

# COMMITTEE REPORT

July 2025



## **Board Areas of Focus**

### **July 1: Committee Meeting:**

- Presentation of Guaranteed Maximum Price Contract for Parks Maintenance facility
- Vision Discussion for Beach House, Trellis, Boat Storage and Boardwalk (Wight and Co)

### **July 2: Community Vision Meetings:**

- On Beach House, Trellis, Boat Storage, Boardwalk at 7:00pm

### **July 3 & 4: Independence Day Celebrations in Glencoe**

- Parade: Meet at parade start by 12:50pm. We Need Commissioner walk and hand out candy. Commissioner children can sit on the float. Wear Park District Summer Shirt (Beach one)

### **July 15: Board Meeting:**

- Discussion on input received from Community meetings on Beach Playground and opportunity for Board to give input.
- Approval of Guaranteed Maximum Price Contract for Parks Maintenance facility
- Recreation/Facilities Report on Fitness Center/Classes and Adult Programs

*\*Areas of Focus are tentative and subject to change*



**GLENCOE PARK DISTRICT**  
**Committee of the Whole Meeting**  
**Tuesday, July 1, 2025 at 7:00pm**

Consistent with the requirements of the Illinois Compiled Statutes 5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted. Location of the meeting is Takiff Center, 999 Green Bay Rd, Glencoe, IL 60022

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Matters from the Public
- IV. Discussion of Guaranteed Maximum Price for Parks Maintenance Facility
- V. Visioning Discussion for Beach House, Trellis, Boat Storage, and Boardwalk with Wight and Co
- VI. Discussion on Early Childhood Food Service Contract
- VII. Other Business
- VIII. Executive Session
- IX. Adjourn

The Glencoe Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847-835-3030. Executive Director email: [lsheppard@glencoe parkdistrict.com](mailto:lsheppard@glencoe parkdistrict.com)

**Key rules governing participation**

All comments will be limited to three (3) minutes per person and no longer than 30 minutes for all comments.



## **IV. Discussion on Guaranteed Maximum Price for Parks Maintenance Facility**

Glencoe Park District  
July 2025 Committee of the Whole Meeting

# MEMORANDUM

**TO:** Board of Park Commissioners  
**FROM:** Lisa Sheppard, Executive Director, and Kyle Kuhs, Director of Parks and Planning  
**SUBJECT:** Guaranteed Maximum Price Contract  
**DATE:** June 26, 2025

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As the final design drawings have been completed and final budget estimates have been established, Wight and Company's construction management team has prepared its official Guaranteed Maximum Price (GMP) for the Maintenance Center and Ballfield project.

The final GMP amount is \$7,987,300. This figure represents the maximum amount the district will pay for the work, excluding any change orders that may result from unforeseen conditions during permitting, construction, or other related activities.

The \$7,987,300 amount includes the estimated hard construction costs, allowances, contingencies, construction management fees, insurance, material testing, winter conditions, and utility expediting.

The individual trade packages will be publicly/competitively bid, and any surplus funds that result from favorable bids, unused contingencies, allowances, etc., would come back to the district to be reabsorbed into fund balances.

Project-related items not captured in the GMP contract primarily include: furniture, fixtures, and equipment (FFE). Staff will be budgeting for the FFE items for next fiscal year as the project nears completion. These FFE items are smaller in nature (appliances, office furniture, small equipment, and storage) and staff estimates these costs to be in the \$10,000 to \$20,000 range, which would be funded either from surplus funds on this project or through our Fund 65 account.

The construction budget for this work is \$7,800,000 with an additional \$780,000 in owner contingency.

The construction management team from Wight and Company will attend the Committee meeting on July 1 to discuss the details in more depth and answer any questions the board may have.



# Glencoe Park District

New Maintenance  
Building & Ballfield  
Improvements

EXHIBIT A

GMP Package

06.26.25





# Contents

1. GMP Summary
2. Qualifications and Clarifications
3. List of Allowances
4. Scope Responsibility Matrix
5. Drawing Index
6. Logistics plan
7. Schedule





# 1.

## GMP Summary



Glencoe Park District  
New Maintenance Building & Ballfield Improvements





**GMP Estimate**

6/26/2025

<b>Building Area Square Footage:</b>		<b>14,420 sf</b>
<b>Hard Construction Costs</b>		<b>Estimated Costs</b>
Maintenance Building and Yard		
Demolition and Site Preparation		\$488,000
Site Improvements		\$534,000
Site Utilities		\$380,000
Foundations & Substructure		\$514,000
PEMB		\$1,290,600
Mezzanine		\$129,000
Building Enclosure		\$148,000
Interior		\$797,000
Plumbing		\$181,000
Fire Protection		\$115,000
HVAC		\$343,000
Electrical/Low Voltage		\$510,000
Material Storage & Dumpster Pad		\$140,000
Softball Field / Dugouts		\$158,000
Softball Field Lighting		\$355,000
Parking Lot EV Chargers		\$55,000
General Conditions/General Requirements		\$588,400
<b>Subtotal Construction Costs</b>		<b>\$6,726,000</b>

