a Park District pilot program aimed to stimulate business activity and provide amenities in selected parks located in the central/west and south regions of the city. This program reduces or eliminates some fees and costs in an effort to encourage the operation of businesses in these parks and to create opportunity to more people. Please refer to Frequently Asked Questions (Exhibit 1 – Question 4) for more information on fee reductions under this pilot program. A list of qualifying parks can be found in Exhibit 3 of this application document.

GOOD FOOD PURCHASING PROGRAM

The Park District prioritizes Good Food purchasing practices within its direct food service programs, which includes the concession program. By incorporating Good Food practices into the concession program, it will make Good Food more widely available, promote healthier eating habits, support local economies, and create better-paying jobs. The Good Food Purchasing Program and its guiding document, the Good Food Purchasing Standards (“Standards”) emphasizes five values:

- Local Economies
- Environmental Sustainability
- Valued Workforce
- Animal Welfare
- Nutrition

The Park District began a program in 2017 to incorporate Good Food Purchasing practices into the concession program. During the 2024 concession season, the Park District will be conducting an implementation of the Standards with those concessionaires who choose to volunteer to incorporate them into their operation. This will allow us to gather information in order to make an informed decision regarding deploying the Standards to all concessionaires in the future. The program involves individual concessionaires tracking their food purchases which will allow us to observe the successes and challenges of the Standards in small business and/or seasonal operations, as well as set a baseline for minimum purchases in each Good Food Purchasing category for the future.

Please indicate any interest to participate in the 2024 Good Food Purchasing program in the appropriate section in this application. Participation in the Good Food Purchasing program is not required nor will the applications of those who indicate a willingness to participate in this program be given additional consideration.

Additional details regarding this program can be found at: <https://goodfoodcities.org/>

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SUSTAINABLE PRODUCTS

The Park District is a recreation agency and a conservation organization. In our parks, single use plastic products cause litter and can wind up in Lake Michigan, impacting our largest source of freshwater. These single-use plastics can't be recycled, and once in the environment, they never disappear. As such, we are taking steps to reduce and remove the use of these products:

- Single use plastics products include, but are not limited to, plastic bags, straws, cups, plates, clamshells and other like containers, and flatware (i.e., forks, spoons, knives).
- Single use plastic products are not allowed. Polystyrene (“Styrofoam”) products are not allowed.

Instead, concessionaires may use reusable, paper, metal, glass (glass is prohibited on beaches and may be prohibited in other parks), biodegradable, compostable, or plant-based products.

While we understand concessions are required to use Coca Cola products in plastic bottles, use of reusable, paper, metal, glass, biodegradable, compostable, or plant-based containers are preferred when available.

ANTICIPATED SCHEDULE

Pre-submittal meeting (VIRTUAL) ----- Monday, October 30, 2023 at 1pm
(Or)----- Wednesday, November 1, 2023 at 6pm
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APPLICATION SUBMITTAL

All applications are to be submitted online by going to www.parkconcessions.com, clicking on “NOA Application”, clicking on “Online Application”.

A PDF copy is available for download, if you prefer to complete the application and review your responses before submitting online.

All applications must be submitted ONLINE, no later than 3:00 p.m. on Tuesday, November 21, 2023 .

The applicant is responsible for ensuring that their application is received by UCG by the due date and time. Acknowledgement of application receipt will be sent to the sender’s email address within 24-hours. If an acknowledgement is not received, please feel free to verify the receipt of your application or to ask questions by writing to stephaniehatch@unison-ucg.com.

Submitting an application does not guarantee that the applicant will be recommended for award. Additionally, submitting an application does not grant you authorization to operate a concession on Park District property.

After the application deadline, applicants will be contacted within ninety (90) days regarding the status of their application or any request for additional information. The application review and selection process, including the criteria used in reviewing the applications are explained within this packet.

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PRE-SUBMITTAL MEETING

There will be two virtual pre-submittal meetings. Each meeting will provide the same content. A recorded version of the meetings will be posted on our website after the meeting.

**Times: 1pm – 2pm am CST – Monday, October 30, 2023
or 6pm – 7pm am CST - Wednesday, November 1, 2023**

This meeting is not mandatory, but encouraged, especially if you have questions or require additional information regarding the Notice of Availability or the Park District’s concession program.

Join Zoom Meeting

Topic: Chicago Park District Concession Pre-Submittal Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/81767853181?pwd=V3pFcnlwRnRQU2dFM0szK1Bid2ZYz09>

Meeting ID: 817 6785 3181

Passcode: 991064

One tap mobile

+13126266799,,81767853181#,,,,*991064# US (Chicago)

+13092053325,,81767853181#,,,,*991064# US

Dial by your location

- +1 312 626 6799 US (Chicago)
- +1 309 205 3325 US

Meeting ID: 817 6785 3181

Passcode: 991064

Find your local number: <https://us02web.zoom.us/j/81767853181?pwd=V3pFcnlwRnRQU2dFM0szK1Bid2ZYz09>

APPLICATION REVIEW PROCESS AND CRITERIA

REVIEW PROCESS

1. Applications received by the application due date and time will be reviewed by UCG. Any application received after the due date and time may be considered on an “as needed” basis. UCG will contact the applicant within 90 days with the application status.
2. Submitting an application does not guarantee that the applicant will be recommended for award.
3. UCG will initially review all applications for completeness and any incomplete application may be removed from consideration.

