FOREST PRESERVE DISTRICT OF KANE COUNTY

PRESCRIBED BURN 7 PROJECTS WITHIN 6 FOREST PRESERVES

REQUEST FOR QUOTE FP-02-2526

September 4, 2025

PROJECT SCOPE:	**THE DISTRICT IS SEEKING QUALIFIED FIRMS TO CONDUCT CONTROLLED BURNS FOR 7 PROJECTS WITHIN 6 PRESERVES. EACH PROJECT WILL BE AWARDED INDIVIDUALLY.**
TIMEFRAME:	**FALL 2025 OR SPRING 2026**
COMPLETION TIME:	**4/15/2026 DEADLINE**
CERTIFICATE OF INSURANCE REQUIREMENTS	**NAMING THE FOREST PRESERVE DISTRICT OF KANE COUNTY AS ADDITIONAL INSURED WITH ENDORSEMENTS (PER SECTION VI OF DRAFT CONTRACT)**
QUOTE DUE DATE:	**SEPTEMBER 18, 2025 at 2:00PM CST VIA BONFIRE**
QUESTIONS:	**VIA BONFIRE THROUGH 2PM CST ON SEPTEMBER 15.**
PROJECT MANAGER:	**JASON JOHNSON, NATURAL RESOURCE MANAGER**

PROJECT SPECIFICATIONS

PRESCRIBED BURN

1.0 GENERAL

1.1 PROJECT OVERVIEW

See **Project Overview** at "Defined Terms" page, attached hereto. Defined terms appear in bold herein.

1.2 BASIS OF PAYMENT

This work shall be paid for on a total not-to-exceed basis. The proposed price shall include all material, equipment, and labor necessary to complete the work. The District shall pay 100% of the contract once the overall performance standard stated herein is achieved.

1.3 PROJECT DEADLINE

All work on this project must be complete by the **Project Deadline**.

1.4 CONTRACTOR QUALIFICATIONS

The Contractor shall have a valid Illinois Environmental Protection Agency Open Burning Permit, as well as any local permits required. Notification of Fire Department and Law Enforcement Agencies is the responsibility of the Contractor. All workers under the Contractor's supervision shall have successfully completed the National Wildfire Coordinating Group S130/190 training courses or the Chicago Wilderness Midwest Ecological Prescription Burn Crew Member training course. The Burn Boss shall be certified by the Illinois Department of Natural Resources as a Prescribed Burn Manager. Copies of all burn permits and Prescribed Burn Manager certifications must be provided to the District prior to the commencement of any field work. The Contractor shall be able to provide the specified equipment and manpower to successfully complete all phases of the job(s) in the time frame indicated herein. The Contractor must also be able to demonstrate that they have previously conducted burns of similar complexity and in similar fuel types.

2.0 MATERIALS

2.1 MACHINERY

a) All equipment and work clothing, including boots, shall be clean and free of any seeds prior to entering or leaving work area to prevent the spreading of invasive species within and among job sites and other areas where the Contractor may have worked. Large machinery must be inspected by Project Manager prior to unloading from the trailer at the project location and be found to be clean and free of weed seeds.

b) Project Manager is not immediately available to inspect equipment. Therefore, the Contractor shall coordinate equipment inspection times and locations at least 24 hours in advance.

2.2 TOOLS

a) Fire will be controlled using hand tools and water pumps. This includes the use of flappers, rakes, McLeods, drip torches, chain saws, leaf blowers, and backpack pumps.

b) Water pumps mounted on ATVs are permitted.

c) A wildland fire engine, other water-delivery system, or other locally appropriate fire suppression equipment shall be on site during the burn.

d) Contractor is responsible for providing all water required to suppress the fire.

e) Fire will be ignited by dripping a mixture of diesel and gasoline from a drip torch.

2.3 PRESCRIBED BURN PLAN

a) The Contractor will submit, within 10 working days of acceptance of the bid, a Prescribed Burn Plan to the District for the District's review/approval.

b) The District must receive a copy of the burn plan at least two weeks before the scheduling of the burn.

c) The Contractor will be responsible for the writing of the prescribed burn plan in accordance with all requirements of the Illinois Prescribed Burning Act and the Illinois Smoke Management Plan including, but not limited to, the following items: Notification requirements, Burn area, Fire breaks, Burn sequence specific to each unit, Water source and amount, Equipment to be used, Evidence of Liability Insurance, etc.

d) The Contractor will also keep a log of all notifications to the required Fire Department and Law Enforcement Agencies.

2.4 BURN REPORT

a) The Contractor will submit, within 10 working days after conducting the burn, a Prescribed Burn Report to the District.

b) The report shall contain information specific to the burn, including the date conducted, time started and ended, number of staff present, weather conditions during the burn, and percent of unit blackened.

2.5 SAFETY EQUIPMENT

The Contractor shall ensure that the following safety equipment is available at the project site at all times for personnel involved in this project:

- First Aid Kit
- Portable emergency eye wash station
- All required Personal Protective Equipment (PPE)

It shall be the responsibility of the Contractor to adhere to all applicable District and OSHA safety regulations and guidelines while carrying out activities related to this project.

The Contractor and its crew and fire observers will be equipped with the following PPE: Fire retardant clothing, hardhat, face protectors, leather boots, and leather gloves.

Burning must be supervised by the Contractor until all fire is extinguished.

2.6 PROJECT SPECIFICATIONS

The Contractor shall have a copy of these Project Specifications, with attachments, available at the project site at all times.

3.0 EXECUTION

3.1 PROJECT TIMEFRAME

a) The Contractor is required to coordinate burn with the **Project Manager**. The **Project Manager** must be given a 24-hour notice prior to the start of any work including the construction of fire breaks.

b) Burn must be conducted before the **Project Deadline**.

3.2 BURN BREAKS

a) Fire breaks will be utilized to stop the fire from burning non-target areas and must be constructed prior to ignition.

b) Fire breaks shall be constructed using hand tools, hand held power tools, or mowers. Mowers may be walk-behind or tractor mounted. No soil shall be disturbed in the creation of any fire break.

