

# Natural Resource Management For Freeport Park District Request for Proposals



1122 S. Burchard Ave.  
Freeport, IL 61032

Proposals are due by March 11, 2026, at 10:00 am:

Freeport Park District is accepting proposals for natural resource management within Freeport Park District. Areas include Oakdale Nature Preserve Park located at 4433 S. Cranes Grove Road, in Freeport, Illinois. Winter Park is located at Center Dr. Freeport, IL. Read Park is located at 1122 S. Burchard Ave. All questions concerning specific work to be done should be directed to Berin Jackson, Superintendent of Parks and Natural Resources at [bjackson@freeportparkdistrict.org](mailto:bjackson@freeportparkdistrict.org) or (815) 801-8709.

Freeport Park District reserves the right to reject any or all proposals, to waive technicalities, and to accept any proposal which it deems to be in the best interest of Freeport Park District.

## I. GENERAL CONDITIONS

### BASIS OF AWARD:

Selection of the Contractor will be based on the following considerations in order of importance:

1. Lowest Item Cost for estimated annual Natural Resource Management
2. References with preference awarded to references from Public Sector Agencies and/or Corporate Organizations served
3. Years of relevant experience

### WAGE RATES AND OTHER APPLICABLE CONDITIONS:

Freeport Park District understands that forest management practices are exempt from the Illinois Department of Labor's Prevailing Wage Requirements.

Bidders must comply with all other applicable federal, state and local laws, rules and regulations including but not limited to:

- DRUG FREE WORKPLACE ACT
- ILLINOIS HUMAN RIGHTS ACT
- ILLINOIS PESTICIDE ACT

### SUBCONTRACTORS:

The Contractor shall not employ any subcontractor, supplier or other person or organization, whether initially or as a substitute, against whom the Park District may have reasonable objection. The selected Contractor shall submit to Freeport Park District within ten (10) days after the receipt of proposals, a list of the names of Contractor's proposed subcontractors along with a description of the work to be performed by each.

**WORKING HOURS:**

Working hours are 7:00 AM to 5:00 PM Monday thru Friday. The Contractor cannot perform any work on Saturday or Sunday without written approval.

**INSURANCE:**

The successful contractor must provide the Park District with a certificate of general liability insurance in the amount of \$2,000,000 naming the Park District as additionally insured.

**CONTRACT TERM:**

This Agreement shall be for a one (1) year beginning **April 1, 2026**, and ending **March 30, 2027**.

**II. NATURAL RESOURCE MANAGEMENT SPECIFICATIONS****1. SITE SUMMARY**

**Oakdale Nature Preserve** is a natural area owned by the Freeport Park District. It is about 134 acres in size and has several plant community types including restored Tallgrass Prairie; Dry-Mesic and Mesic Upland Forests, Dry-Mesic Savanna; and Floodplain Forest.

See Appendix C for Plant Communities Map

**2. SCOPE OF WORK**

Management Areas – For the purpose of communication, Oakdale Nature Preserve has been divided into 2 Management Areas (North and South of Silver Creek)– there is approximately 40 acres of forest in each area. Prescribed burning will focus on either management area each year. 2026 will consist of forest area south of silver creek.

See Appendix B for Management Area Map

Contractor – All company employees will maintain a neat and professional image and use personal protective equipment requirements set forth in industry standards for forestry work. All vehicles will have the company name clearly displayed.

All herbicide applicators will be properly licensed by the state. Copies of pesticide licenses for all applicators must be submitted prior to the start of the season.

Product Information – Prior to any herbicide application, contractor will supply labels of all control products to be applied.

**3. LOCATION OF WORK**

The location of the work is in OAKDALE NATURE PRESERVE PARK, READ PARK & WINTER PARK

See Appendix A for Park Maps.

**4. INVASIVE SPECIES CONTROL**

Freeport Park District has contracted the removal of invasive plants for several years since a master plan for Oakdale was written in 2015. Continued control for light to medium populations of invasive plants may be required throughout the property each year. Removal of invasive plants should be done using herbicides

or mechanical methods accepted by the industry. Woody invasives can be treated during the dormant season.