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4. UCG will process and review complete applications according to the “Application Review Criteria” in the following section. As part of its review, UCG may at any point during the review process (i) request additional information from the applicant(s), (ii) seek clarification regarding any part of the application, (iii) conduct an interview(s) with the applicant(s), (iv) visit the applicant’s work place, (v) request samples, (vi) request the applicant(s) revise any part of their application, and/or (vii) any combination of these items.
5. UCG will discuss and negotiate business terms with the applicant(s) during the application review process.
6. The Park District may be informed and consulted throughout the review process.
7. Upon conclusion of the review process, UCG will present its recommendations for awards to the Chicago Park District for their approval.
8. Once the Park District reviews UCG’s recommendations, Concession Permit Agreements (“CPA”) will be negotiated and executed with each awardee by UCG.

REVIEW CRITERIA

Pursuant to Chapter IX of the Code of the Chicago Park District, criteria of the application review include, but are not limited to the following:

1. The qualifications of the Applicant, including the Applicant’s:
 - Professional Qualifications
 - Skills
 - Experience
 - Past Performance
 - Financial Ability(e.g., credit references, credit and background check, payment history, and financial capacity).
2. The quality, including the creative and innovative nature of the proposed concession.
3. Proposed product mix/offerings and innovative ideas on improvement of concession concept.
4. Proposed build out, cart, kiosk, or trailer design concept.
5. Impact on revenue to be received by the Park District from the proposed concession.
6. Extent to which the proposed concession would not interfere with, but would enhance park recreation activities.
7. Extent to which the proposed concession is consistent with the historic and aesthetic nature and planned uses of the proposed location.
8. Extent to which the proposed concession is consistent with the goals of the concession program and plan.
9. Extent to which the proposed concession adds to the diversity of the Park District concession activities.
10. Extent to which the proposed concession is environmentally conscious and uses sustainable methods and operations.
11. The Applicant’s willingness to make a good faith effort to encourage the participation of Minority Owned Business Enterprises and Women Owned Business Enterprises with the proposed concession.
12. Any other factor that the Park District or its designee may deem relevant.

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**THIS FORM IS INFORMATIONAL ONLY. ALL APPLICATIONS MUST BE SUBMITTED ONLINE AT:
<https://parkconcessions.com/>**

CONCESSIONS APPLICATION FORM

INSTRUCTIONS: Please carefully read and complete this application in its entirety. Incomplete applications may not be processed. Should a section of the application not apply, please indicate with a response of "N/A".

APPLICANT INFORMATION

Name:		Federal Tax ID Number (if applicable):	
Business Name:		Website:	
Preferred Mailing Address:		Unit, Suite, etc.	
City	State:	Zip:	
Mobil Phone:	Other Phone:	Email:	

Are you a Minority Owned Business Enterprise (MBE) or Women Owned Business Enterprise (WBE)?

MBE

WBE

THIS SECTION IS OPTIONAL

This section and information are for statistical purposes only. The primary applicant is requested to supply the following data regarding themselves and their businesses. These questions are strictly voluntary and not required. Answers will have no effect on the consideration of your application; applicants may select all that apply.

Ethnicity

African American

Native American

Asian American

Subcontinent Asian American

Hispanic American

Non-Minority

BUSINESS ORGANIZATION

Sole Proprietor or Individual

Partnership

Limited Liability Company (LLC)

Corporation

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LIST ALL OWNERS (If different from applicant)			
NAME / ADDRESS	CONTACT INFORMATION	TITLE	% OWNERSHIP
Name: Street: City: State: Zip:	Cell: Other: Email:		
Name: Street: City: State: Zip:	Cell: Other: Email:		

Does the principal owner or partners have an ownership interest in any business located in Chicago or Cook County?		
Location Name & Address	Detail the nature and extent of your interests.	Synergies and/or conflicts that may arise out of your involvement in these ventures?

If applicant has operated a concession on Chicago Park District Property, complete the following:			
Year(s)	Park Location	Sales	Amount Paid to CPD

Has applicant ever terminated a concession contract, lease, or other operating agreement? Has applicant ever filed for bankruptcy? Provide details surrounding any of these events

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PROPOSED CONCESSION

TYPE OF CONCESSION

Food & Beverage	Retail	Rental	Recreation	Other (describe):
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List the main products or services you propose to offer. Attach a proposed menu if available.

Product / Service Name	Average Price

PARK LOCATION AND CONCESSION UNIT

Park Name & Street Address <small>(Order by first to last choice)</small>	Type of Concession Unit	Age of the Unit	How will you acquire the unit?	Required Utilities	Why is your business a "good fit" for this park?
1st:	Cart Truck Trailer Tent CPD Building Shipping Container Other (Describe)		Own Lease New Purchase Borrow	Electricity Water Gas Sewer Other (describe)	
2nd:	Cart Truck Trailer Tent CPD Building Shipping Container Other (Describe)		Own Lease New Purchase Borrow	Electricity Water Gas Sewer Other (describe)	
3rd:	Cart Truck Trailer Tent CPD Building Shipping Container Other (Describe)		Own Lease New Purchase Borrow	Electricity Water Gas Sewer Other (describe)	

Please attach pictures of the specific concession unit(s)

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MONTHS YOUR CONCESSION WILL OPERATE			
Month	Check	Month	Check
January		July	
February		August	
March		September	
April		October	
May		November	
June		December	

HOURS YOUR CONCESSION WILL OPERATE		
Day	Opening Time	Closing Time
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

KEY PERSONNEL		
Employee Name	Position	Describe this employee's experience working in similar types of concessions (please include number of years of experience).

You may, at your option, attach a resume of Key Personnel.

Describe relevant experience applicant has in regards to the proposed concession operations (please include number of years of experience).

Describe any proposed investment and plans, if any, to improve infrastructure.

Describe any plans you might have in regard to marketing and promoting your business.

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PERSONAL REFERENCES

Type your response below. Document(s) with this information may be attached.