3.3 GENERAL CONDITIONS FOR BURNING

a) Burning shall typically be conducted between 10:00 AM and 3:00 PM with a temperature between 32-75 degrees Fahrenheit. The relative humidity must be between 25-65% and the wind speed must be less than 10 miles per hour.

b) The preceding weather conditions are to be considered as guidelines. The contractor shall describe a more specific set of parameters for each unit. No more than two of these parameters may approach the more flammable end of the range.

c) Burning is not permitted when the Kane County Health Department has determined that inversion conditions exist or an ozone alert is in effect.

d) The District shall have the final say for proceeding or stopping any prescribed burns along with designating areas or hazards that may need complete mop up. The goal of mop up shall be to ensure no re-ignition or smoke leaving the burn unit creating adverse

conditions affecting roadways and or adjacent neighbors. The degree of mop up may be influenced by current or anticipated weather conditions.

3.4 COMMUNICATION

a) The **Project Manager** must be given a 24-hour notice prior to the start of any work.

b) The Contractor's foreman shall attend progress meetings at times and locations designated by the **Project Manager** to discuss work progress and other issues.

c) The **Project Manager** reserves the right to restrict the Contractor's access to the **Project Area** with 24-hours' notice.

d) The District reserves the right to cancel a burn for any reason, including the weather, the changing of the season, insufficient insurance coverage, or problems with the burn plan.

e) The Project Manager will provide a list of individuals for the Contractor to notify prior to ignition including the local dispatch and fire department as well as close neighbors.

f) The **Project Manager** must be immediately notified in the event of any of the following occurrences: fuel spillage, any personal injury or death related to work, or damage to District facilities. In the event of such occurrences, the appropriate incident reports shall be filed by the District with the assistance of the Contractor within the required filing period.

3.5 SIGNAGE

The Contractor must notify residents and motorists within ¼-mile radius from the **Project Area** by posting professionally made signs. Signs must measure no smaller than 36" x 36" and contain wording such as "Prescribed Burn Ahead", "Caution Smoke" or similar wording as approved by the District.

3.6 ACCESS

The Contractor shall limit vehicular access to paved roads or to routes approved by the **Project Manager**.

3.7 PERFORMANCE STANDARD

The Contractor shall contact and schedule a final on-site meeting with the **Project Manager** when the Contractor assesses that they have achieved the **Performance Standard**. The percent burned will be assessed during a joint meeting with the **Project Manager** and the Contractor no less than 10 days after the burn (which shall occur no later than the **Project Deadline**). If the **Performance Standard** is not met, then the Contractor will be responsible for additional attempts until the burned area is sufficient. The Contractor is responsible for any expenses which the District may incur as a result of inadequate treatment where follow-up is required to meet the **Performance Standard**.

4.0 REPORTING

The Contractor shall submit a Prescribed Burn Report to the District within ten working days of completion of the burn. The Burn Report shall comply with the reporting standards of Section 1565.60 of the Illinois Prescribed Burning Act.

5.0 DAMAGES

5.1 DAMAGES – General

The Contractor shall be held solely responsible for any claims of damages, foreseen or unforeseen, resulting from the performance of the Contract, including, but not limited to, the following damages.

5.2 DAMAGE TO TURF

Repairs for damage to turf grass by machinery operated by the Contractor shall be the sole responsibility of the Contractor. Repairs include, but are not limited to, filling ruts, adding soil, gill raking, hand raking, leveling, and seeding or installing and watering sod.

5.3 PAVED SURFACES

The Contractor shall not damage roadway surfaces, parking areas, trails, or roadway shoulders with machinery used on this project. Repair of any and all damaged roadway, shoulder, or parking area asphalt or gravel base is the sole responsibility of the Contractor and shall be performed in accordance with IDOT and ASTM paving standards.

5.4 DAMAGE TO ADJACENT LANDS

The Contractor shall not cross the established limits of the **Project Area** to limb, trim, apply herbicide to, or otherwise remove trees, brush, vines, or obstructions from property adjoining District property. If damage to private property occurs as a result of the Contractor's operations, then the Contractor shall pay any and all damages.

DEFINED TERMS – PROJECT 1

Project Overview: This project seeks to conduct four prescribed burns across approximately 4.9 acres of the Bowes Creek Greenway located along Centennial Way and Tournament Drive in Elgin, IL (see attached **County Locator Map**). Burns will be conducted to aid in the maintenance of natural processes, restore soil fertility, increase seed germination and control invasive woody species. The burns will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn units. It will be the Contractor's responsibility to write burn plans and conduct the burns in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in each of the four units of the Project Area. Burn coverage is defined as area that is black and has had all 1-hour fuels burned off and removed.

Project Area: Units B1, B2, B6, and B7 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

Call Numbers:

A local burn permit is required within Elgin Fire District

Local Dispatch: Elgin Dispatch: 847-289-2700

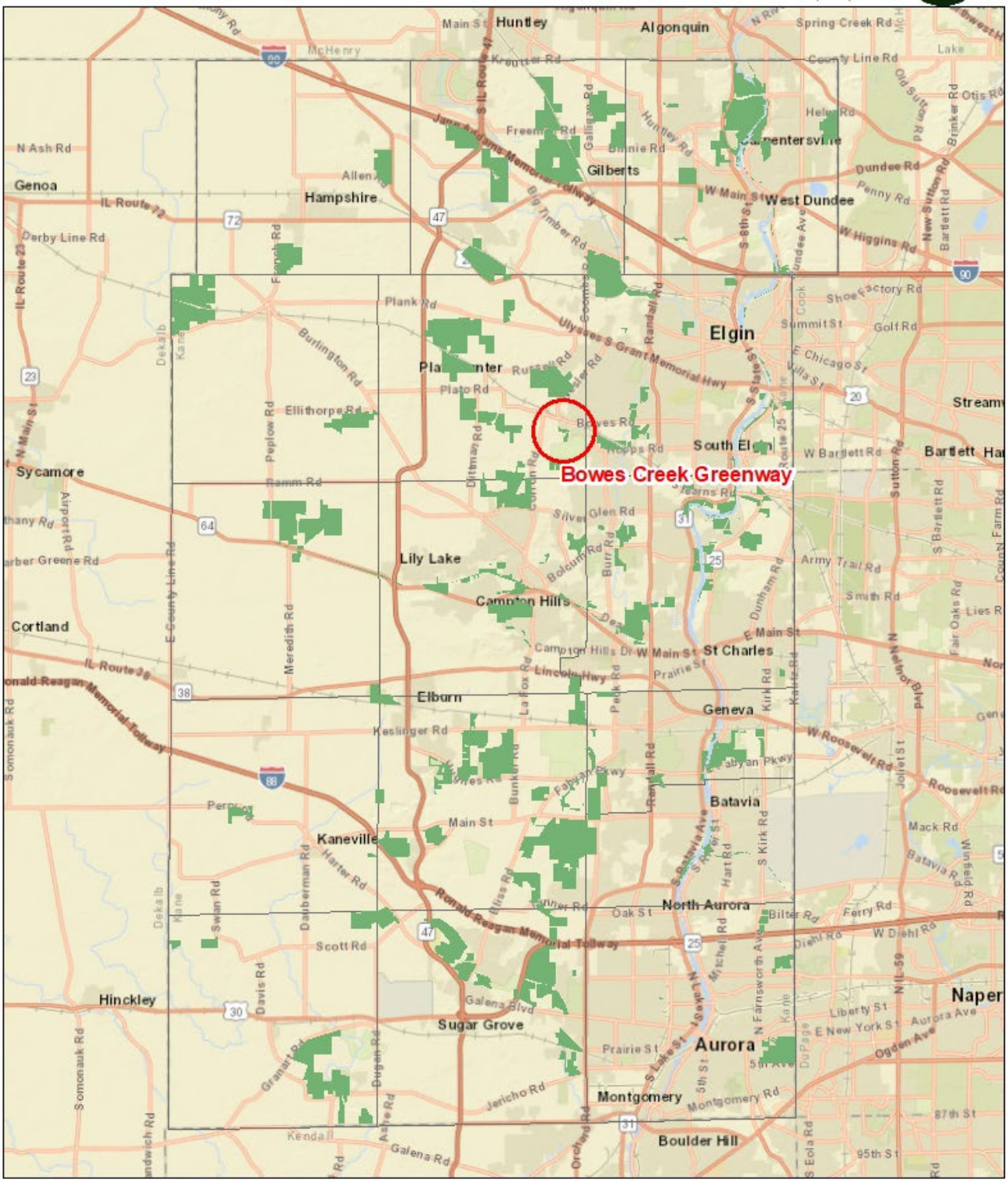
Fire Department: City of Elgin Fire Prevention Bureau: 847-931-6175

Prescribed Burn Units
Bowes Creek Greenway - Project 1

Map Created August 2025; 2024 Air Photo

PROJECT AREA MAP

Bowes Creek Greenway
County Locator Map



Map Created August 2025; ESRI Basemap

COUNTY LOCATOR MAP

DEFINED TERMS – PROJECT 2

Project Overview: This project seeks to conduct one prescribed burn across approximately 5.5 acres of the Bowes Creek Greenway located along Centennial Way and Tournament Drive in Elgin, IL (see attached **County Locator Map**). Burns will be conducted to aid in the maintenance of natural processes, restore soil fertility, increase seed germination and control invasive woody species. The burns will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn units. It will be the Contractor's responsibility to write burn plans and conduct the burns in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in each of the four units of the Project Area. Burn coverage is defined as area that is black and has had all 1-hour fuels burned off and removed.

Project Area: Unit B8 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

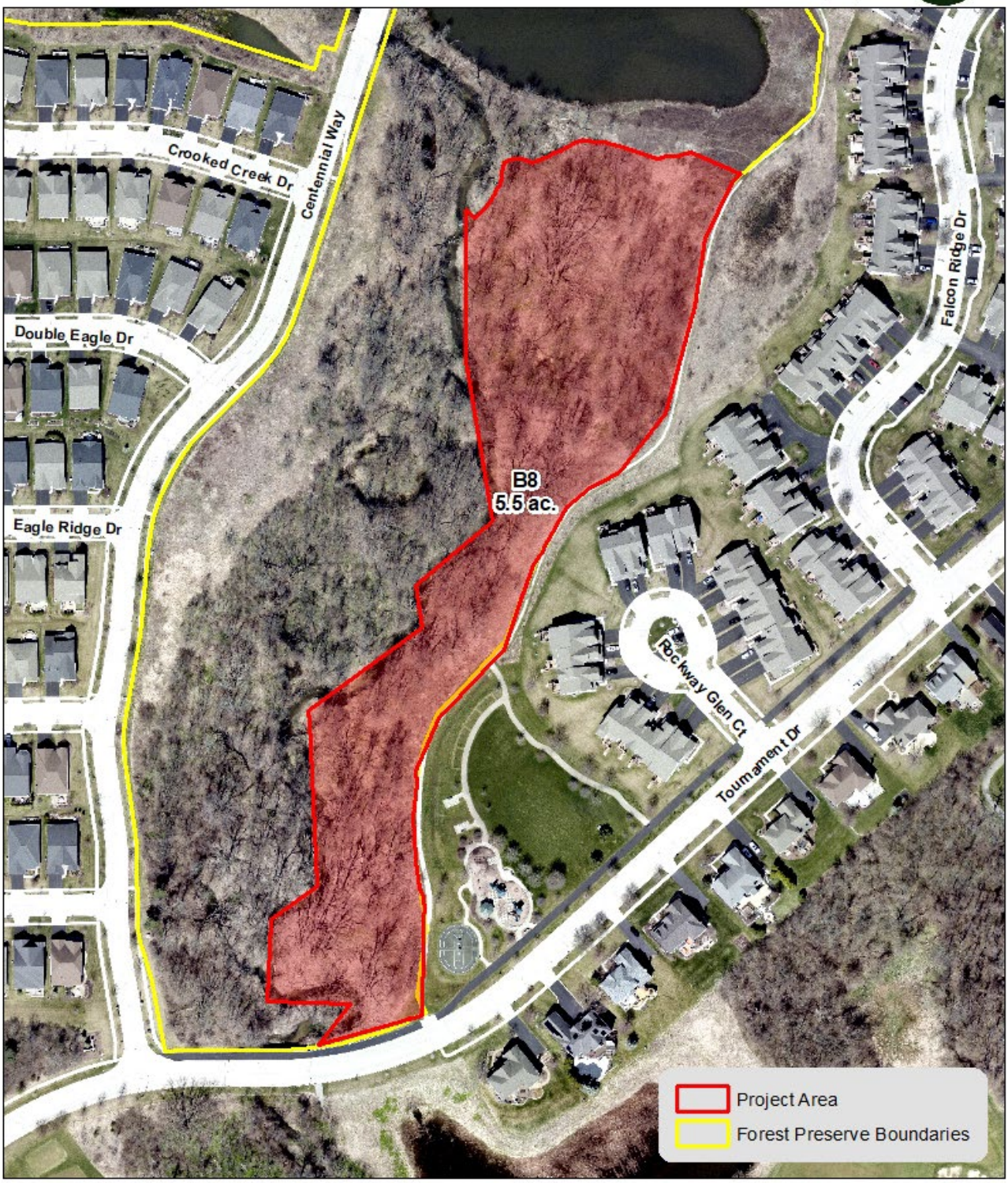
Call Numbers:

A local burn permit is required within Elgin Fire District

Local Dispatch: Elgin Dispatch: 847-289-2700

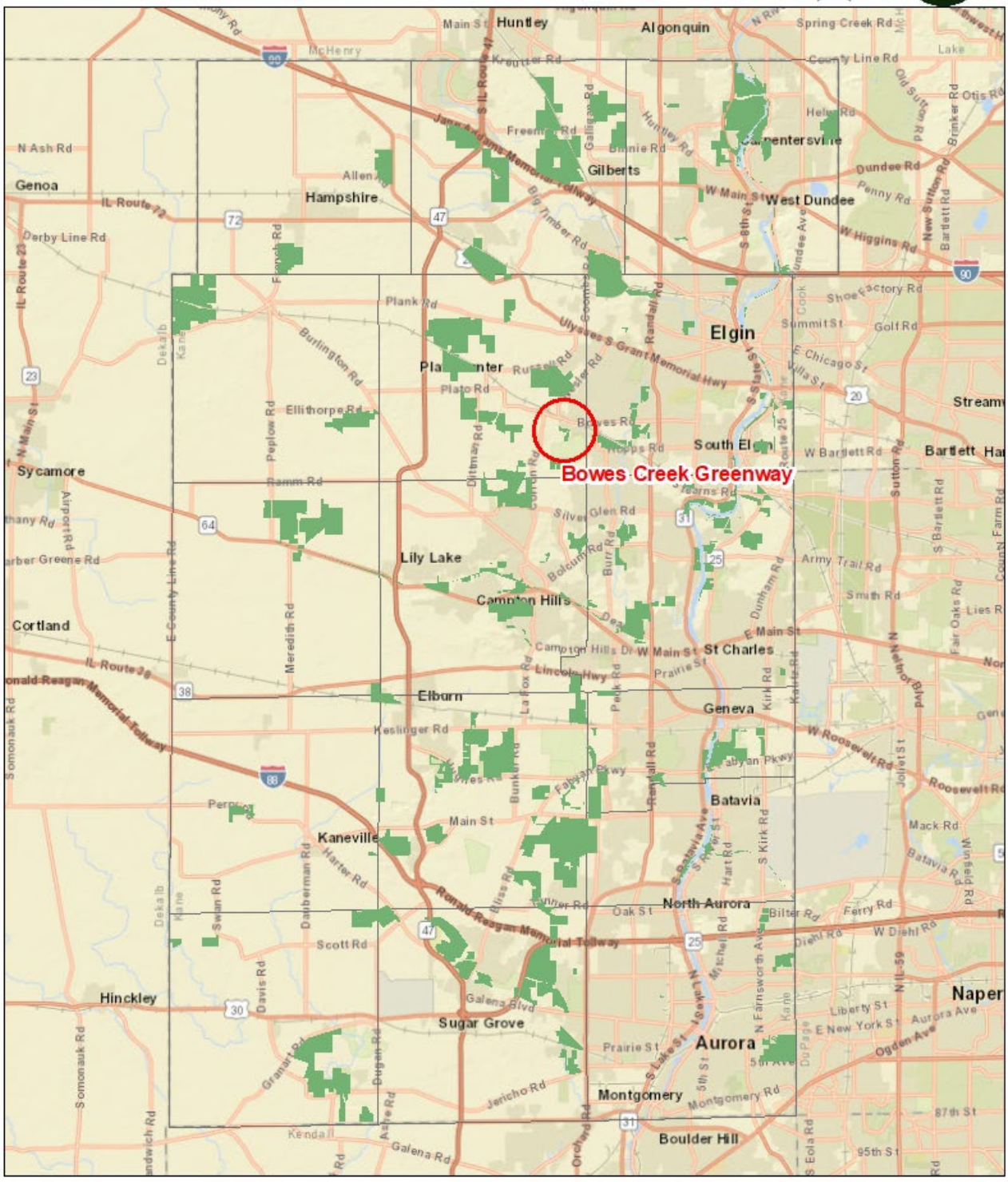
Fire Department: City of Elgin Fire Prevention Bureau: 847-931-6175

Prescribed Burn Units
Bowes Creek Greenway - Project 2



PROJECT AREA MAP

Bowes Creek Greenway
County Locator Map



Map Created August 2025; ESRI Basemap

DEFINED TERMS – PROJECT 3

Project Overview: This project seeks to conduct one prescribed burn across approximately 35 acres of the Bolcum Road Wetlands Forest Preserve in St. Charles, IL (see attached **County Locator Map**). The goal of this project is to control remove cattail duff and aid in the restoration of the wetland. The burn will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn unit. It will be the Contractor's responsibility to write a burn plan and conduct the burn in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in the Project Area. Burn coverage is defined as area that is black and has had all 10-hour fuels burned off and removed.