<b>Contingencies</b>	<b>Factor</b>	<b>Estimated Costs</b>
Contingency	12%	\$810,000
Owners Contingency	0% not included (see below)	\$0
<b>Subtotal</b>		<b>\$810,000</b>

**Estimated Construction Budget w/Contingencies \$7,536,000**

<b>Allowances</b>	<b>Estimated Costs</b>
Furniture & Equipment 0.00 SF not included	\$0
<b>Subtotal</b>	<b>\$0</b>

<b>Soft Costs</b>	<b>Estimated Costs</b>
PreCon Fee LS	\$25,000
CM Fee 2.9%	\$218,500
Insurance 1.0%	\$77,800
Material Testing ALLOW	\$35,000
Winter Conditions ALLOW	\$75,000
Utility Expediting LS	\$20,000
<b>Subtotal</b>	<b>\$451,300</b>

**Total Project Costs \$7,987,300**

<b>Alternate</b>	<b>Estimated Costs</b>
1. Add for Maintenance Building PV's	\$350,000 - \$375,000
2. Add for pre-fabricated shelter structure east of softball field	\$147,412

A/E Fees \$610,000  
 Owner Contingency \$750,000





# 2.

## Qualifications and Clarifications



## 2. Qualifications and Clarifications

1. Unforeseen conditions below grade are considered outside of the GMP.
2. All permit fees are considered outside of the GMP.
3. Any scope changes as a result of permitting comments are not included in the GMP.
4. The Design Builder is responsible for material testing.
5. Abatement of the existing buildings is by the Owner.
6. Buildings and greenhouses must be emptied by Owner prior to demolition.
7. The relocation of the wooden shed North of the metal cold storage buildings is not included in the GMP.
8. Owner is responsible for clearing out all stock-piled materials prior to mobilization.
9. Storage containers for Glencoe PD equipment are by the Owner.
10. The Design Builder will utilize the South building until the second phase of site demolition commences.
11. The ballfield will need to be closed for the Fall season 2025.
12. The Design Builder is responsible for the coordination of the new electrical and gas services. All utility disconnection/connection fees and equipment are by the Owner.
13. Temporary water, gas, and electric is by the Owner.
14. The Design Builder shall provide infrastructure for internet/phone service, but coordination and setup with internet provider is not included in the GMP.
15. Design Builder's scope for low voltage is limited to providing conduit and CAT6 cabling. Terminations such as card readers, wireless access points, security cameras, etc. are by the Owner.
16. Conduit shall be surface mounted and will not be colored or painted.
17. Commissioning agency costs are not included in the GMP.
18. The Design Builder has included 3 Electric Vehicle (EV) charging stations per the drawings. The Design Builder has also included empty conduit only for future EV stations near the covered parking area.



19. The photovoltaic cells are not included in the GMP. The PEMB base bid includes the design loads to accommodate future photovoltaic cells.
20. It is assumed that the City water pressure is sufficient and within industry standard; therefore, fire pumps, domestic booster pumps, and pressure reducing valves are excluded.
21. A new 6" water service and one fire hydrant are included in the GMP.
22. Structural steel and Pre-Engineered Metal Building (PEMB) steel will not be painted, but it will be factory primed. The PEMB skin gets delivered to the site pre-finished.
23. All appliances (refrigerators, microwaves, coffee machines, washers, dryers, etc.) are by Owner.
24. Equipment racks, tool boxes, storage shelving, work benches, chemical storage bins, etc. that are shown in drawings are for visualization only and shall be by the Owner.
25. Design Builder will facilitate (1) training session for each mechanical, plumbing, and electrical system – which may or may not occur on the same day.
26. Design Builder will provide workmanship warranties from subcontractors for (1) one year from Substantial Completion.
27. The Construction Schedule is based on the availability and lead times for the specified materials.
28. The GMP Summary is based on the Design Drawing set dated 05/30/25.