NAME	ADDRESS	PHONE NUMBER	E-MAIL

OTHER INFORMATION

Are you interested in participating in the Good Food Purchasing Program?

Yes	No
-----	----

Please tell us how you heard about this Notice of Availability application (Check all appropriate responses below.)

Chicago Sun Times	Chicago Tribune	Food Industry News
Chicago Park District Main Office	Chicago Park District Fieldhouse Notice	Chicago Park District Website
Current/Former Concessionaire	Friend or Family Member	Park Concessions Website
Internet Search		

SIGNATURE

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

PLEASE SIGN BELOW:

PRINTED NAME

TITLE

SIGNATURE

DATE

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EXHIBIT 1 - FREQUENTLY ASKED QUESTIONS

Following are the most frequently asked questions relating to the Park District Concession Program (“Program”). These answers do not complete the scope of requirements for the Program, nor do they replace or take precedent over the operating requirements outlined in this Notice of Availability package.

1. What if I would like to operate a concession from a location that is not included in the list of available locations for 2024? Or, what if I have an idea for a location included in the list of available locations for 2024 that’s not identified as the designated use for the location?

ANSWER: UCG and the Park District are open to considering any idea. Accordingly, complete and submit the application enclosed in this Notice of Availability package. Note, submitting an application does not guarantee that the applicant will be recommended for award and does not grant you authorization to operate a concession on Park District property.

2. Can I submit my application for more than one location?

ANSWER: Yes, you may submit your application for more than one location. The first query in the “Proposed Operations” section of the application asks you to identify the parks where you propose to operate in your order of preference. Note, identifying more than one location doesn’t guarantee that you’ll be recommended for award for any of the locations you’re interested in operating and does not grant you authorization to operate a concession on Park District property.

3. What if I don’t have a specific park in mind for my proposed concession operation?

ANSWER: Submit your application, and for the first query in the “Proposed Operations” section of the application, instead of indicating a specific park or parks where you would like to operate your concession, indicate the area or areas of the city where you would like to operate your concession. Note, submitting an application does not guarantee that the applicant will be recommended for award and does not grant you authorization to operate a concession on Park District property.

4. What are the fees and costs to operate a concession?

ANSWER: Any fee amount is an estimate, and at a minimum, you will pay for:

Base Rent Fee	The annual fee paid by the concessionaire to the Park District. This fee will vary by location and type of concession operation. Operators in Focus Community Area Parks will be assigned a base fee that is 50% less than a standard base for their location. See Exhibit 3 For a list of Focus Community area Parks.
Revenue Share Percentage Fee	In some cases, a percentage of sales may be charged annually either instead of or in addition to the Base Rent Fee.
License Fee	At a minimum, \$150.00 (\$100.00 for non-food concessions) paid annually, and it can increase by location. This fee is eliminated for operators in Focus Community Area Parks.

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Performance Deposit Fee	Security deposit may be required for applicants awarded a location. This fee is eliminated for Focus Community Area Parks.
Food Sanitation Inspection	\$75.00 to \$150.00 depending on the type and size of the concession location.
Utility Fee	In most cases will range from \$50-\$800 depending on the amount of waste disposal, water, and electricity consumed by an operator at their location. This fee is eliminated in Focus Community Area parks.
Insurance	Minimum liability policy limit shall be, but not limited to, \$1,000,000 per occurrence and \$2,000,000 in the aggregate. You will be required to name the Chicago Park District and UCG Associates, Inc. as additional insured on a primary and non- contributory basis. (Note: It is recommended to shop around; many companies quote a minimum rate of approximately \$750.00 for an annual policy). You are responsible for maintaining and keeping the insurance current.
Registration fees for a Foodservice Sanitation Class	Approximately \$320.00/person
Re-Key Fee	There is a \$150.00 fee for a new concessionaire operating at a permanent location to re-key the locks to the concession facility.
Operating Expenses	The concessionaire is responsible for paying all of its operating expenses including, but not limited to, (i) all season start up and take down costs such as the purchase, delivery and installation of the concession facility (e.g. cart, trailer, or kiosk), (ii) cost of goods sold (iii) general maintenance and repairs to the concession facility, (iv) signage, (v) any landscaping, (vi) costs associated with employees (e.g. wages, benefits, uniforms), (vii) custodial, (viii) FF&E (furniture, fixtures & equipment), (ix) utilities (e.g. power, water, sewer, garbage pickup and recycling), (x) all costs associated with deliveries to the concession facility, (xi) all taxes, (xii) getting and maintaining all licenses, permits, and certifications necessary to operate the concession, and (xiii) parking.

5. What’s the concession season and operating schedule for a concession?

ANSWER: Generally, the Park District concession season is the Friday before Memorial Day to Labor Day, and at a minimum, the concessionaire must operate during this period. Further, the concessionaire can operate for a longer period of time or year-round with the approval of UCG.

The guideline regarding operating the concession is Monday – Sunday during hours that the park is open, 6:00 a.m. to – 11:00 p.m., with the concessionaire deciding when to operate during those hours. Operating hours are to be determined in advance and approved by UCG and posted publicly at the facility.

6. When can I start purchasing the furniture, fixtures and equipment (FF&E) and anything else that I need for my concession?

ANSWER: Remember that submitting an application does not guarantee the recommendation for award. Also, submitting an application does not grant authorization to operate a concession on Park District property.

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Accordingly, we strongly urge applicants NOT to spend any money relating to the Concession Program until executing a Concession Permit Agreement. We do however encourage you to begin research on all startup costs and where to acquire a concession unit if necessary. However, any money spent before executing a Concession Permit Agreement will be at the applicant's own risk.