Project Area: Unit B2 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

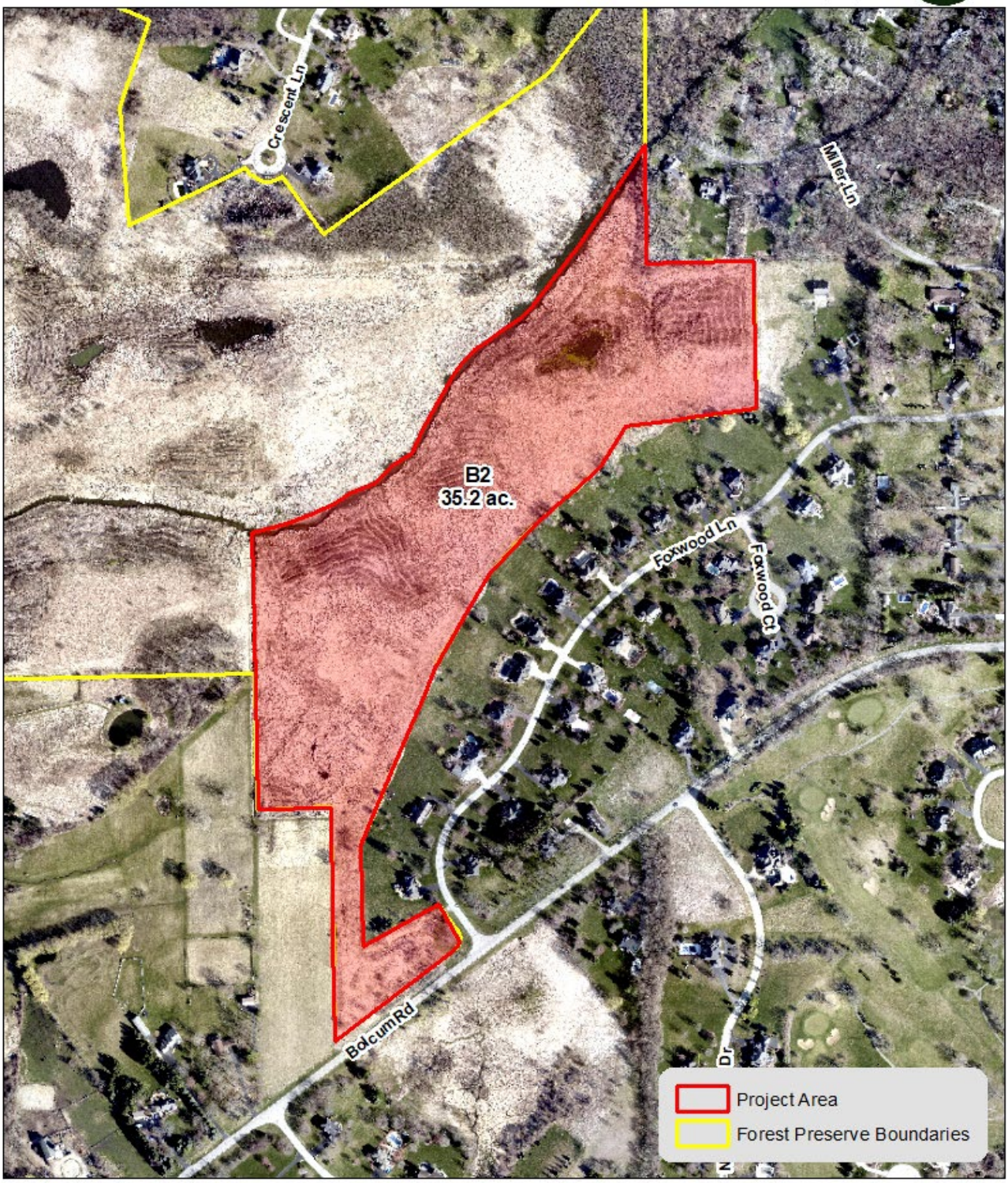
Call Numbers:

A local burn permit is required within Fox River and Countryside Fire District

Local Dispatch: Kane Com 630-232-8400

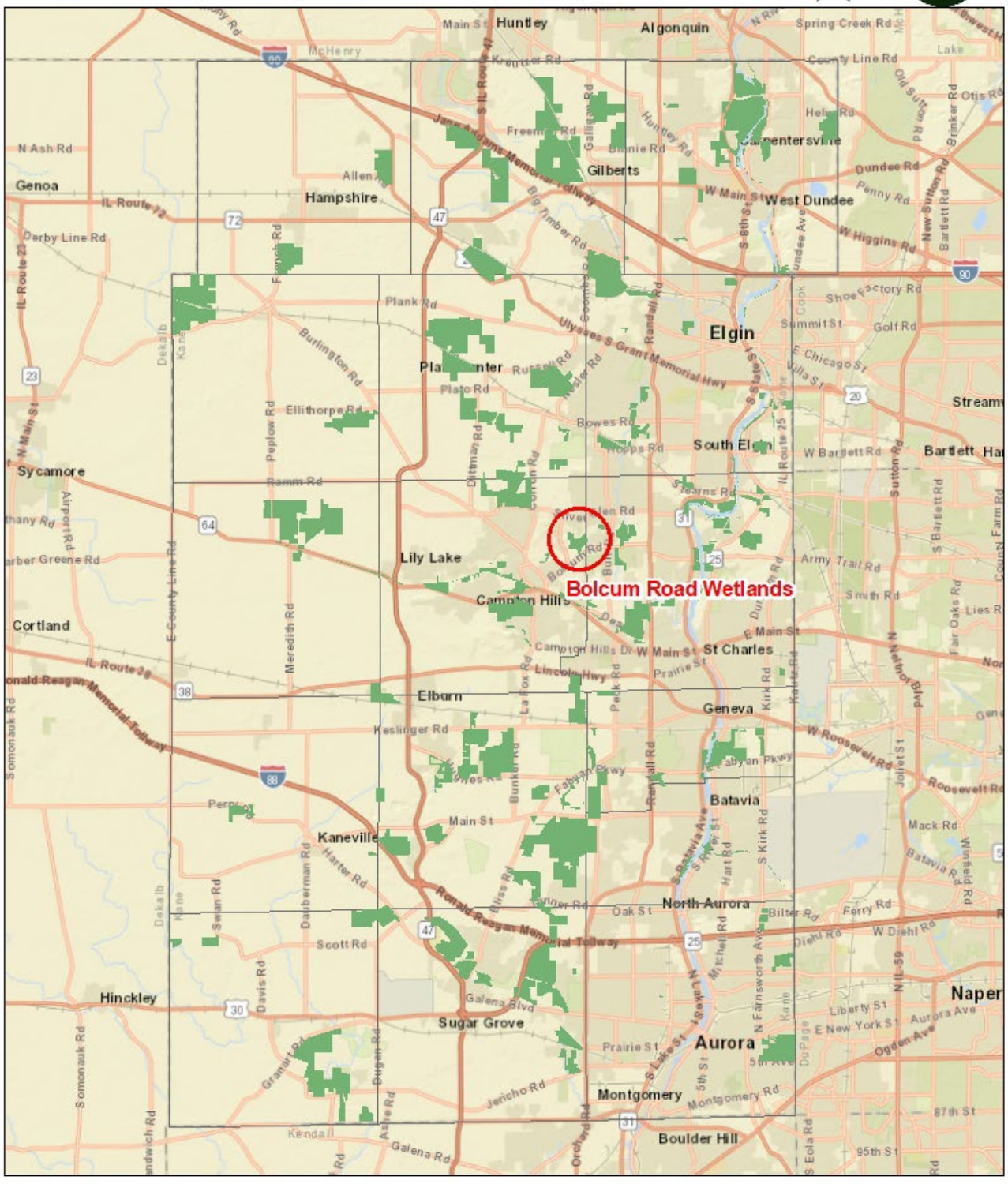
Fire Department: Fox River and Countryside Fire Department: 630-584-3473

Prescribed Burn Units
Bolcum Rd Wetlands - Project 3



PROJECT AREA MAP

Bolcum Road Wetlands
County Locator Map



Map Created August 2025; ESRI Basemap

DEFINED TERMS – PROJECT 4

Project Overview: This project seeks to conduct one prescribed burn across approximately 35.1 acres of the Braeburn Marsh Forest Preserve in Batavia, IL (see attached **County Locator Map**). The goal of this project is to control remove cattail duff and aid in the restoration of the wetland. The burn will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn unit. It will be the Contractor's responsibility to write a burn plan and conduct the burn in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in the Project Area. Burn coverage is defined as area that is black and has had all 10-hour fuels burned off and removed.

Project Area: Unit B2 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

Call Numbers:

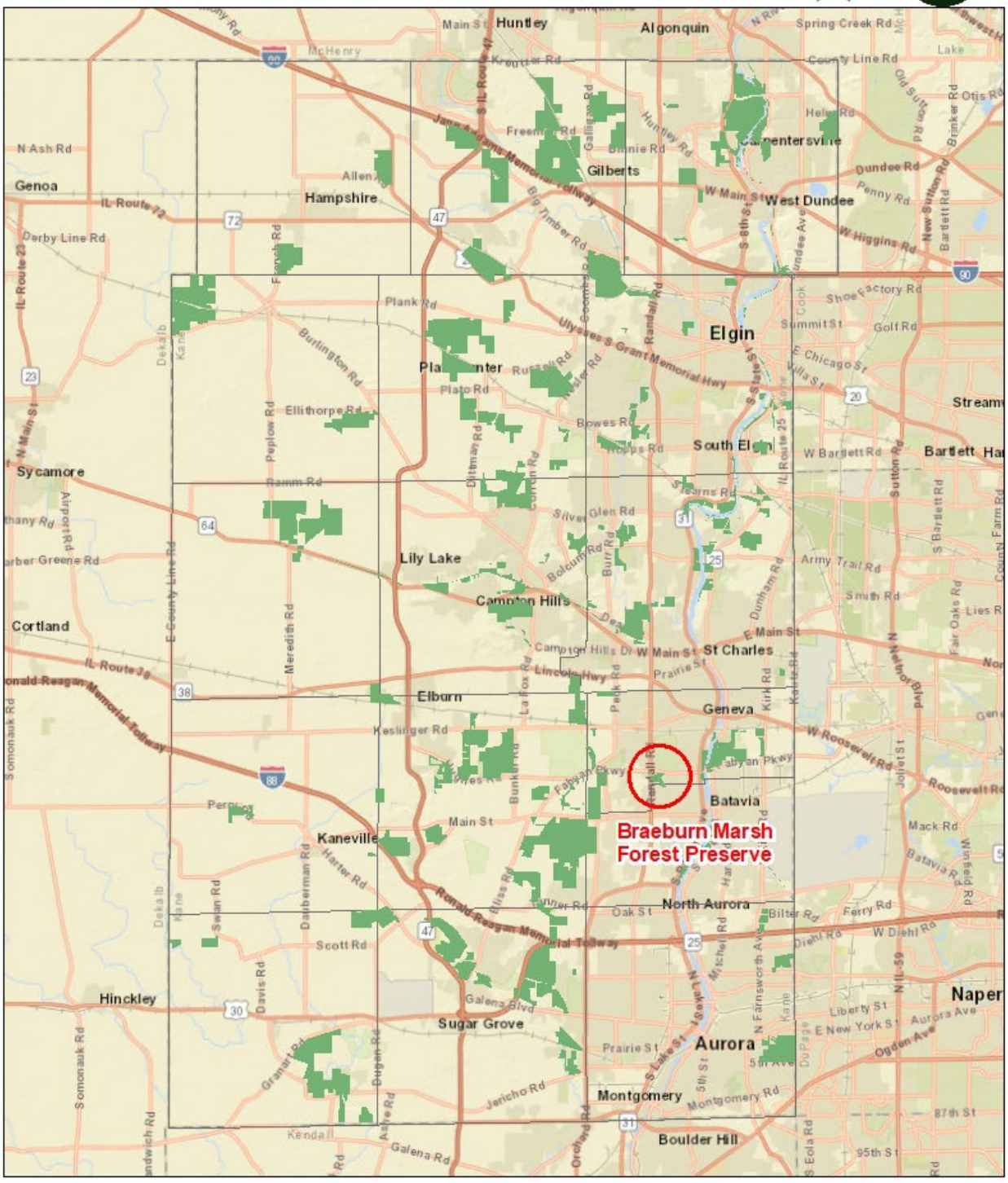
Local Dispatch: Tri Com 630-232-4739

Fire Department: Batavia Fire Department: 630-879-1404

Prescribed Burn Units
Braeburn Marsh Forest Preserve - Project 4

PROJECT AREA MAP

Braeburn Marsh Forest Preserve
County Locator Map



COUNTY LOCATOR MAP

DEFINED TERMS – PROJECT 5

Project Overview: This project seeks to conduct one prescribed burn across approximately 15 acres of the Chicago Premium Outlets Forest Preserve in Aurora, IL (see attached **County Locator Map**). The goal of this project is to control remove cattail duff and aid in the restoration of the wetland. The burn will also reduce biomass and fuel load to provide safety for the adjacent neighborhood.

The project area is located next to a commercial area and a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn unit. It will be the Contractor's responsibility to write a burn plan and conduct the burn in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in the Project Area. Burn coverage is defined as area that is black and has had all 10-hour fuels burned off and removed.

Project Area: Unit B4 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

Call Numbers:

A local burn permit is required within Aurora Fire District

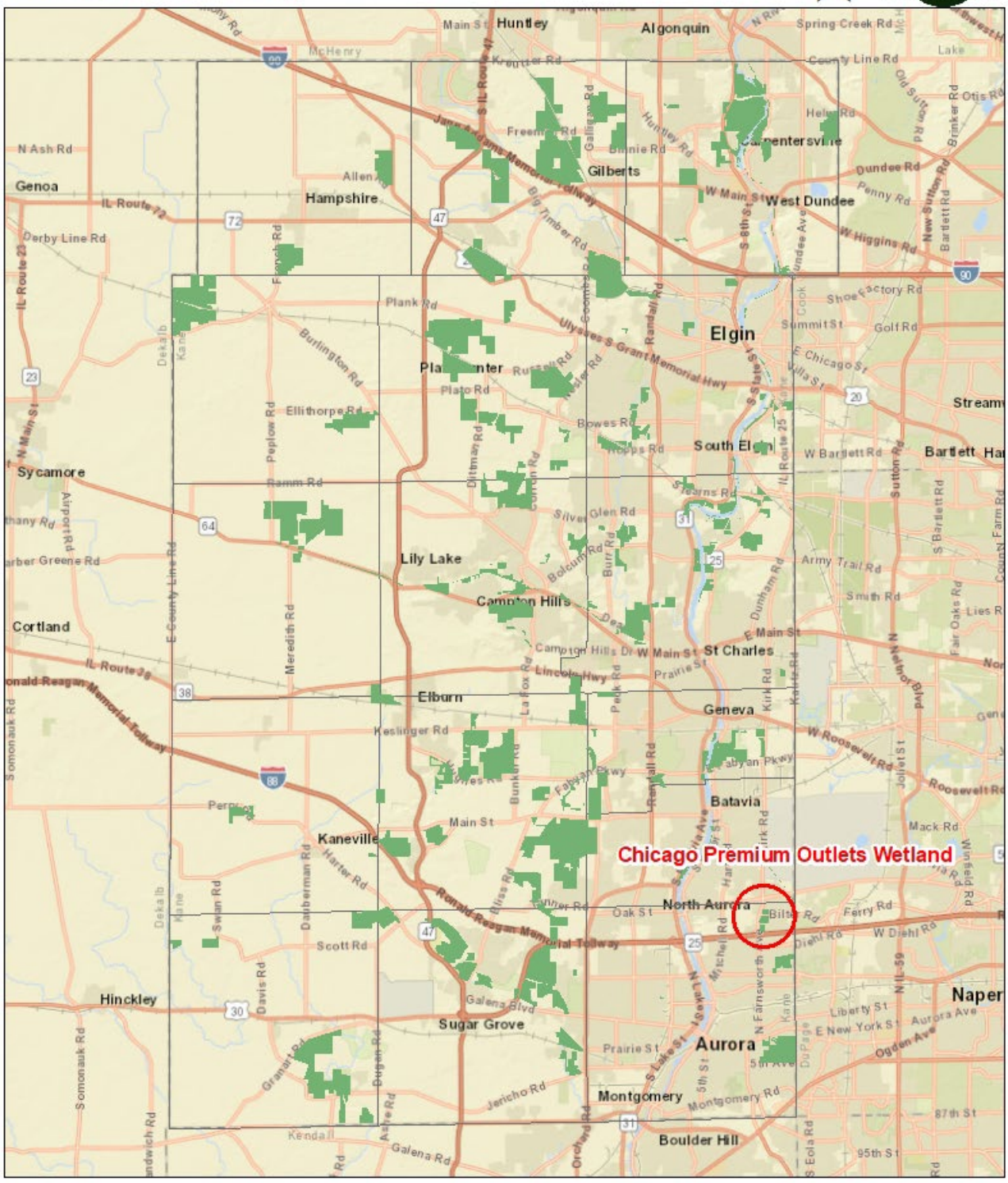
Local Dispatch: Aurora Dispatch 630-256-5000

Fire Department: Aurora Fire Department: 630-256-4000

Prescribed Burn Units
Chicago Premium Outlets Wetlands - Project 5

PROJECT AREA MAP

Chicago Premium Outlets Wetland
County Locator Map



COUNTY LOCATOR MAP

DEFINED TERMS – PROJECT 6

Project Overview: This project seeks to conduct one prescribed burn across approximately 15.6 acres of the Willoughby Farms Forest Preserve in Carpentersville, IL (see attached **County Locator Map**). The goal of this project is to control remove cattail duff and aid in the restoration of the wetland. The burn will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn unit. It will be the Contractor's responsibility to write a burn plan and conduct the burn in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in the Project Area. Burn coverage is defined as area that is black and has had all 10-hour fuels burned off and removed.

