



**DATE:** April 6, 2026

**MEMO TO:** Sara Knizhnik, Chair  
Operations Committee

**FROM:** Pati Vitt  
Director of Natural Resources

**RECOMMENDATION:** Approve Change Order No. 2 to the Contract with Native Restoration Services, Inc. for the Lake Plain Invasive Plant Strike Team (LPIPST) Project, increasing the Contract Amount by \$72,135.03.

**STRATEGIC DIRECTIONS SUPPORTED:** Conservation; Leadership

**FINANCIAL DATA:** This project was approved in the adopted FY 2025 Budget and is expected to continue through FY 2026. The project was originally funded by a private donation. Since the original budget for the project was approved, the District has secured additional grant funding from the National Oceanic and Atmospheric Administration (NOAA), administered through the Illinois Department of Natural Resources Coastal Management Program, to fund the Natural Resource Specialist position responsible for Lake Plain Coordination and restoration activities under the LPIPST Project.

Because this grant now covers the Natural Resource Specialist position, the funds originally allocated for that role can be redirected to contractual services. Change Order No. 2 reflects this reallocation, ensuring restoration efforts in the Lake Plain can continue within the grant funding period. The change order will increase the contract amount by \$72,135.03 for a total Contract Price of \$271,424.13 and will be charged to account 69644000-709000-68006 Miscellaneous Contractuals.

**BACKGROUND:** The Chiwaukee Prairie-Illinois Beach 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. These ecologically significant natural areas are protected and managed through the cooperation of multiple land stewardship agencies and groups.

This project includes a contract with Native Restoration Services, Inc. to effectively and efficiently 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 the Chiwaukee Prairie-Illinois Beach Lake Plain. This contract compliments 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.

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

**MOTION:** Motion to approve Change Order No. 2 to the Contract with Native Restoration Services, Inc., for the Lake Plain Invasive Plant Strike Team Project 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.

**APPROVED:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_



**CHANGE ORDER**

Date: 03-31-2026

Change Order #: 2

Purchase Order #: 20250295

Original Contract Date: 04/15/2025

**PROJECT INFORMATION**

Project Number: 25011

Project Name: Lake Plain Invasive Plant Strike Team Project 2025

Project Site(s): Chiwaukee Prairie Illinois Beach Lake Plain  
(Preserves)

**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	The District obtained additional grant funding from NOAA (administered by the Illinois Department of Natural Resources Coastal Management Program) allowing for reprogramming of funds to provide funding for continued restoration within the Chiwaukee Prairie Illinois Beach Lake Plain during the Lake Plain Invasive Plant Strike Team Project contract period. Therefore, this Change Order provides for ~1645 additional hours @ \$43.84/hr (last year's price being honored for this additional work).	\$ 72,135.03
		\$ -
	<b>TOTAL</b>	\$ 72,135.03
	<b>ORIGINAL CONTRACT PRICE:</b>	\$ 145,636.48
	<b>Net Change of previous Change Orders (if any, list below):</b> <i>** if no previous Change Orders, enter '0'</i>	\$ 53,652.62
CO1	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
		\$ -
	<b>Contract Price Prior to this Change Order:</b> (as amended by previous Change Orders (if any))	\$ 199,289.10
	<b>Total Amount of THIS Change Order:</b>	\$ 72,135.03
	<b>NEW CONTRACT PRICE:</b>	\$ 271,424.13
	<b>NET CHANGE:</b> from Original Contract Price resulting from this Change Order and all previous Change Orders.	\$ 125,787.65
	<b>PERCENTAGE OF NET CHANGE:</b> from Original Contract Price resulting from this Change Order and all previous Change Orders.	86.37%

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@lcpfd.org](mailto:balberte@lcpfd.org)

**LCFPD DEPARTMENT DIRECTOR APPROVAL**



Pati Vitt, Director of Natural Resources Signature

**CONTRACTOR INFORMATION AND APPROVAL**

Contractor Name: Native Restoration Services, Inc.  
 Contractor Address: 403 Rockland Road, Sutie 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

**FOR OFFICE USE ONLY**

Account Code(s): 69644000-709000-68006

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