7. What if I execute a Concession Permit Agreement, start my preparation to get ready by the opening date of the 2024 concession season, and at some point, during that process begin to encounter delays that might impact my ability to be open by the first day of the concession season?

ANSWER: UCG will work with the concessionaires to get ready and be open on the first day of the 2024 concession season. If it's clear the concessionaire won't be ready for the opening day of the concession season, then UCG will work with the concessionaire to see if a temporary/scaled down presence is possible, to whatever degree, as of the opening day of concession season, as a stopgap measure until the full operation is ready. If a temporary/scaled down presence for the opening day of the concession season is not possible, the concessionaire must have the concession ready and open as soon as possible. Note, your obligations in the Concession Permit Agreement, including paying any fees to the Park District, survive any delay.

8. If my concession involves the sale of food and beverages, what are the health and sanitation requirements?

ANSWER: The concessionaire must take all steps to ensure that all food and beverages are stored, prepared, and sold in compliance with all applicable food, food safety, and any other applicable law(s). Further, each concession must have at least two (2) persons certified with the City of Chicago Department of Health as a Food Service Manager and must have available for review a copy of the Food Service Manager Certificate. Cost of certification classes and certification itself are the responsibility of the concessionaire. The City Colleges of Chicago, the Illinois Restaurant Association, and the Bio Test Lab Office offers these classes. UCG may also be familiar with and willing to recommend private companies that offer this Food Services Sanitation Course. Additionally, all concessions must also pass a health inspection conducted by UCG. The Park District may conduct health inspections during the season and the concession must also pass these inspections. Concessions with a liquor license may be subject to City of Chicago Department of Health inspections.

9. What are the requirements to sell liquor?

ANSWER: The City of Chicago's Lakefront Liquor Ordinance (LLO) specifies park locations on the lakefront where liquor can be served. Approval to serve liquor at a park that is not on the lakefront can be granted by the Chicago Park District. The vendor must apply for and receive a City of Chicago liquor license to sell liquor at an approved location. Lakefront and non-lakefront park locations will require a letter of approval from the Chicago Park District in order to apply for a City of Chicago Liquor License.

10. What licenses, certifications, and permits are required to operate a concession?

ANSWER: To operate a concession in the Park District, the concessionaire must have a Concession Permit Agreement with the Park District and display the assigned decal in a prominent location viewable by the public. Additionally, the concessionaire must pay for and have all local, state, and federal licenses, certifications, and permits required to operate their concession. If the concessionaire is going to undertake any capital improvement, then the concessionaire must obtain a Park District Access Permit and any other required permit prior to beginning the work. Note: The process takes a minimum of 6 months from the date you submit a complete Access Permit application. The concessionaire is responsible for keeping all licenses, permits and certifications current. A City of Chicago Peddler's License DOES NOT allow operations in the parks; a Concession

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Permit Agreement with the Park District is required. If the concession involves the sale of food and/or beverages, please see question 8 for additional information.

11. Am I responsible for maintenance and repairs to my concession facility?

ANSWER: Yes, concessionaires are responsible for general maintenance and repairs to their concession facility and paying all associated costs and fees. Concessionaires will keep their concession facility, appurtenances, FF&E, and the area around their concession facility in a sanitary and safe condition and in good working order at all times. The concessionaire's general maintenance and repair responsibilities include, but are not limited to: all FF&E; roof; ceilings; interior and exterior walls; entrances; signs; interior decorations; floor and floor coverings; security system, if applicable; wall coverings; exterior and interior doors (including overhead doors and window coverings); keys and locks; plumbing fixtures; hot water heaters; light fixtures and bulbs; fire extinguishers and fire protection systems; HVAC; water and sewer lines including the sewer lines exclusively serving the concession facility and equipment including meters and switches; and electrical, gas, sprinkler systems, and equipment which serves the concession facility exclusively whether located inside or outside the concession facility. Lastly, the general maintenance and repair responsibilities may vary according to the type of concession facility.

Base fee modifications and/or longer-term agreements could be awarded to concessionaires taking on significant building repairs or capital projects. Any repairs to be performed by the concessionaire will be reviewed and approved by UCG prior to beginning the work. Further, the concessionaire may be required to reimburse the Park District for any costs incurred regarding general maintenance or repair work.

12. Am I responsible for custodial services at my concession facility?

ANSWER: Yes, concessionaires are responsible for custodial services and their concession facility and paying all associated costs and fees. Concessionaires will keep their concession facility (interior and exterior), appurtenances, FF&E, and the area around their concession facility in a clean, sanitary, and inviting condition at all times. Custodial responsibilities include, but are not limited to: cleanliness, including power washing; garbage collection/hauling, and recycling; graffiti removal; pest control; restrooms, if applicable, including supplying paper products and soap; window and glass cleaning, if applicable; and any landscaping. The exact boundaries of the concessionaire custodial responsibilities will be determined during negotiations of the Concession Permit Agreement.

13. Can I undertake capital improvements?

ANSWER: The concessionaire cannot begin any capital improvement work without the prior approval of the Park District and the Park District issuing an Access Permit for the work. As part of its review of the capital improvement(s) request, the Park District will need to see full and complete details (e.g., description of the capital improvement, drawings, etc.) of the capital improvement(s) before they give their approval. Additionally, the concessionaire is responsible for getting any and all permits that may be required. Also, the concessionaire is responsible for all costs, direct and indirect, associated with the capital improvement(s). Note: The process takes a minimum of 6 months from the date you submit a complete Access Permit application.