Woody invasives include multiflora rose (*Rosa multiflora*) and bush honeysuckles (*Lonicera spp.*). Invasive herbaceous species primarily consist of garlic mustard (*Alliaria petiolate*), dame's rocket (*Hesperis matronalis*), and common burdock (*Arctium minus*).

## 5. PRESCRIBED BURNING

Controlled burns must be supervised by an Illinois Certified Burn Manager or an equivalent from another state. Fire as a management tool will take place each year. Acquiring the permits required for burning in Illinois is the Contractors responsibility. Several weather conditions and other criteria must be met before burning. Relative humidity, wind speed and direction, temperature, and recent precipitation play a large role in fire behavior and these parameters must be within acceptable ranges prior to setting a controlled fire. Prior to every burn, every effort must be made to protect sensitive trees, utility boxes, trail markers, bridges, or other structures within the proposed burn area.

## 6. WEED CONTROL SPECIFICATIONS

### Winter Park Prairie and Read Park Stream Bank Restoration Areas

#### A. General Requirements

Contractor shall provide all labor, equipment, herbicides, and materials necessary to control invasive and nuisance vegetation within designated prairie restoration and stream bank restoration areas.

Weed control shall be conducted as needed to ensure successful establishment of native vegetation and prevent re-infestation by invasive species.

All work shall comply with:

- Illinois Pesticide Act
- EPA label requirements
- Park District environmental policies
- Applicable IDNR and USACE regulations (where waterways apply)

#### B. Restoration Goals

Weed control is intended to:

- Reduce competition during native seed establishment
- Prevent dominance by invasive species
- Protect stream bank stability and water quality
- Support long-term ecological function of restored areas

#### C. Target Species

Control efforts shall focus on invasive and aggressive species including, but not limited to:

- Reed canary grass (*Phalaris arundinacea*)

- Canada thistle (*Cirsium arvense*)
- Common teasel (*Dipsacus fullonum*)
- Bush honeysuckle (*Lonicera spp.*)
- Garlic mustard (*Alliaria petiolata*)
- Purple loosestrife (*Lythrum salicaria*)
- Buckthorn (*Rhamnus cathartica*)
- Japanese knotweed (*Fallopia japonica*)
- Phragmites (*Phragmites australis*)

Additional species shall be treated as identified by the Owner or Restoration Manager.

#### **D. Weed Control Methods**

##### **a. Mechanical Control**

Mechanical methods may include:

- Mowing
- String trimming
- Cutting
- Hand pulling (small infestations only)

##### **b. Restrictions:**

- Mowing shall not occur below 8 inches during prairie establishment.
- Mechanical removal shall not disturb stream bank soils or cause erosion.

##### **c. Chemical Control**

Herbicide application may be required for effective control.

- Contractor shall use selective herbicides appropriate for target species.
- Aquatic-approved formulations shall be used within 25 feet of streams or wetlands.

##### **d. Approved application methods:**

- Spot spraying
- Wick application
- Cut-stump treatment
- Basal bark treatment (woody invasives)

Broadcast spraying is prohibited unless authorized in writing.

#### **F. Timing and Frequency**

Weed control shall be performed as needed throughout the growing season.

Typical schedule includes:

- **Early Spring:** Cool-season invasive control
- **Late Spring/Early Summer:** Thistle and broadleaf treatment
- **Mid-Summer:** Spot treatment and mowing if needed
- **Fall:** Reed canary grass and perennial invasive suppression

During the growing season a minimum of 3 visits for weed control should take place. The Superintendent of Parks and Natural Resources will determine when weed control is required. After contractor is contacted, work should take place within three weeks.

#### **G. Stream Bank-Specific Requirements**

Special care shall be taken to prevent:

- Herbicide drifts into water
- Soil disturbance leading to erosion
- Damage to installed erosion control fabric or live stakes

Only aquatic-labeled herbicides may be used within regulated riparian corridors. Contractor shall maintain bank vegetation coverage sufficient to stabilize soils.

#### **H. Disposal of Plant Material**

Removed invasive plant material shall be:

- Bagged and removed from site, or
- Properly disposed of by local regulations

Seed-bearing material shall not be left onsite.

