

# CONCESSIONS ORDINANCE

**TRACY BISHOP, DIRECTOR**  
**PERMITS, RENTALS AND CONCESSIONS**

# GOALS OF THE CONCESSIONS PROGRAM

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The Concessions Program will provide the highest quality and variety of foods, goods and services at reasonable prices to enhance the public's use and enjoyment of the District's properties. The Program will also increase the concession opportunities across the District to attract small, local, MBE, and WBE businesses to address equity issues for concessionaires. In addition to generating non-tax revenue for the District, the Concessions Program will streamline the approval process.

# CONCESSION TYPE OVERVIEW

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TYPE	REVENUE TO DISTRICT	TERM	Competitive Bid	Posted	Board Approval
<b>Concession Permits</b>	\$5,000 or less	1 year or less	NO	YES	NO
<b>Pilot Concession Contracts</b>	\$25,000 or less (annual basis)	2 years or less	NO	NO	NO
<b>Small Concession Contracts</b>	\$25,000 or less (annual basis)	3 years or less	YES	YES	NO
<b>Large Concession Contracts</b>	Over \$25,000 (annual basis)	Varies	YES	YES	YES
<b>Classes/Tours Contracts</b>	\$25,000 or less (annual basis)	5 years or less	NO	YES	NO

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## PROGRAM BENEFITS



Welcomes new Concessionaires and non-traditional categories to the Preserves.



Creates a less intimidating, more streamlined permit process that will attract more small businesses.



Potential increase in non-tax revenue through increased Concessionaires.



Provides another opportunity/avenue for Concessionaires to operate within the Preserves,

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# APPROVAL PROCESS

## Qualifications of the Concessionaire

- Professional qualifications/certifications
- Skills
- Experience

## Sustainability

- Sustainable product offerings
- Waste management program

## Diversity

- Is the vendor a Minority Business Enterprise (MBE) and Women Business Enterprise (WBE)?

## Application or Request for Proposal Review

- Depending on the contract type, the Concessions Division will review all responses including those that require Board approval (small and large contracts)

# QUALIFICATIONS

Ensuring the quality, including the creative or innovative nature is of utmost importance.

# SUSTAINABILITY

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**Concessionaires must comply with sustainability requirements outlined in the policy.**



**REDI  
(RACIAL EQUITY,  
DIVERSITY AND  
INCLUSION)**

**The Forest Preserves highly encourages  
Minority Business Enterprises (MBE) and  
Women Business Enterprises (WBE)  
participation to apply as concessionaires with  
the District.**

- **Vendor qualifications include but are not limited to:**
  - Must be certified by Cook County or the City of Chicago to qualify for additional preference.
  - In addition to asking for support of Cook County Commissioners, work to ensure equal opportunity is provided across the district equitably by getting the word out.



# MARKETING THE PROGRAM

The Permits, Rentals and Concessions Department will advertise the program through multiple avenues such as elected officials and chamber of commerce.

- Work with FPCC Communication Department.
  - Website, Social Media, Forest Way
- Attend Small Business Expos
  - Chicago Small Business Expo on May 19<sup>th</sup>
- Engage with Commissioners for support.
  - Share in newsletters, website, space at events, connect and share with local Mayors and Alderpersons

Q&A

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