# 3.

## List of Allowances





**Glencoe Park District**  
**New Maintenance Facility & Ballfield Improvements**

*List of Allowances*

Description	Trade	Amount	Comment
<b>TRADE ALLOWANCES</b>			
MEP Roof & Wall Penetrations	PEMB	\$ 30,000	
Additional Steel for Overhead Doors	PEMB	\$ 20,000	
Bid Group 2 Trades - TBD			
<b>TOTAL ALLOWANCES</b>		<b>\$ 50,000</b>	



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# 4.

## Scope and Responsibility Matrix





**Pleasant Dale Park District  
Walker Maintenance Facility**

Owner =	O
Contractor =	C

**Scope and Responsibility Matrix**

Description	Furnish By	Install By	Allowance	Comment
<b>General</b>				
P&P Bonds	C	C		carried by trade contractors
General Liability Insurance	C	C		
Materials Testing	C	C		
Construction Permit	O	O		
Sidewalk Closure Permit	N/A	N/A		
Street Closure Permit	N/A	N/A		
PEMB Permit	C	C	YES	In trades
MWRD Permit	O	O	YES	
Temporary Power	O	C	YES	Utility service by Owner; Contractor to install
New Electrical Service	O	C		Utility service by Owner; Contractor to install
New Gas Service	O	C		Utility service by Owner; Contractor to install
Connect to Water Service	O	C		Utility service by Owner; Contractor to install
Street Sweeping	C	C		
SWPPP	C	C		
Silt Fence	C	C		
Abatement	O	O		
Building Demolition	C	C		
Temporary Fencing	C	C		
Temporary Water for Construction Use	C	C		
Construction Signage	C	C		
Surveying	C	C		In trades
Construction Photos	C	C		
Site Security	N/A	N/A		Nothing beyond fencing included in GMP
Dumpsters	C	C		In trades
Dewatering	C	C		In trades
Removal of contaminated soils	O	O		Unforeseen condition
Pest Control	O	O		
Fire Alarm	C	C		
Card Readers	O	O		
Internet Service	O	O		
Wireless Access Points	O	O		
Electrified Hardware	C	C		As shown on the plans
Data Jacks	O	O		
Break Room Appliances	O	O		
Plumbing Fixtures	C	C		
Soap Dispensers	C	C		
Paper Towel Dispensers	C	C		
Toilet Paper Dispensers	C	C		
Trash Receptacles	C	C		
Welding Equipment	O	O		
Monument Signage	N/A	N/A		Not in contract
Building Mounted Signage	C	C		
Interior Room Signage	C	C		
Lockers	C	C		
Pressure Washer	C	C		





# 5.

## Drawing Index



Glencoe Park District  
New Maintenance Building & Ballfield Improvements



# **GLENCOE PARK DISTRICT NEW MAINTENANCE BUILDING & BALLFIELD IMPROVEMENTS**

NOTE: Drawing List indicates the drawing sheets that were used in developing the scope of the project for bid and GMP. Refer to the "GMP Qualifications and Clarifications" and "Scope responsibility Matrix" included in this GMP proposal for additional clarification, specifically as it relates to work outside the Contract and work performed by the Owner, which may not be specifically listed or excluded on the drawings.

## **DRAWING INDEX**

### **GENERAL**

G0.00	COVER SHEET
G0.02	GENERAL INFORMATION, SYMBOLS, NOTES & ABBREVIATIONS
G0.03	LEVEL 1 LIFE SAFETY PLAN OVERALL

### **CIVIL**

C0.00	COVER SHEET
C0.01	GENERAL NOTES
C1.00	EXISTING CONDITIONS PLAN
C1.01	DEMOLITION PLAN
C2.00	SITE PLAN
C3.00	GRADING AND EROSION CONTROL PLAN
C3.01	GRADING AND EROSION CONTROL PLAN
C3.02	GRADING AND EROSION CONTROL PLAN
C3.03	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
C3.04	CIVIL DETAILS
C4.00	UTILITY PLAN
C4.01	UTILITY PROFILE PLAN
C4.02	UTILITY PROFILE PLAN
C5.00	CIVIL DETAILS
C5.01	CIVIL DETAILS
C5.02	CIVIL DETAILS
C5.03	CIVIL DETAILS
C5.04	CIVIL DETAILS
C5.05	CIVIL DETAILS
C5.06	CIVIL DETAILS
C5.07	CIVIL DETAILS

### **LANDSCAPE**

L1.00	LANDSCAPE PLANS
L2.00	LANDSCAPE DETAILS



## **STRUCTURAL**

S0.1	GENERAL NOTES
S0.2	ABBREVIATIONS AND SYMBOL SCHEDULE
S0.3	STATEMENT OF SPECIAL INSPECTIONS
S1.1	TYPICAL SECTIONS AND DETAILS
S1.2	TYPICAL SECTIONS AND DETAILS
S2.0	FOUNDATION & MEZZANINE FRAMING PLANS

