



Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

Golf Operations Committee Meeting

December 11, 2019
5:30pm

~~Joe Doud Administration Building, 545 Academy Drive~~
Leisure Center Little Theatre, 3323 Walters Avenue, Northbrook, Illinois

AGENDA – AMENDED

- I. Call to Order – Chair Ziering; Members Schyman and Randel
- II. Recognition of Visitors
- III. Approval of Meeting Minutes
12/11.14 Golf Operations Committee Meeting of November 11, 2019
- IV. New Business
12/11.15 Consider License Agreement with Open Kitchens, Inc.
- V. Unfinished Business
12/11.16 Sportsman’s Country Club Design Development Review
- VI. Informational Items/Verbal Update
A. SCC Project Open House Saturday, December 14 from 1-3pm
- VII. Next Meeting – January 13, 2020 at 5:30pm, Joe Doud Administration Building, 545 Academy Drive
- VIII. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, The Northbrook Tower, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District’s ADA Compliance Officer, at the Park District’s Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.



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MEMORANDUM

To: Golf Operations Committee
 From: Greg Baron, Director of Golf Operations
 Agenda Item: 12/11.15 Consider License Agreement with Open Kitchens, Inc.
 Date: December 6, 2019

Staff Recommendation:

Staff recommends the approval of a five-year food and beverage License Agreement at Sportsman’s Country Club with Open Kitchens, Inc. of Chicago, Illinois, effective upon final completion of the restaurant space.

Background and Analysis:

In July, the District sent out a Request for Proposal (RFP) for Food and Beverage services at Sportsman’s Country Club. RFPs were sent out to 53 reputable food service providers for indoor and outdoor restaurant service at the clubhouse with breakfast, lunch, dinner and a full-service bar. The operation of the restaurant will be year-round, including on-course food services (food/beverage cart and halfway house) and catering services for special events.

An optional pre-submittal conference was held on August 1 and four interested firms attended. Vendors had the opportunity to present questions related to the RFP and our vision for future operations. Proposals were due on August 15 and three vendors submitted proposals. All three were given the opportunity to interview on September 10 with the Selection Committee which included Project Team staff, Board President Randel and Golf Operations Committee Chair Ziering. Discussions began with Food for Thought but ceased on November 1, 2019 when an agreement could not be reached. Open Kitchens, Inc. has been engaged in planning since that time with both teams finding goal alignment. The Selection Committee agreed that Open Kitchens, Inc.’s approach, food quality and menu concept will be a good fit.

Open Kitchens, Inc. has proposed to pay an escalating annual license fee that would be paid in equal monthly installments. The License Fee payments will commence after construction of the restaurant space has reached final completion. In addition to the license fee, they have committed to purchasing, at their costs, approximately \$100,000 in cooking and food equipment. The cooking equipment will become the property of the District at the end of the initial license term. Fourth- and fifth-year annual license fee will be mutually agreed upon prior to commencement of each year, respectively. Estimated amounts are included.

License	Year 1	Year 2	Year 3	Year 4	Year 5
License Fee	\$35,000	\$38,500	\$48,000	\$53,000	\$58,000

Open Kitchens, Inc. has been operating in the Chicagoland area for over 50 years and has successfully operated golf course restaurants for the last 35 years. Open Kitchens, Inc. currently provides food-related services at nearby Mt. Prospect Golf Club, Sunset Valley Golf Club and Palatine Hills Golf Course. Their references were all positive and the food prepared for their interview was highly regarded by our team.

Motion:

The Golf Operations Committee moves to approve the five-year food and beverage License Agreement with Open Kitchens, Inc. of Chicago, Illinois, effective upon final completion of the restaurant space to the full Board for approval.

Pc: Molly Hamer, Executive Director