#### **I. Contractor Qualifications**

Contractor shall provide:

- Licensed pesticide applicator certification (Illinois)
- Documentation of herbicides proposed
- Experience with prairie and riparian restoration projects

#### **J. Monitoring and Reporting**

Contractor shall submit a weed control log including:

- Date of treatment
- Target species
- Method used
- Herbicide product and rate

- Weather conditions
- Areas treated

Owner reserves the right to inspect work and require retreatment if weeds persist.

**K. Performance Standard**

Weed control shall be considered acceptable when:

- Invasive species cover is reduced to less than 10% in treated areas
- Native seedlings are not significantly damaged
- Stream banks remain stable with no increase in erosion

**7. BILLING & PAYMENT**

Freeport Park District will pay all undisputed invoices within 30 days of approval. Bills for services rendered shall be itemized. Billing shall be based on actual work completed. No invoices are to be submitted without the performance of work specificized in this proposal.

**8. SITE SUMMARY**

**Read Park** Centrally located in Freeport, Read Park offers 43 acres of recreational area. Read Park is the home of the Read Park Family Aquatic Center, complete with a zero-depth swimming pool, water slides, spray features, and a sand volleyball area. There is also an 11,000 square foot concrete skate park that features obstacles, ramps, rails, bowls and ledges.

**Winter Park** Originally constructed by local builder James Winter, to serve the neighborhood, the 7-acre park was gifted to the Park District to manage in 1995. The park now offers neighbors a 1/3-mile asphalt surfaced path, a small shelter, a playground, a backstop and a designated grow zone featuring native plantings, prairie vegetation, and no-mow grasses

**9. SCOPE OF WORK**

Read Park management area will consist of 640 sqft along the naturalized stream bank south of the Read Park Administration Center.

Winter Park management area will consist of approximately 3 acres of restored prairie.

**10. PRESCRIBED BURNING**

Controlled burns within Winter Park and Read Park must be supervised by an Illinois Certified Burn Manager or an equivalent from another state. Acquiring the permits required for burning in Illinois is the Contractors responsibility. Several weather conditions and other criteria must be met before burning. Relative

humidity, wind speed and direction, temperature, and recent precipitation play a large role in fire behavior, and these parameters must be within acceptable ranges prior to setting a controlled fire. Prior to every burn, every effort must be made to protect sensitive trees, utility boxes, trail markers, bridges, or other structures within the proposed burn area.

### **III. GENERAL DETAILS**

#### **1. EXAMINATION OF SITE**

Contractors shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles that may be encountered, and all other relevant matters concerning the work to be performed under this contract.

The Contractor to whom a contract is awarded will not be allowed any extra compensation by reason of any such matters of things concerning which the Contractor did not inform himself prior to submitting a proposal. The successful Contractor must employ, so far as reasonably possible as determined by Freeport Park District, such methods and means in the carrying out of his/her work as will not cause any interruption or interference with any other park programs or activities.

#### **2. DAMAGE TO PUBLIC OR PRIVATE PROPERTY**

Any damage of public or private property caused by the Contractor's operations shall be resolved by the Contractor with the property owner within ten (10) days after damage occurs and shall be resolved to the satisfaction of Freeport Park District. The Contractor shall inform Freeport Park District of any damage caused by the Contractor's operation on the day such damage occurs. Should the damage not be rectified within the time frame agreed upon or to the satisfaction of Freeport Park District, Freeport Park District reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damaged caused by the Contractor, and deduct these costs from any payment due the Contractor.

#### **3. PROTECTION OF EXISTING FACILITIES**

Existing facilities, including grounds, structures, landscaping and so forth shall be protected by the vendor. Any damage to existing facilities shall be reported to Freeport Park District and shall be repaired promptly by the vendor when ordered to do so by Freeport Park District at no cost to Freeport Park District. This includes ruts created by running equipment over lawn areas and damage to plants from over spray. All repairs of damage to existing facilities shall be made to the satisfaction of Freeport Park District. Failure to repair damage shall be just cause for withholding payment for work.