## **ARCHITECTURAL**

AD1.00	OVERALL SITE PLAN- DEMO
A1.01	OVERALL SITE PLAN
A2.01	LEVEL 1 FLOOR PLAN
A2.02	MEZZANINE FLOOR PLAN
A2.03	ROOF PLAN
A3.01	REFLECTED CEILING PLAN
A4.00	EXTERIOR ELEVATIONS
A4.01	EXTERIER ELEVATIONS
A4.02	BUILDING SECTIONS
A5.00	EXTERIOR WALL SECTIONS & DETAILS
A5.01	EXTERIOR WALL SECTIONS & DETAILS
A7.00	ENLARGED PLANS & ELEVATIONS
A7.01	ENLARGED PLANS & ELEVATIONS
A8.00	DOOR & WINDOW SCHEDULE AND INTERIOR PARTITION TYPES
A8.01	PARTITION TYPES & INTERIOR DETAILS
A10.01	LEVEL 1 FINISH FLOOR PLAN OVERALL
A11.01	LEVEL 1 FURNITURE PLAN (FOR REFERENCE ONLY)
A12.01	SIGNAGE ELEVATION

## **MECHANICAL**

M0.01	NOTES, SYMBOLS, & ABBREVIATIONS
M2.01	LEVEL 1 MECHANICAL DUCTWORK PLAN
M3.01	LEVEL 1 MECHANICAL PIPING PLAN
M5.01	MECHANICAL SCHEDULES

## **FIRE PROTECTION**

FP0.01	FIRE PROTECTION NOTES, SYMBOLS, & ABBREVIATIONS
FP2.01	LEVEL 1 FIRE PROTECTION PLANS

## **PLUMBING**

P0.01	NOTES, SYMBOLS, & ABBREVIATIONS
P2.00	UNDERGROUND PLUMBING PLAN
P2.01	LEVEL 1 PLUMBING PLAN

## **ELECTRICAL**

E0.01	NOTES, SYMBOLS, & ABBREVIATIONS
E1.00	ELECTRICAL SITE PLAN
E2.01	LEVEL 1 POWER PLAN & RISER DIAGRAM
E3.01	LEVEL 1 LIGHTING PLAN
E4.01	SCHEDULES
E5.01	DETAILS