14. Where can I get a cart, trailer, or kiosk?

ANSWER: You are responsible for finding and securing your own concession cart, trailer or kiosk which meets the design guidelines of the Park District, and UCG is available to guide you through the process of procuring this

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concession facility. UCG will request a sample photo or drawing of your proposed concession facility. Please note that the concession cart, trailer or kiosk must be approved by the Park District.

15. Does the Park District have any agreements that may impact my concession?

ANSWER: The Park District has sponsorship agreements with other parties for the exclusive use of products and purchasing guidelines of these products. All concessionaires, where applicable, will be required to make their purchases directly from these sponsors. Currently, the Park District has sponsorship agreements for all nonalcoholic beverages, hot dogs and ice cream. In addition to the products, these agreements can also require use of the sponsor's equipment and display/signage. The Park District reserves the right to enter into additional sponsorship agreements at any time. If the applicant is recommended for an award, then the details of all official sponsorship agreements shall be provided during the negotiation of your Concession Permit Agreement and may be added/changed at any time. As noted in the Concession Permit Agreement, the sale of products that compete with or are in conflict with the official Park District sponsors products, will not be allowed and can result in termination of Concession Permit Agreement.

16. To what extent am I required to use environmentally sustainable operations and methods?

ANSWER: The Park District is committed to being a good steward of the environment, and within its own operations they employ green practices and operations from energy efficiency to green cleaning products.

In addition to the SUSTAINABLE PRODUCTS section above (page 4), all concessionaires operating in parks and along the lakefront are expected to do their best not to negatively impact the area where they are operating and use sustainable methods in the concession operation. This may be through litter and waste control and recycling of materials such as glass, metal, paper or plastic. It also means using products that are not harmful to the environment such as paper or plastic products with recycled content, green cleaning supplies, locally sourced food, or reducing emissions from generators or vehicles. Note that polystyrene and single use plastics are not allowed. Further note that recycling is required.

17. What are the COVID-19 protocols for Park District Concessions?

ANSWER: The guidelines and resources for COVID-19 can be found at the address below:

<https://www.chicago.gov/city/en/sites/covid-19/home.html>

CHICAGO PARK DISTRICT 2024 NOTICE OF AVAILABILITY - CONCESSION OPPORTUNITIES



EXHIBIT 2 - AVAILABLE LOCATIONS

FEATURED LOCATION 1

CALUMET PARK BEACH

9801 S. Avenue G

CHICAGO SUMMERS CAN BE HOT!



Calumet Park Beach is a great getaway for some relaxation, fun and food under the sun!

The spacious concession stand, at the beach house, is currently an operating restaurant that can be transformed into a Café with outdoor dining. **This space is also eligible for a liquor license.**

Located on Lake Michigan’s shoreline, on the far southeast side of Chicago, stunning Calumet Beach offers endless activities and breath-taking scenery. Whether it be sunset swims or watching the stars reflect onto the lake at night, it is a paradise for beach lovers. The beach offers plenty of opportunities for sunbathing, swimming, kayaking, fishing, and more. The beach is part of Calumet Park which totals 181.70 acres and features two gymnasiums, fitness center, Lake Shore Model Train exhibit, gymnastic center, sewing and upholstery studios, woodshop, and multi-purpose rooms.



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FEATURED LOCATION 2

MUSEUM CAMPUS	500 E. McFetridge
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PREMIER TOURIST DESTINATION

Nestled between the Field Museum and the Shedd Aquarium, this concession opportunity features a building with two (2) restaurant spaces, each having 4 large concession windows, and hardscaped space for a permanent food truck or kiosk. The building is conveniently located by the restrooms, parking and Museum entrances. The permanent food truck or kiosk space is located directly in front of the main entrance of the Shedd Aquarium.

Millions of tourists and locals visit Chicago’s remarkable Museum campus each year. Whether for education or entertainment museums are the top reason tourists visit the state of Illinois. The Museum Campus faces Lake Michigan and Grant Park and is also home to Soldier Field, and a concert venue on Northerly Island.



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FEATURED LOCATION 3

LOYOLA BEACH	1230 W. Greenleaf Ave
HIGHLY LOVED NORTHSIDE BEACH	
	<p>This is an opportunity for a full service café on the beach. It is right off the lake with plenty of space on cement for picnic tables and tables & chairs , in addition to the tiki style seating on the beach.</p> <p>This concession beach house offers an opportunity for a quick grab-n-go or an outdoor sit-down restaurant. The dining patio and stage area adjacent to the concession building is available for entertainment or additional outdoor seating.</p> <p>Loyola Beach is near Loyola University, located in the East Rogers Park community and is a longstanding popular neighborhood spot.</p>

**CHICAGO PARK DISTRICT
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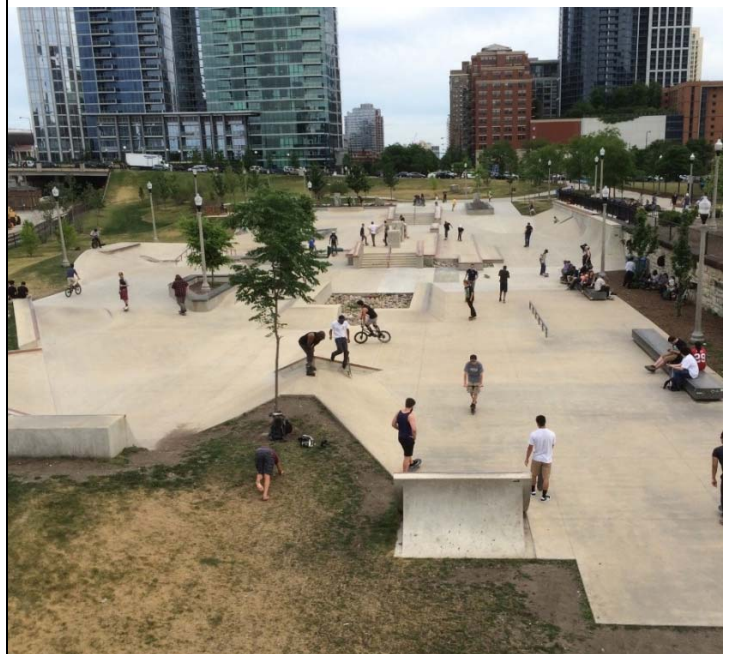


FEATURED LOCATION 4

GRANT PARK SOUTH END	Michigan Avenue between Balbo and Columbus
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GREAT FAMILY LOCATION - ALONG THE PATH OF SOLDIER FIELD AND THE MUSEUM CAMPUS