#### **4. CONTRACTOR'S REPRESENTATIVE**

Competent supervisory personnel who can communicate effectively with Park District staff shall always be present on the job. The supervisory personnel shall have full authority to act for the Contractor and receive and execute orders from

the Superintendent of Parks and Natural Resources or appointed representative. The Contractor shall properly schedule and train all its personnel. It is required that the supervisor be on site to ensure all work has been completed in a satisfactory manner. Freeport Park District reserves the right to have the contractor assign a new contact person, supervisor, and/or staff, for Freeport Park District's account if the current representative(s) are deemed unacceptable.

**5. ACCESSIBILITY OF CONTRACTOR**

Contractor shall supply cell phone numbers and daytime office numbers of supervisors handling this contract. The Contractor shall return all calls within one hour of Freeport Park District placing the call. On-site response time for complaints must be made within 24 hours of the initial call being made by Freeport Park District.

**6. WORKERS**

The Contractor is reminded that its employees are to work in a courteous and respectful manner. **Inappropriate behavior or examples of unproductive work effort will not be tolerated.** Freeport Park District has the right to request that a Contractor's employee be immediately removed from the work crew if the above behavior is exhibited.

**7. SAFETY**

The Contractor shall insure that all its employees or agents shall abide by all safety rules or regulations set by Freeport Park District as well as by general regulations and standards of the industry and in accordance with all applicable federal, state, and local regulations.

**8. TRESPASS ON LAND**

The Contractor shall confine his/her operations and storage of materials and equipment to the job site park. The Contractor shall exercise extreme caution so as not to trespass upon property of third parties not involved in the contract. If the Contractor is to enter upon the property of third parties in the execution of the work, he shall obtain written permission prior to doing so and submit evidence of said written permission to Freeport Park District.

**9. WORKING HOURS**

The Contractor shall work between the hours of 7:00 a.m. to 5:00 p.m. Monday through Friday. If work must occur outside of these working hours, the Contractor must request written permission from the Superintendent of Parks before the work begins.

**10. SUBLETTING CONTRACT**

It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract or his/her right, title, or interest therein, or his/her power to execute such contract, to any other person, firm, or corporation, without the previous written consent of an authorized representative of Freeport Park District; but in no case shall consent relieve the Contractor from his/her obligations or change the terms of the contract.

**11. DEFAULT**

The contract may be canceled or annulled by Freeport Park District in whole or in part by written notice of default to the Contractor upon nonperformance or violation of contract terms. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by Freeport Park District, shall constitute contract default.

**12. WORKMANSHIP**

Workmanship shall be of the highest standard in every respect. Workers must take care to ensure the least amount of disturbance to the sites, Park District staff members, and the general public.

**13. COSTS**

The undersigned hereby affirms and states that the prices quoted herein constitute the item cost to Freeport Park District for all materials and work involved in the respective items.

**14. EQUIPMENT CONDITION**

The Contractor is responsible for keeping all equipment in good, safe operating condition. All equipment will be kept in such conditions so that the gas/oil is not leaking.

**15. FUEL/OILING**

Spilling gasoline and oil kills plants. If any spill should occur the Contractor shall immediately commence the appropriate clean up in conformance with all applicable regulations. The Contractor shall be responsible for all costs associated with such a clean-up and restoration and/or reimbursement for any damages that may occur.

**PROPOSAL**

Prices shall include all chemicals, labor, and equipment needed for work as specified in sections I, II, and III of these documents.

**Company Information**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NATURAL RESOURCE MANAGEMENT UNIT COSTS**

<b>Item</b>	<b>Unit</b>	<b>Estimated Annual Need</b>	<b>Cost per Unit</b>
Prescribed Burning Read Park		1000 Sqft	\$
Prescribed Burning Winter Park	Acre	3 acres	\$
Prescribed Forest Burning Oakdale south of creek	Acre	40 acres	\$
Weed Control	Time & Material	6-10 acres	\$ /hr

The Freeport Park District is tax exempt, identification number E99931389

## REFERENCES

The Contractor must list at least four (4) references. Each listing should include the firm name, address, telephone number and contact person, for whom the Contractor has supplied services similar in scope to those provided in these specifications.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