# 6.

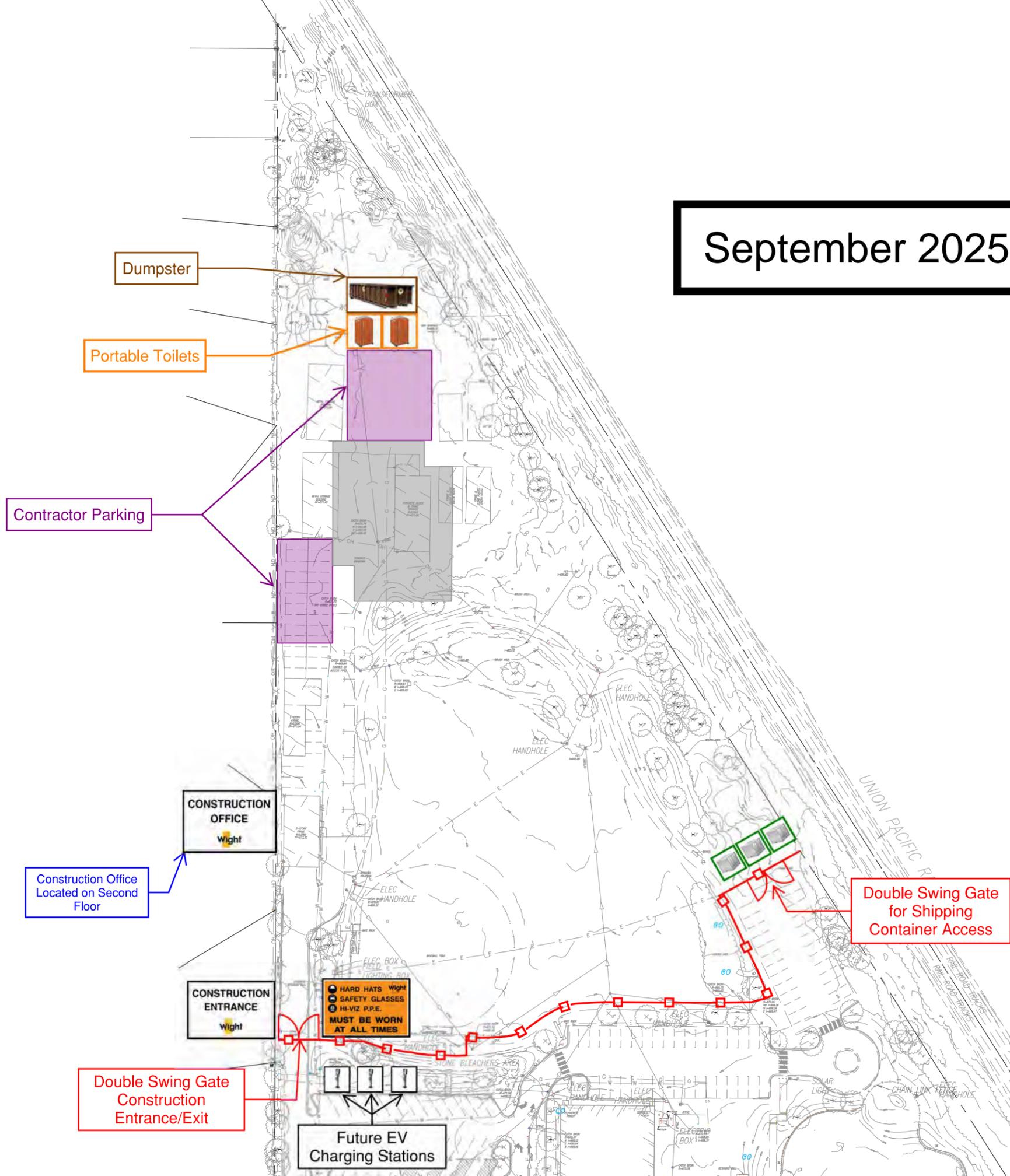
## Logistics Plan



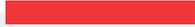
Glencoe Park District  
New Maintenance Building & Ballfield Improvements



September 2025 to April 2026







# 7.

## Schedule



**Glencoe Park District**  
**New Maintenance Facility & Ballfield Improvements**  
 GMP 06.26.25

ID	Task Mode	Task Name	Duration	Start	Finish	Timeline																																																											
						'25	6	13	20	27	Aug '25	3	10	17	24	Sep '25	7	14	21	28	Oct '25	5	12	19	26	Nov '25	2	9	16	23	30	Dec '25	7	14	21	28	Jan '26	4	11	18	25	Feb '26	1	8	15	22	Mar '26	1	8	15	22	29	Apr '26	5	12	19	26	May '26	3	10	17	24	31	Jun '26	7
1		Design Phase	120 days	Mon 2/24/25	Fri 8/8/25																																																												
3		Permitting	2 mons	Mon 7/14/25	Fri 9/5/25																																																												
2		Bidding	1 mon	Mon 7/28/25	Fri 8/22/25																																																												
4		Contract Award / Submittals	1 mon	Mon 8/25/25	Fri 9/19/25																																																												
5		<b>Construction</b>	<b>227 days</b>	<b>Tue 9/2/25</b>	<b>Wed 7/15/26</b>																																																												
6		Abatement	4 days	Tue 9/2/25	Fri 9/5/25																																																												
7		Mobilize	1 day	Tue 9/2/25	Tue 9/2/25																																																												
8		Tree Demolition	5 days	Wed 9/3/25	Tue 9/9/25																																																												
9		Establish Erosion Control	2 days	Wed 9/3/25	Thu 9/4/25																																																												
10		ComEd Disconnect	5 days	Wed 9/3/25	Tue 9/9/25																																																												
11		Nicor Disconnect	5 days	Wed 9/3/25	Tue 9/9/25																																																												
12		Install Construction	4 days	Wed 9/3/25	Mon 9/8/25																																																												
51		Remove Existing Baseball Fencing	2 days	Wed 9/3/25	Thu 9/4/25																																																												
53		Site Restoration / Landscaping	8 days	Wed 9/3/25	Fri 9/12/25																																																												
61		Underground Electrical	3 days	Wed 9/3/25	Fri 9/5/25																																																												
52		Install New Baseball Fencing	3 days	Fri 9/5/25	Tue 9/9/25																																																												
62		Install EV Charging Stations	5 days	Mon 9/8/25	Fri 9/12/25																																																												
13		Building Demolition	5 days	Wed 9/10/25	Tue 9/16/25																																																												
56		Baseball Field Grading	7 days	Wed 9/10/25	Thu 9/18/25																																																												
59		Form/Pour Dugouts	4 days	Wed 9/10/25	Mon 9/15/25																																																												
15		Grade Building Pad	5 days	Mon 9/15/25	Fri 9/19/25																																																												
21		Stone Subgrade	4 days	Mon 9/15/25	Thu 9/18/25																																																												
58		Install Pre-Fabricated	3 days	Tue 9/16/25	Thu 9/18/25																																																												





