



**DATE:** March 6, 2025

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

Gina Roberts, Chair  
Finance Committee

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

**RECOMMENDATION:** Recommend approval of a Resolution awarding Contracts for Woody and Herbaceous Invasive Species Management 2025-2028 at Multiple Preserves to Integrated Lakes Management, Inc.; Native Restoration Services; Pizzo & Associates LLC; Red Buffalo Nursery; RES LLC; and V3 in a total amount not to exceed \$740,000.00 in Year 1.

**STRATEGIC DIRECTION SUPPORTED:** Conservation

**FINANCIAL DATA:** Under the proposed contracts, contractors would perform work on an as-needed basis in response to “work orders” issued by the District. Work orders will be developed by staff consistent with the adopted budget for each Fiscal Year during the contract term.

Funding for the work to be done in 2025 was approved as part of the adopted FY 2025 Budget in the total amount of \$740,000.00. Specifically, the funding comes from the Farm Management Fund (28644000-705100-62806) in the amount of \$100,000.00 and (28644000-705100-62803) in the amount of \$30,000.00, the Habitat Restoration Fund (11104100-803200-60004) in the amount of \$185,000.00, and the Ecological Land Management Fund (27644000-704800) in the amount of \$425,000.00. It is expected that up to \$800,000.00 will be budgeted and spent in FY2026, and up to \$800,000.00 will be budgeted and spent in FY2027. Additional funding may become available through donations or grants during the course of the contracts. These amounts would be added to the appropriate Fiscal Year budget.

**BACKGROUND:** Invasive plant management includes the removal of invasive plants from District lands to improve and conserve habitat quality. It is the most time-consuming task faced by District natural resources crews and is a significant challenge to habitat conservation. Therefore, to aid in accomplishing this work, each year the District also hires contractors on an hourly or per acre basis to complete several projects to manage woody and herbaceous invasive plants.

In August 2024, the Operations and Finance Committees gave staff policy direction to solicit competitive bids for combined multi-year contracts for both woody and herbaceous species control. Under this program, multiple contractors would be available to provide on-demand natural resource restoration work, on a per-hour or per-acre cost. This type of contract could be more efficient than entering into traditional, separate contracts each year.

Staff then prepared a bid package that sought bids for the control of both woody and herbaceous invasive species in a multi-year contract that covers multiple work sites distributed across four quadrants of the County. When services are needed, District staff will issue a work order to the contractor who was the low bidder for the relevant task in the applicable quadrant of the County. The contracts include the following tasks: invasive plant management (IPM), invasive plant management by utility task vehicle (IPM-UTV), foliar spray application (FSA), small invasive tree and shrub removal (SITS), and small invasive tree and shrub removal mechanically (SITS-MECH).

Staff recommends that the District award the contract to multiple contractors, to improve flexibility. The term of the contracts would commence on April 1, 2025 and continue through March 31, 2028. During this term, the District will issue work orders to contractors on an as-needed basis for work to be completed at one or more work sites. Contractors are required to accept and complete all work orders that are issued with at least 30 days' advance notice. If the District issues a work order with less than 30 days' notice, then the Contractor will have seven days to respond to and accept or reject such work order. If a Contractor does not accept the work order within seven days, then the District may withdraw the work order and proffer it to an alternate vendor.

The bid package was advertised on January 17, 2025, and bids were received from six bidders. Staff recommends that Integrated Lakes Management, Inc.; Native Restoration Services; Pizzo & Associates LLC; Red Buffalo Nursery; RES LLC; and V3 each be awarded a contract for invasive species management services.

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



**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING CONTRACTS FOR  
WOODY AND HERBACEOUS INVASIVE SPECIES MANAGEMENT 2025-2028  
AT MULTIPLE PRESERVES**

**WHEREAS**, the Lake County Forest Preserve District (the “District”) has advertised in The Lake County News-Sun for sealed bids for woody and herbaceous invasive species management services to be performed at multiple forest preserves on an as-needed basis in response to District work orders between April 1, 2025 and March 31, 2028 (the “Work”); and

**WHEREAS**, the bidding documents for the Work separated the Work into (i) type of work within each of the four geographic quadrants within Lake County, which types and quadrants are identified in the column titled “Project Work” in Exhibit A (each such type and quadrant is a “Work Portion”) and (ii) the contract year in which such Work Portion would be performed (each a “Work Year”), and invited bidders to provide a unit price bid for each Work Portion and Work Year (each a “Bid”); and

**WHEREAS**, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois on February 7, 2025 at 11:00 a.m. local time, and such bids are summarized on Exhibit A; and

**WHEREAS**, the District’s staff, the Purchasing Manager, the Director of Natural Resources, the Operations Committee, and the Finance Committee have reviewed the bids and recommend that the Board of Commissioners (i) finds that each bidder listed on Exhibit A (collectively, the “Bidders”) is a responsible bidder, and (ii) awards a contract to each such Bidder consistent with that Bidder’s Bid (each a “Contract”), which allows the Executive Director or their designee to issue work orders, as set forth in the Contract and this Resolution, to the lowest Bidder for each Work Portion (each a “Work Order”);

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

**Section 1: Recitals.** The recitals set forth above are incorporated as a part of this Resolution by this reference.

**Section 2: Award of Contracts.** A Contract for the Work is hereby awarded to each Bidder consistent with their Bid. Work shall be performed under such Contracts only pursuant to Work Orders issued in accordance with this Resolution.

**Section 3: Execution of Contracts; Issuance of Work Orders.** The Executive Director of the District is hereby authorized and directed to execute the Contracts for the Work. After execution of the Contracts, the Executive Director, of their designee, is authorized to issue Work Orders on an as-needed basis for any portion or portions of the Work in accordance with the Contracts’ terms, provided that: (i) sufficient funds have been budgeted and appropriated for the Work Order in the applicable Fiscal Year, and (ii) each Work Order shall be proffered first to the Bidder who Bid the lowest unit price for the relevant Work Portion and Work Year (each a “Low Bid”). Each highlighted bid on Exhibit A is a Low Bid. In the event that the Bidder who submitted the Low

Bid does not accept a Work Order in accordance with the Contract, then the Executive Director may proffer the Work Order to the Bidder who Bid the next-lowest unit price for the relevant Work Portion and Work Year, continuing until the Work Order is accepted in accordance with the Contract.

**Section 4: Payments.** The District Treasurer shall make payments under the Contracts only pursuant to and in accordance with the Contracts' terms.

**Section 5: Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2025

AYES:

NAYS:

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Jessica Vealitzek, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_