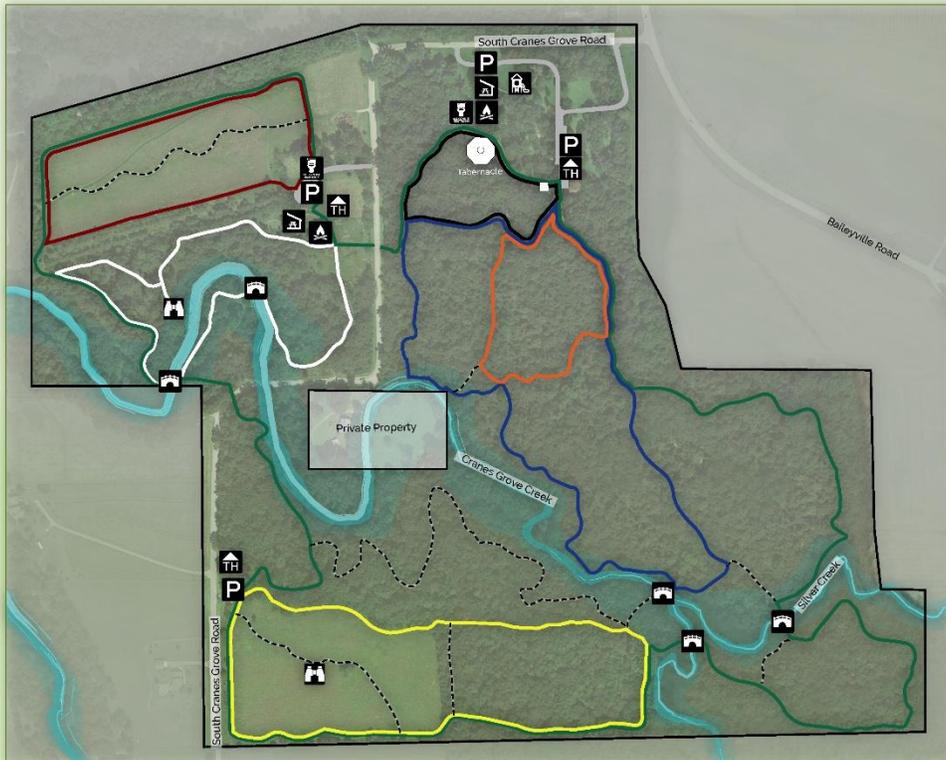
Phone # / Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Dates of Service (from – to): \_\_\_\_\_

APPENDIX A  
Location and Park Maps

# TRAIL MAP | Oakdale Nature Preserve Park



### Trail Rules & Etiquette

- Pets must be on leash
- Use only designated trails
- Helmets recommended for bicyclists
- Bicycles yield to foot traffic
- Bicycles prohibited when trails are wet or soft
- Be aware of oncoming trail users
- Announce yourself when approaching other users
- Trail bridges may be slippery when wet
- Motorized vehicles prohibited

### Winter Trail Use

- Do not snowshoe, ride or walk on ski tracks
- Walk on the side of the trail with no ski tracks
- Bike tires must be 3.7" or larger with 4 psi or less