**V. Visioning Discussion for Beach House,  
Trellis, Boat Storage, and Boardwalk with  
Wight & Company  
(documents presented at meeting)**

Glencoe Park District  
July 2025 Committee of the Whole Meeting

# **VI. Discussion on Early Childhood Food Service Contract**

Glencoe Park District  
July 2025 Committee of the Whole Meeting

# MEMORANDUM

**TO:** Board of Park Commissioners  
**FROM:** Lisa Sheppard, Executive Director, & Bobby Collins, Deputy Director/Director of Recreation and Facilities  
**SUBJECT:** Food Service Contract for Children Circle  
**DATE:** June 20, 2025

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The early childhood food service agreement is up for renewal in August 2025. We have been very happy with the vendor, who we have used for the past four years and they have indicated that they are willing to keep the pricing the same for another school year (July 2026). The estimated annual cost of this service is \$85,000.

Given the specialty nature of food service for DCFS-licensed facilities, significant challenges with allergies, and the need to be an approved DCFS-licensed food provider, we would like to roll over the contract with Taste for Kids, Inc. for at least one additional year. The new contract is attached.

Taste for Kids, Inc. will be the primary food service provider for the District's one daily hot meal/lunch.

## Portion Sizes

- Size A: Taste for Kids, Inc. will provide daily meals consisting of, at a minimum, (one) 1.5 oz. of fresh vegetables, (one) 1.5 oz. of fresh fruit, and (one) qualifying protein of 2.0 oz. for the cost of \$3.25 per child, per meal. This meal is intended for infants to 5-year-old children.
- Size B: Taste for Kids, Inc. will provide daily meals consisting of, at a minimum, (one) 1.5 oz. of fresh vegetables, (one) 1.5 oz. of fresh fruit, and (one) qualifying protein of 3.0 oz. for the cost of \$3.75 per child per meal.

Food quantities will be calculated and provided based on daily counts. Each morning, our staff will check Brightwheel messages for absences and will then report actual numbers to Taste for Kids. Thus, only paying for students actually in attendance.

Taste for Kids, Inc. is an Illinois-licensed food service provider. They have been in business for over ten years. Food is cooked from scratch daily with a kid-friendly focus and is prepared in a healthy manner. Taste for Kids uses locally sourced foods whenever possible. They do not use prepared foods that are often high in sodium, high fructose corn syrup, or trans fats. They utilize healthier cooking methods such as roasting, baking, and steaming. These methods use significantly less fat and help retain vitamins, nutrients, and flavor. Taste for Kids has developed locally sourced relationships and aims to support local farms. They also believe organic foods can offer viable benefits and will source them when available and practical. At a minimum, all of their chicken and beef is antibiotic and hormone-free.

They serve other North Shore schools, including Glencoe Montessori, Highland Park Montessori, Montessori Connection Deerfield Road, Village Green Montessori, Jacob Duman Early Childhood Center, Guidepost Montessori, JCYS Lutz, and GJK.

With advice from our attorney, pursuant to Section 8-1(c) of the Illinois Park District Code, that currently, for the following reasons, the provision of the Park District's EC food service program is not

# MEMORANDUM

adapted to being awarded by competitive bidding as it requires an entity with a high degree of professional skill and the ability of the entity to offer particularized services, including, but not limited to:

1. The specialty nature of food service for DCFS-licensed facilities;
2. The significant challenges experienced by children with allergies;
3. The need to be an approved DCFS-licensed food provider;
4. The need to offer food service of varying sizes;
5. The benefits of providing food cooked from “scratch” with a kid-friendly focus and prepared in a healthy manner;
6. The benefits of using locally sourced foods whenever possible;
7. The benefits of not using prepared foods often high in sodium, fructose corn syrup, or trans fat;
8. The benefits of using healthier cooking methods such as roasting, baking and steaming to use less fat and retain vitamins and nutrients, as well as flavor;
9. The benefits when a food service provider developing relationships with locally sourced food providers and supporting local farms, as has Taste for Kids, Inc.;
10. The benefits of using organic foods when available and practical, as does Taste for Kids, Inc.;
11. The need to use, at a minimum, chicken and beef that are antibiotic and hormone-free;
12. The benefits of using a food service provider that is familiar with the Glencoe and surrounding communities, as does Taste for Kids, Inc,

**Staff is seeking Board consensus to move this contract forward for approval at the July 15, 2025 Regular Board meeting.**

**This Contract for Food Services** is made effective as of August 1st, 2025, by and between Glencoe Park District Early Childhood, 999 Green Bay Rd, Glencoe, IL 60022(Client ) and (Service Provider) Taste for Kids Inc. 1301 Clavey Road Highland Park IL, 60035. Service Provider desires to provide Food Services to Client and Client desires to obtain such services from Service Provider.