Grant Park is Chicago’s front yard with plenty of cultural pride and joy. The South Grant Park area is bound by Michigan, Roosevelt, Balbo and Lake Shore Drive. It is directly across the street from major colleges and many cultural institutions. Located along the southwest side of Grant Park, Agora is one of Chicago’s most recent and important sculptural installations that is a tourist destination. There is also a 3-acre skate park and adjacent performance space in the southwest corner of Grant Park that draws a younger, more diverse crowd. The park is heavily visited by South Loop Residents and college students looking for a relaxing space for young adult and family time.



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FEATURED LOCATION 5

GRANT PARK SPIRIT OF MUSIC GARDEN	601 S. Michigan Avenue
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FOOD TRUCK – CORNER OF HARRISON AND MICHIGAN AVE

Grant Park Spirit of Music Garden is a social dance party that brings a mix of people together. The Park is converted into a stage and dance floor that hosts occasional summer music and festivals. Highly visible space for those walking along Michigan Avenue. This is a great place for a food truck to set up a few tables and chairs and create your own dining space along one of Chicago’s most famous streets and parks.



CHICAGO PARK DISTRICT 2024 NOTICE OF AVAILABILITY - CONCESSION OPPORTUNITIES



PLEASE NOTE THAT ANY PARK IN THE CHICAGO PARK DISTRICT MAY BE CONSIDERED. THIS LOCATIONS LIST MAY NOT INCLUDE ALL PARKS.

AVAILABLE - LAKEFRONT

Park	Address	Current Structure	Previous Use	Restrooms
57 TH STREET BEACH	5700 S. Lake Shore Drive	Permanent	Food & Beverage	Yes
63 RD STREET BEACH	6300 S Lake Shore Drive	Permanent	Food & Beverage	Yes
BELMONT HARBOR	3500 N. Lake Shore Dr.	Kiosk	Food & Beverage	No
BUCKINGHAM FOUNTAIN - SOUTH BUILDING	301 S Columbus Dr	Permanent	Food & Beverage	Yes
BUCKINGHAM FOUNTAIN	301 S Columbus Dr	Cart	Glow Products	Yes
DUSABLE HARBOR	401 N. Lake Shore Drive	Kiosk	Food & Beverage	Yes
DUSABLE HARBOR	401 N. Lake Shore Drive	Permanent	Food & Beverage	Yes
FOSTER BIKE PATH	Foster & Simonds Drive	Kiosk	Bike Rentals	No
GRANT PARK PLAZA NORTH	800 - 900 Columbus Drive	Year-round Pop-up	Food & Beverage, Retail	No
GRANT PARK PLAZA SOUTH	800 - 900 Columbus Drive	Year-round Pop-up	Food & Beverage, Retail	No
GRANT PARK SOUTH END	800 - 900 Columbus Drive	Kiosk/Trailer	Food & Beverage	No
GRANT PARK SOUTH END	800 - 900 Columbus Drive	Kiosk/Trailer	Retail, News & Gifts	No
GRANT PARK QUEEN'S LANDING	500 S Lake Shore Dr.	Kiosk	Food & Beverage	No
GRANT PARK QUEEN'S LANDING	500 S. Lake Shore Dr.	Kiosk	Retail or Rental Service	No
GRANT PARK QUEEN'S LANDING	500 S. Lake Shore Dr.	Cart/Tent	Retail, News & Gifts	No
GRANT PARK MUSEUM CAMPUS	1400 S. Lake Shore Dr.	Permanent	Food & Beverage	Yes
GRANT PARK MUSEUM CAMPUS	1400 S. Lake Shore Dr.	Food Truck	Food & Beverage	Yes
GRANT PARK SPIRIT OF MUSIC GARDEN	601 S. Michigan Avenue	Food Truck	Food & Beverage	No
LINCOLN PARK LAGOON	Fullerton & Cannon Drive	Cart	Food & Beverage	No
LINCOLN PARK NORTH AVENUE BEACH	Lakefront Path a quarter mile south of Fullerton Avenue	Kiosk	Food & Beverage	Yes
LOYOLA BEACH	1230 W. Greenleaf Avenue	Permanent	Food & Beverage	Yes
MONTROSE- LAWRENCE	Simonds Drive	Cart(s)	Food & Beverage	No
MONTROSE SOCCER FIELDS	Montrose & Lake Shore Drive	Cart/Tent	Food & Beverage	Yes
MONTROSE HARBOR	Outer Montrose Harbor Drive	Cart/Tent	Food & Beverage	Yes
NORTHERLY ISLAND PARK	1521 S Linn White Dr		Year-round Pop-up	Yes
WAVELAND BIKE PATH	3650 N. Recreation Dr.	Trailer	Tennis Services	No
WAVELAND BIKE PATH	3650 N. Recreation Dr.	Kiosk	Bike Rentals & Service	No
WAVELAND BIKE PATH	3650 N. Recreation Dr.	Kiosk w/Deck	Food & Beverage	No
WILSON COMFORT STATION	Wilson & Simonds Drive	Permanent & Cart	Food & Beverage	Yes