### LEGEND

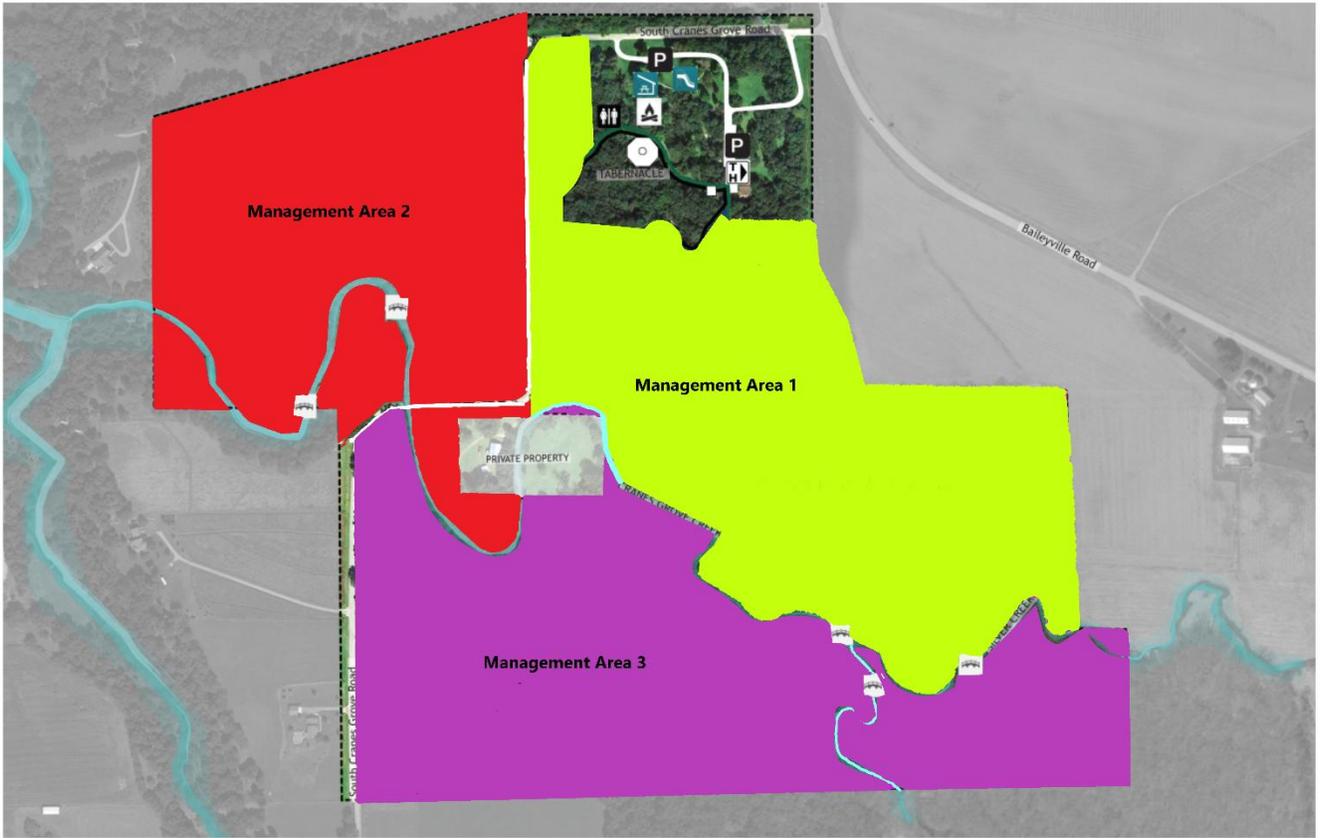
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	PERIMETER TRAIL	2.5 miles
	CRANES GROVE TRAIL	1.0 miles
	CLIFFSIDE FOREST LOOP	.7 miles
	BUSS LOOP TRAIL	.7 miles
	UPLAND FOREST TRAIL	.4 miles
	NEWELL PRAIRIE LOOP	.5 miles
	CONNECTOR TRAILS	