**THEREFORE**, in consideration of the mutual promises set forth below, the parties agree as follows:

**DESCRIPTION OF SERVICES.** Beginning on August 1st, 2025, Taste For Kids Inc. will provide to Glencoe Park District Early Childhood the following services (collectively, the "Services"):

Taste for Kids Inc. will be the primary food service provider of lunch programs located at Glencoe Park District Early Childhood. Please review options based on portion size below:

- A. Taste For Kids Inc. will provide daily meals consisting of at a minimum (one) 1.5 oz of fresh vegetables, (one) 1.5 oz of Fresh fruit, (one) qualifying Protein of 2.0 oz. and the price will be \$3.25 per child per meal. This meal is intended for infant to 5 year old children.
- B. Taste For Kids Inc. will provide daily meals consisting of at a minimum (one) 1.5 oz of fresh vegetables, (one) 1.5 oz of Fresh fruit, (one) qualifying Protein of 3.0 oz. and the price will be \$ 3.75 per child per meal.

Taste For Kids will follow the IL Department of Education guidelines for food service portioning and nutrition. Regular school meals will consist of Hot meals. Summer camp meals will contain a mix of Hot and Cold meals on different days (i.e. a turkey sandwich on whole wheat roll or bread or similar menu item.)

Foods quantities will be calculated and provided based on daily counts provided by the schools in electronic format i.e. excel. That data will be provided by the end of the month prior to service to accommodate ordering and preparation requirements. Invoices are calculated based on the counts provided by the Client.

Any additional food service needs will be provided on an as needed basis with a separate estimate of costs provided in advance for review and approval by all

parties. Foods will be delivered fully cooked hot and ready for consumption. Foods will be transported in NSF approved food containers that meet or exceed Health Department Standards for hot and cold food holding. Foods will be delivered in bulk form for each class room to be portioned for service in room by Glencoe Park District Early Childhood staff. Disposable aluminum containers are available at .75 cents per container. Please note the NSF containers are not suitable for cutting foods. The high heat polycarbonate will be damaged by a knife tip. Replacement costs for cut and damaged containers is \$29.00 per pan and \$14.95 per lid.

Currently the staff and expense of portioning the foods is the responsibility of the schools. Hot holding equipment will be provided by Taste For Kids Inc if needed, at the school location to ensure foods are held at proper temperatures. The cold storage of food will be held in the current refrigeration space maintained and located at Glencoe Park District Early Childhood.

Taste for Kids Inc. will maintain appropriate permits with the County health Department for the kitchen space located at 1301 Clavey Rd Highland Park II 60035.

Taste for Kids Inc. will bill for service rendered on a monthly basis after services have been rendered, i.e. January's meals are billed and due in February. Terms are net payment due within 15 days. Invoices will be considered late after 30 days from date of invoice and may be subject to a late fee of \$50.00 and/or interest of 2% per month which ever is greater.

**SERVICE RECIPIENT's Fee.** In consideration of the services to be performed by the Service Provider, the Client agrees to compensate the Service Provider for the services rendered as follows:

Daily school Lunch meals provided Monday, Tuesday, Wednesday, Thursday and Friday according to the Schools published calendar. The client agrees to provide timely notice of any closures do to weather or other emergency closing. The client will only be charged for foods delivered. The volume of foods delivered will be calculated based upon the daily counts provided by the client. Adjustments are acceptable with 24 hours notice.

Any additional services not specified above, will be charged to Client on an hourly rate basis on Service Provider's standard hourly rate of \$40.00 per hour plus food costs or by a reviewed and approved estimate in advance.

**TERM.** This Contract will remain in effect for 12 months and includes the 2025 – 2026 school year including the 2026 summer camp program as needed, Dates to be provided by the Client as needed.

**MENUS.** Service Provider shall provide quality, affordable food to the students in the service location(s) at a reasonable cost as outlined in the description of service. All meals are Nut free to prevent allergy concerns our kitchen is nut free. **Notification of any additional allergies other than tree nut allergies is the responsibility of the client.**

Allergy or special dietary concerns should be provided in advance with the daily lunch counts to allow for menu planning and food preparation. We currently offer dairy free, egg free, gluten free and vegetarian food options. Taste for kids will work to develop any needed food options to accommodate special requests if possible, no additional fee is charged for allergy related menu items.