AVAILABLE - NORTH REGION

Park	Address	Current Structure	Previous Use	Restrooms
CENTRAL PARK	721 N. Central Park Avenue			No

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INDEPENDENCE PARK	3945 N. Springfield Avenue	Trailer	Food & Beverage	Yes
MOZART (AMADEUS) PARK	2036 N. Avers Avenue	Trailer	Food & Beverage	Yes
NORWOOD PARK	5801 N. Natoma Avenue	Cart/Trailer	Food & Beverage	Yes
ORIOLE PARK	5430 N. Olcott	Cart/Trailer	Food & Beverage	Yes
OZ PARK	2021 N Burling St	Cart/Trailer	Retail, News & Gifts	Yes
PORTAGE PARK	4100 N Long Ave	Cart/Kiosk	Food & Beverage	Yes
REVERE PARK	2509 W. Irving Park Road	Cart/Kiosk	Food & Beverage	Yes
RIIS PARK	6100 W. Fullerton Ave	Cart	Retail, New & Gift	No
RIIS PARK	6100 W. Fullerton Ave	Cart	Food & Beverage	No
RIVER PARK	5100 N Francisco Ave	Cart/Kiosk	Food & Beverage	Yes
ROGERS PARK	7345 N. Washtenaw Ave.	Cart/Kiosk	Food & Beverage	No
WALSH PARK	1722 N. Ashland Ave.	Cart/Kiosk	Food & Beverage	No
WELLES PARK	2333 W Sunnyside Ave	Kiosk	Food & Beverage	Yes
WINNEMAC PARK	5100 N. Leavitt	Cart	Food & Beverage	No

AVAILABLE - SOUTH REGION

Park	Address	Current Structure	Previous Use	Restrooms
ABBOT (ROBERT)	49 E. 95 th Street	Container	Food & Beverage	No
ADAMS (JOHN C.)	7535 S Dobson Ave			No
ALTGELD	515 S Washtenaw Ave.			No
BOSWELL (ARNITA YOUNG)	6646 S University Ave			No
BRIGHTON PARK COMMUNITY CAMPUS (Park No. 596)	4830 S. Western Ave	Truck/Trailer	Food & Beverage	No
CALUMET PARK/BEACH	9801 S Ave G	Truck/Trailer	Food & Beverage	Yes
CALUMET PARK/BEACH	9801 S Ave G	Permanent	Food & Beverage	Yes
CARPENTER (PHILO)	6155 S Carpenter St			No
CHESTNUT	7005 S Dante Ave			No
CHRISTIANA	1533 S Christiana Ave			No
DAWES (CHARLES)	8040 S Damen Ave			No
DOBSON	7521 S Dobson Ave			No
ECKERSALL (WALTER HERBERT)	2430 E 82nd St			No
EDMONDS (MOLLY)	711 W 60th Pl			No
EMERALD	5600 S Emerald Ave			No
EUCLID	9800 S Parnell Ave			No
FERNWOOD	10436 S Wallace St			No
FOSTER (J. FRANK)	1400 W 84th St			No
FRANKLIN (BENJAMIN)	1449 S Kolin Ave			No
HALE (NATHAN) PARK	6258 W 62 nd St	Building (Indoor year-round)	Food & Beverage	Yes
JACKIE ROBINSON PARK	10540 S. Morgan	Cart/Trailer	Food & Beverage	Yes
JACKSON PARK	6401 S Stony Island Ave	Cart/Trailer	Food & Beverage	Yes

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MARQUETTE PARK	6734 S Kedzie Ave	Truck/Trailer	Food & Beverage	No
MT. GREENWOOD PARK	3721 W. 111 th St.	Truck/Trailer	Food & Beverage	No
PALMISANO (HENRY)	2700 S. Halsted St.			No
SHERIDAN (PHILIP HENRY)	910 S. Aberdeen St.			Yes
STEELWORKERS PARK	87th at S. Lake Shore Dr.		Adventure Activities	No
WASHINGTON PARK	5531 S Martin Luther King Dr	Cart/Kiosk	Retail, News & Gifts	No

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AVAILABLE - CENTRAL REGION

Park	Address	Current Structure	Previous Use	Restrooms
ADDAMS PARK	1434 S. Loomis St.			Yes
AUBURN	406 W Winneconna Pkwy			No
BOLER (LEO ROSCOE, SR.)	3601 W Arthington St			No
CLARK (JOHN)	4615 W Jackson Blvd			No
COTTONWOOD	5058 W West End Ave			No
DOUGLASS PARK	1401 S Sacramento Dr	Truck/Trailer	Food & Beverage	No
GARFIELD PARK	100 N Central Park Ave	Cart/Trailer	Food & Beverage	Yes
HUMBOLDT PARK BOAT HOUSE	1440 N Sacramento Ave	Permanent	Food & Beverage	Yes
JONQUIL PARK	1001 W Wrightwood Ave			No
LAVILLITA PARK	2800 S. Sacramento	Permanent	Food & Beverage	Yes
LOGAN SQUARE SKATE PARK	2430 W LOGAN BLVD	Cart	Food & Beverage	No
MARY BARTELME	115 S Sangamon St	Cart	Food & Beverage	No
PING TOM PARK	300 W 19th St		Water Recreation Rental	Yes
PIOTROWSKI PARK	4247 W. 31 st		Food & Beverage	Yes
SEWARD PARK	375 W. Elm		Food & Beverage	Yes
SMITH PARK	2526 W. Grand		Food & Beverage	Yes
WASHINGTON SQUARE PARK	901 N. Clark		Food & Beverage	No
WOMEN'S PARK AND GARDEN	1801 S. Indiana Ave	Permanent	Food & Beverage	Yes

