

DATE: February 2, 2026

MEMO TO: Sara Knizhnik, Chair
Operations Committee

FROM: Pati Vitt
Director of Natural Resources

RECOMMENDATION: Approve Change Order No. 1 to the Contract with Native Restoration Services, Inc. for the Lake Plain Invasive Plant Strike Team Project 2025, increasing the Contract Amount by \$53,652.62.

STRATEGIC DIRECTIONS SUPPORTED: Conservation; Leadership

FINANCIAL DATA: This project was approved as part of the adopted FY 2025 Budget and will be continued in 2026 with newly acquired grant funding. The change order will be funded by additional grant funds and charged to (i) The Illinois Department of Commerce and Economic Opportunity Energy Transition Community Grant Program (\$3,852.62), account 20514000-709000-64801, and (ii) the Fund for Lake Michigan/Private Foundation (\$49,800.00), account 69644000-709000-68006. The acquired grant funding will increase the contract amount by \$53,652.62 for a total Contract Price of \$199,289.10.

BACKGROUND: The Chiwaukee Prairie-Illinois Beach Lake Plain (the “Lake Plain”), situated along the Lake Michigan coast in Northeast Illinois and Southeast Wisconsin, contains high-quality coastal dune and swale habitat over 4,500 protected acres. As an ongoing project, these ecologically significant natural areas are protected and managed through the cooperation of multiple land stewardship agencies and groups, including the District.

As part of the project, the District previously entered into a contract with Native Restoration Services, Inc. to control a suite of 18 priority invasive plant species across approximately 350 populations within over 4,000 acres of high-quality, coastal natural areas within areas of the Lake Plain owned by multiple agencies and entities. This contract complements on-going habitat restoration work and expands the reach of an Early Detection and Rapid Response (EDRR) strategy at Spring Bluff Forest Preserve and adjacent natural areas. Working on an hourly basis, the contractor provides invasive plant management control, with the majority of the work occurring during the growing season.

The additional funding allows the District to pay Native Restoration Services for additional hours of work under the contract.

Under the District’s Purchasing Policy, the Committee may approve a change order that, when added to all other change orders to the contract, would increase the original contract price by less than 50%.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Purchasing Manager, Manager of Board Operations, and Corporate Counsel.

MOTION: Motion to approve Change Order No. 1 to the Contract with Native Restoration Services, Inc., for Lake Plain Invasive Plant Strike Team Project 2025 in substantially the form attached hereto, for the following reasons:

- a. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed.
- b. The Change Order is germane to the original Contract, as signed; and
- c. The Change Order is in the best interest of the District.

APPROVAL:

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____



CHANGE ORDER

Date: January 7, 2026
Purchase Order #: 20250295

Change Order #: 1
Original Contract Date: 04/15/2025

PROJECT INFORMATION

Project Number: 25011 Project Site(s) (Preserves): Chiwaukee Prairie Illinois Beach Lake Plain
Project Name: Lake Plain Invasive Plant Strike Team Project 2025

CHANGE IN CONTRACT PRICE

To the Contractor: **You are hereby authorized to make the following changes, subject to the Contract provisions:**
(attach additional pages as needed)

Item	DETAILED DESCRIPTION	PRICE
1	Additional funding acquired for restoration within the Chiwaukee Prairie Illinois Beach Lake Plain during the original Lake Plain Invasive Plant Strike Team contract period	\$ 53,652.62
2		\$ 0.00
	TOTAL	\$ 53,652.62
	ORIGINAL CONTRACT PRICE:	\$ 145,636.48
	Net Change of previous Change Orders (if any, list below): <i>** if no previous Change Orders, enter '0'</i>	\$ 0.00
		\$ 0.00
	Contract Price Prior to this Change Order: (as amended by previous Change Orders (if any))	\$ 145,636.48
	Total Amount of THIS Change Order:	\$ 53,652.62
	NEW CONTRACT PRICE:	\$ 199,289.10
	NET CHANGE: from Original Contract Price resulting from this Change Order and all previous Change Orders.	\$ 53,652.62
	PERCENTAGE OF NET CHANGE: from Original Contract Price resulting from this Change Order and all previous Change Orders.	36.84%

Change Order needs Committee approval if either of these conditions is met:
 ~ Original Contract is over the Competitive Bidding Threshold ("CBT") and this CO is 25%+ or CBT or more.
 ~ Original Contract is CBT or under and this CO pushes the New Contract Price to over CBT.
 ** Competitive Bidding Threshold is \$30,000 for work and \$60,000 for products.

CHANGE IN CONTRACT TIME

Original Contract Commencement Date: 04/15/2025 Original Completion Date: 03/31/2026
New Contract Commencement Date: 04/15/2025 New Completion Date: 11/30/2026

DETERMINATION

** Written Determination is required for changes of \$10,000 or more and/or time extension of 30 days or more

Owner's Department Director and/or Standing Committee(s) hereby determine (select all that apply (with an 'X')):


- The circumstances necessitating the Change Order were not reasonably foreseeable at the time the contract was signed;
- The Change Order is germane to the original Contract, as signed; and
- The Change Order is in the best interest of the Owner and is authorized by law.

This Written Determination and this Change Order shall (i) be preserved in the Owner's file for the Contract and open to the public for inspection and (ii) constitute the Written Determination required by 720 ILCS 5/33E-9.


LCFPD PROJECT MANAGER INFORMATION AND RECOMMENDATION

Department: Natural Resources Project Manager Phone #: (847) 276-5368

Project Manager: Belynda Alberte Project Manager Email: balberte@lcfpd.org


Belynda Alberte (Jan 7, 2026 11:50:10 CST)
Signature

LCFPD DEPARTMENT DIRECTOR APPROVAL

Pati Vitt 
Department Director Signature

CONTRACTOR INFORMATION AND APPROVAL

Contractor Name: Native Restoration Services, Inc.
Contractor Address: 403 Rockland Road, Suite 2, Lake Bluff, IL 60044
Contact (Name): Ryan Bovyn
Contact Phone#: (847) 347-4686
Contact Email: Ryanbovyn@NRS-lb.com

For Public Works contracts, Contractor also certifies that this Change Order will not cause or result in an increase in the price of any subcontract under the contract that is 50% or more of such original subcontract's price.

Ryan Bovyn 
Manager Signature

FOR OFFICE USE ONLY

Account Code(s): 2000-20514000-709000-64801
69644000-709000-68006

In AdobeSign:
Route to Project Manager, Director, Contractor
Add CC: Purchasing
If Committee approval needed, attach to recommendation
Attach into TCM in Munis