The Service Provider shall prepare food menus on a monthly basis and will be published in PDF format on the company website [www.tasteforkids.com](http://www.tasteforkids.com) prior to the start of the month.

**CLEANLINESS.** Service Provider shall keep the areas of operation clean, clear of waste, paper, garbage, combustible materials and obstructions, and to not cause or permit any noises or odors which would constitute a nuisance to emanate from the areas of operation.

**RETURN OF EQUIPMENT.** The Client shall return to the service provider at the expiration of this Contract the food service equipment furnished by the service provider in the condition in which received, except for ordinary wear and tear.

**INSURANCE.** Service Provider shall procure and maintain in full force and effect during the term of this Contract a general liability insurance policy in compliance with the minimum requirements or greater of state law. Client will be listed as an additional insured.

**LICENSE FEES AND TAXES.** Service Provider shall secure and pay for, all licenses and permits required for operation of the food service provided for hereunder, as well as pay all sales, excise or other business taxes attributable to the food service facilities herein. The costs of all such items shall be a direct cost of food service operation. The Client agrees to provide a copy of their Tax exempt letter.

**HEALTH DEPARTMENT COMPLIANCE.**

Service Provider shall work in compliance with county health department rules and regulations with regard to hygienic preparation and service and holding of food.

**INDEMNIFICATION.** Taste For Kids Inc. agrees to indemnify and hold Glencoe Park District Early Childhood harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against Glencoe Park District Early Childhood that result from the acts or omissions of Taste For Kids Inc. and/or Taste For Kids Inc.'s employees, agents, or representatives. Glencoe Park District Early Childhood will be a named insured on Taste For Kids commercial insurance policy.

**WARRANTY.** Taste For Kids Inc. shall provide its services and meet its obligations under this Contract in a timely and workmanlike manner, using knowledge and recommendations for performing the services which meet generally acceptable standards in Taste For Kids Inc.'s community and region, and will provide a standard of care equal to, or superior to, care used by service providers similar to Taste For Kids Inc. on similar projects.

**DEFAULT.** The occurrence of any of the following shall constitute a material default under this Contract:

**REMEDIES.** In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have Ten (10) days from the effective date of such notice to cure the default(s). Unless waived by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract. This contract may be cancelled by either party for cause with written 30 day notice.

**FORCE MAJEURE.** If performance of this Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the

obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lock-outs, work stoppages, epidemic, pandemic, quarantine or supplier failures. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased.

An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents, or affiliates.

- a. The failure to make a required payment when due.
- b. The insolvency or bankruptcy of either party.
- c. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application or sale for or by any creditor or government agency.
- d. The failure to make available or deliver the Services in the time and manner provided for in this Contract.

**ARBITRATION.** Any controversies or disputes arising out of or relating to this Contract shall be resolved by binding arbitration in accordance with the then-current Commercial Arbitration Rules of the American Arbitration Association. The parties shall select a mutually acceptable arbitrator knowledgeable about issues relating to the subject matter of this Contract. In the event the parties are unable to agree to such a selection, each party will select an arbitrator and the two arbitrators in turn shall select a third arbitrator, all three of whom shall preside jointly over the matter. The arbitration shall take place at a location that is reasonably centrally located between the parties, or otherwise mutually agreed upon by the parties. All documents, materials, and information in the possession of each party that are in any way relevant to the dispute shall be made available to the other party for review and copying no later than 30 days after the notice of arbitration is served. The arbitrator(s) shall not have the authority to modify any provision of this Contract or to award punitive damages. The arbitrator(s) shall have the power to issue mandatory orders and restraint in connection with the arbitration. The decision rendered by the arbitrator(s) shall be final and binding on the parties, and judgment may be entered in conformity with the decision in any court having jurisdiction. The agreement to arbitration shall be

specifically enforceable under the prevailing arbitration law. During the continuance of any arbitration proceeding, the parties shall continue to perform their respective obligations under this Contract.

**ENTIRE AGREEMENT.** This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.

**SEVERABILITY.** If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**AMENDMENT.** This Contract may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

**GOVERNING LAW.** This Contract shall be construed in accordance with the laws of the State of Illinois.

**NOTICE.** Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

**ASSIGNMENT.** Neither party may assign or transfer this Contract without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

Client: Glencoe Park District Early Childhood 999 Green Bay Rd, Glencoe, IL 60022

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Service Provider: Taste For Kids Inc. 1301 Clavey Rd, Highland Park IL 60035

By: \_\_\_\_\_ Date \_\_\_\_\_

Title: President.