AVAILABLE – MULTIPLE REGION

Park	Address	Current Structure	Previous Use	Restrooms
MULTIPLE PARKS	North, Central, South Locations	Recycling Bins	Clothing Recycling	No

MANAGER OF MOBILE ICE CREAM CART PROGRAM – LAKEFRONT REGION

Park	Address	Current Structure	Previous Use	Restrooms
LAKEFRONT NORTH FROM HOLLYWOOD BLVD. TO CHICAGO AVENUE (between Oak St. Beach and Ohio St. Beach). 31 st STREET SOUTH TO SOUTH SHORE DRIVE.	North, South Locations	Cart	Ice cream	No

CHICAGO PARK DISTRICT 2024 NOTICE OF AVAILABILITY - CONCESSION OPPORTUNITIES



EXHIBIT 3 FOCUS COMMUNITY AREA PARKS

Park	Address
Abbot (Robert)	49 E. 95th St.
Adams (John C.)	7535 S. Dobson Ave.
Altgeld	515 S. Washtenaw St.
Auburn	406 W. Winneconna Pkway
Austin Town Hall	5610 W. Lake St
Boler (Leo Roscoe, Sr.)	3601 W. Arthington St.
Boswell (Arnita Young)	6646 S University Ave
Carpenter (Philo)	6155 S. Carpenter St.
Central	721 N. Central Pk. Ave.
Chestnut	7005 S. Dante Ave.
Christiana	1533 S. Christiana Ave.
Clark (John)	4615 W. Jackson Blvd
Columbus (Christopher)	500 S. Central Ave.
Cottonwood	5058 W. West End Ave
Dawes (Charles)	8040 S. Damen Ave.
Dobson	7521 Dobson Ave.
Eckersall (Walter Herbert)	2430 E. 82nd St.
Edmonds (Molly)	711 W. 60th Pl.
Emerald	5600 S. Emerald Ave.
Euclid	9800 S. Parnell Ave.
Fernwood	10436 S. Wallace St.
Flying Squirrel	6600 S. Woodlawn Ave.
Foster (J. Frank)	1400 W. 84th St.
Franklin (Benjamin)	1449 S. Kolin Ave.
Garfield (James)	100 N. Central Pk Drive
Gately (James)	810 E. 103rd St.
Ginko	3432 W. 15th St.

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Gladys (Gunderson)	3307 W. Gladys Ave.
Grand	3531 W. Grand Ave.
Grand Crossing	7655 S. Ingleside Ave.
Hamilton (Alexander)	513 W. 72nd St.
Hansberry (Lorraine)	5635 S. Indiana Ave.
Harding (Frederick)	3921 W. Division St.
Harris (Harriet)	6200 S. Drexel Ave.
Hasan (Elliot)	6855 S. Oglesby Ave.
Homan (Joseph)	2148 S. Homan Ave.
Horan (Albert)	3035 W. Van Buren St.
Hornbeam	1422 S. Hamlin Ave.
Hubbard (Gurdon)	4950 W. Hubbard St.
Jackson (Andrew)	6401 S. Stony Island Ave.
Jefferson (Nancy)	3111 W. Fulton Blvd.
Keeler (Cyrus)	1243 S. Keeler Ave.
Kells (George)	3201 W. Chicago Ave.
King (Martin Luther, Jr.)	1212 W. 77th St.
La Follette (Robert)	1333 N. Laramie Ave.
Limas (Juliann Hope)	2410 S. Trumbull Ave.
Linden	1139 N. Pulaski Rd.
London (Louis)	3423 W. 18th St.
Luna	5558 S. Green St.
Magnolia	3228 W. Flournoy St.
Marconi ES (Tilton)	230 N. Kolmar Ave.
Memorial	149 W. 73rd St.
Meyering	7140 S. King Drive
Millard (Alden)	1331 S. Millard Ave.
Moore (Maurice)	5085 W. Adams St.
Moran (Terrance)	5727 S. Racine Ave.

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Nash (Don) Community Center	1833 E. 71st St.
Ninebark	1447-1453 S. Harding Ave.
O'Hallaren (Bernard)	8335 S. Honoré St.
Ohio & Harding	607 N. Harding Ave.
Orr (Rezin)	744 N. Pulaski Rd.
Park No. 419	8001 S. Wabash Ave.
Park No. 422	3200 W. Congress Pkwy
Park No. 432	3349 W. Rice St.
Park No. 500	730 S. Springfield Ave.
Park No. 519	1944 S. St. Louis Ave.
Park No. 534	1300 S. St. Louis Ave.
Park No. 566	7901 S. Farragut
Park No. 586	7208 S. Maplewood Ave.
Prairie Wolf	6310 S. Drexel Ave.
Renaissance	1300 W. 79th St.
Russell (Martin) Square	3045 E. 83rd St.
Saint Louis	347 N. St. Louis Ave.
Shedd (John G.)	3660 W. 23rd St
Sherwood (Jesse)	5705 S. Shields Ave.
Smith (Wendell)	9912 S. Princeton Ave.
Sweet Clover	650 N. Leamington Ave.
Violet	4120 W. Taylor St.

CHICAGO PARK DISTRICT 2024 NOTICE OF AVAILABILITY - CONCESSION OPPORTUNITIES



EXHIBIT 4 PARK MAP BY REGION (DOUBLE CLICK MAP TO EXPAND)

