1996 South Kirk Road, Suite 320, Geneva, Illinois 60134

Bill Lenert, President
Benjamin Haberthur, Executive Director

(630) 232-5980
Fax: (630) 232-5924
www.kaneforest.com

REQUEST FOR QUALIFICATIONS

URBAN ECOLOGY FIELD STATION

RFQ-FP-02-2526 **SEPTEMBER 4, 2025**

The Forest Preserve District of Kane County is seeking qualified firms for the professional design of an Urban Ecology Field Station at Arlene Shoemaker Forest Preserve. Design services will be in two (2) phases, and a maximum of (3) firms will be interviewed. Selection will be determined based on initial and post-interview evaluation scores.

HOW TO SUBMIT:	**www.kaneforest.bonfirehub.com**
QUESTIONS:	**Via Bonfire by September 19, 2025 at 12:00 p.m. CST**
ADDENDUM WITH ANSWERS:	**September 22, 2025 at 2:00 p.m. CST (if needed)**
SUBMISSION DEADLINE:	**September 25, 2025 at 4:00 p.m. CST (must submit online)**
INTERVIEWS CONDUCTED:	**October 8-9, 2025**
NEGOTIATIONS BEGIN:	**October 10, 2025**
CONTRACT AWARD DATE:	**November 10, 2025**
PROPOSAL REQUIREMENTS:	**15 pages maximum in PDF format via Bonfire (no paper submissions accepted)**
REQUIRED DOCUMENTS:	**Contact & Affidavit/Certification of Corporation**
	Formatted Proposal (per Section III of RFQ)
	Addendum Acknowledgement (if issued)
INITIAL EVALUATION CRITERIA:	**Completeness of Submission (10%)**
	Qualifications/Experience of Firm & Staff (50%)
	Project Approach (40%)
POST-INTERVIEW CRITERIA:	**Qualifications/Experience of Firm & Staff (50%)**
	Project Approach (50%)

PROJECT MANAGER: Jennifer Rooks-Lopez, Director of Planning & Land Protection