	TRAILHEAD		PLAY AREA
	PUBLIC PARKING		FIRE PIT
	RESTROOMS		PICNIC SHELTER
	OVERLOOK		PEDESTRIAN BRIDGE

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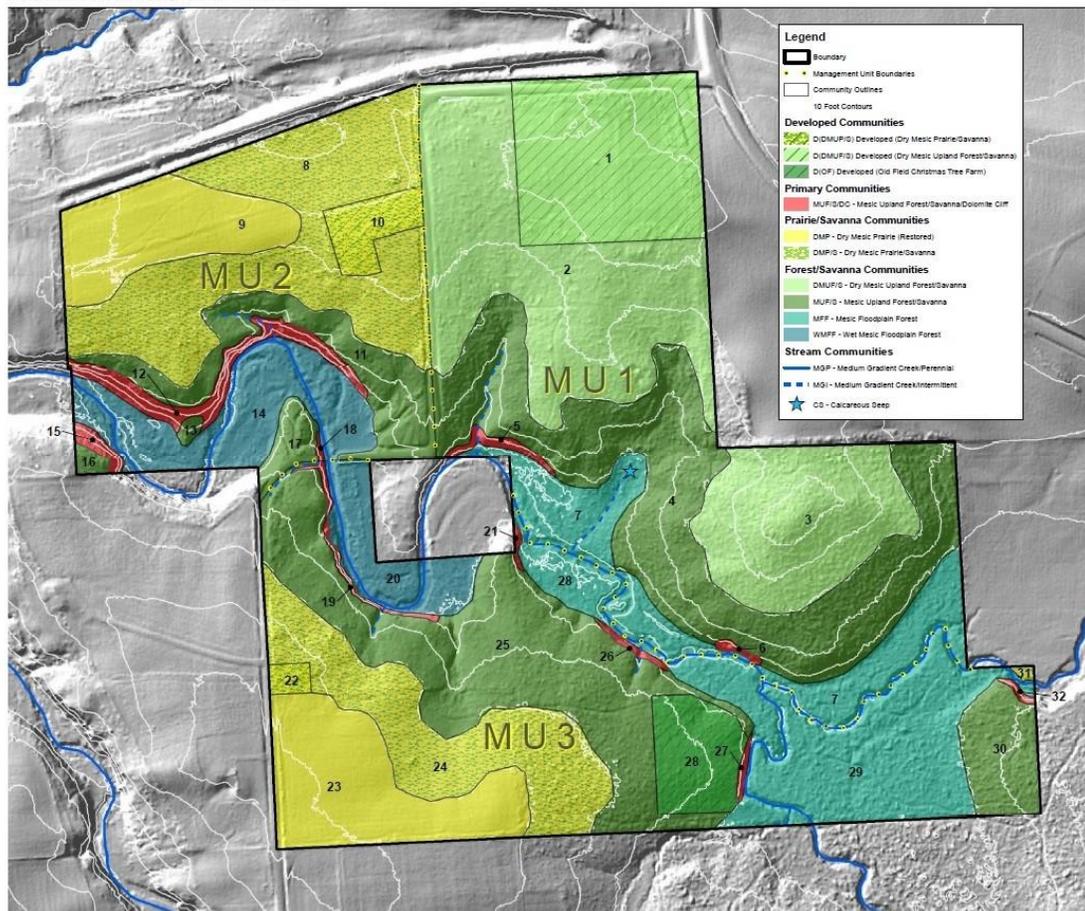


# APPENDIX B Management Areas



# APPENDIX C Plant Communities

Communities and Management Units Map



Communities & Management Units

Mgmt Unit / Community / Poly ID	Acres
<b>MU1</b>	<b>53.9</b>
Developed (Dry Mesic Upland Forest/Savanna)	8.6
1	8.6
Mesic Upland Forest/Savanna/Dolomite Cliff	0.4
5	0.3
6	0.1
Dry Mesic Upland Forest/Savanna	22.1
2	14.4
3	7.8
Mesic Upland Forest/Savanna	16.1
4	16.1
Mesic Floodplain Forest	6.7
7	6.7
<b>MU2</b>	<b>32.2</b>
Developed (Dry Mesic Prairie/Savanna)	1.4
10	1.4
Mesic Upland Forest/Savanna/Dolomite Cliff	1.9
12	1.6
15	0.3
18	0.0
Dry Mesic Prairie (Restored)	5.0
9	5.0
Dry Mesic Prairie/Savanna	12.7
8	12.7
Mesic Upland Forest/Savanna	5.7
11	4.5
13	0.1
16	0.2
17	0.9
Wet Mesic Floodplain Forest	5.6
14	5.6
<b>MU3</b>	<b>47.8</b>
Developed (Dry Mesic Prairie/Savanna)	0.3
22	0.3
Developed (Old Field Christmas Tree Farm)	2.6
28	2.6
Mesic Upland Forest/Savanna/Dolomite Cliff	0.7
19	0.3
21	0.1
26	0.1
27	0.1
32	0.1
Dry Mesic Prairie (Restored)	6.7
23	6.7
Dry Mesic Prairie/Savanna	7.8
24	7.7
31	0.1
Mesic Upland Forest/Savanna	15.9
25	13.4
30	2.5
Mesic Floodplain Forest	10.9
29	10.9
Wet Mesic Floodplain Forest	2.9
20	2.9
<b>Grand Total</b>	<b>134.0</b>



Project Location: Freeport, IL  
 Project Type: NRI  
 AES Project #: 15-0540  
 Mapped by: diana  
 Last modified: Sep 14, 2015



RATIO 17521 W Smith Rd  
 Brookfield, WI 53005

**Winter Park**



Read Park