Project Area: Unit B2 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

Call Numbers:

Local Dispatch: Quad-Com 847-428-8784

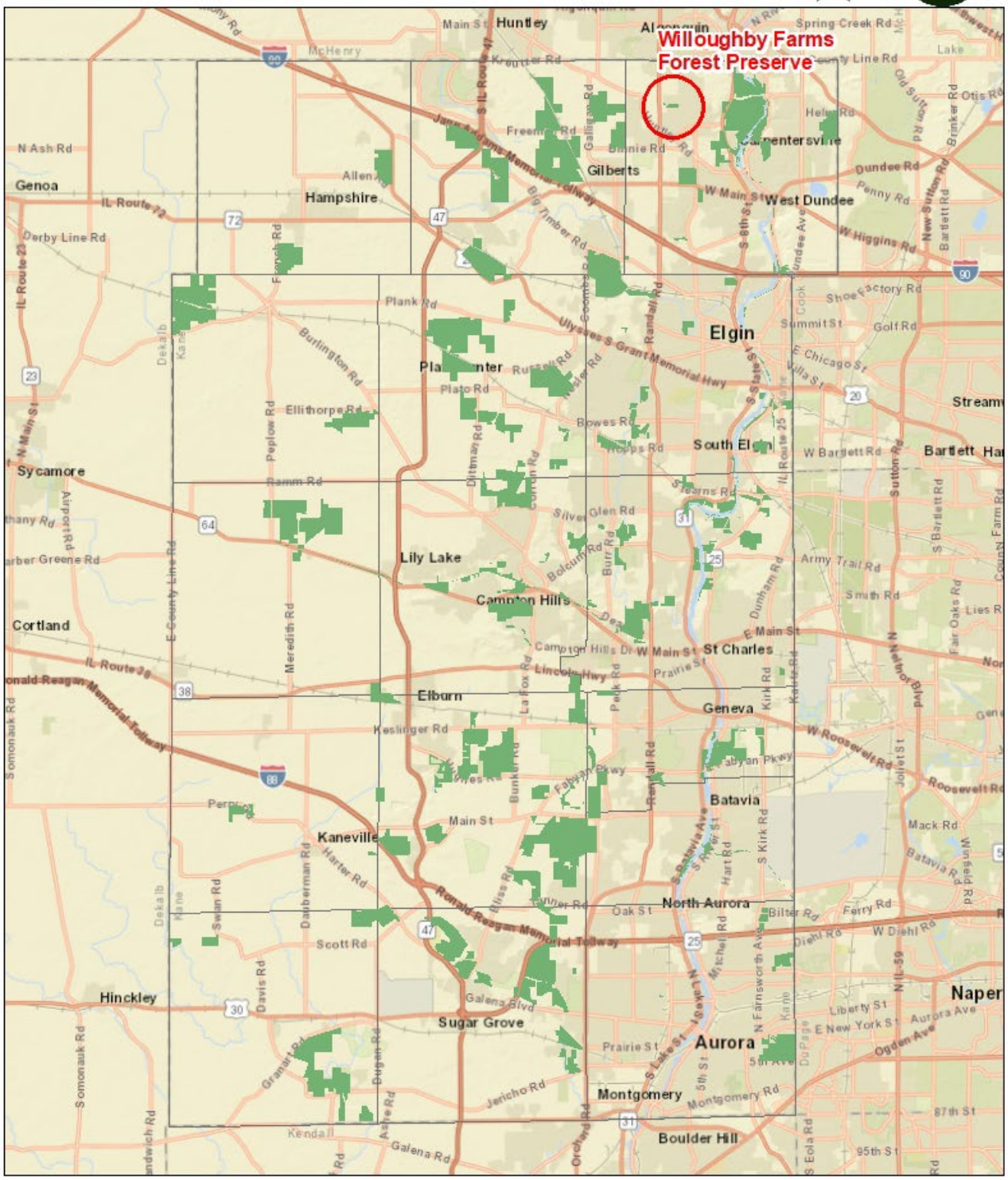
Fire Department: Carpentersville & Countryside Fire Department: 847-426-2131

Prescribed Burn Units
Willoughby Farms Forest Preserve - Project 6

Map Created August 2025; 2024 Air Photo

PROJECT AREA MAP

Willoughby Farms Forest Preserve
County Locator Map



Map Created August 2025; ESRI Basemap

COUNTY LOCATOR MAP

DEFINED TERMS – PROJECT 7

Project Overview: This project seeks to conduct one prescribed burn across approximately 2.8 acres of the Arlene Shoemaker Forest Preserve in Aurora, IL (see attached **County Locator Map**). The goal of this project is to control remove cattail duff and aid in the restoration of the wetland. The burn will also reduce biomass and fuel load to provide safety for the surrounding neighborhood.

The project area is located within a subdivision. Smoke management is a primary concern with single family residences and roadways surrounding the burn unit. It will be the Contractor's responsibility to write a burn plan and conduct the burn in a safe manner for motorists and neighboring residents.

The **Project Area** shall be designated by District's **Project Manager** prior to the initiation of work and fall within the defined boundaries as illustrated on the **Project Area Map**.

Timeframes:

- **Project Deadline:** Fall 2025 or Spring 2026 with a final deadline of 4/15/2026

Performance Standard: A minimum of 70% burn coverage in the Project Area. Burn coverage is defined as area that is black and has had all 10-hour fuels burned off and removed.

Project Area: Unit B8 shall be burned. See attached **Project Area Map**.

Project Manager: The Forest Preserve District of Kane County's Natural Resource Manager, Jason Johnson or his designee.

Call Numbers:

A local burn permit is required within Aurora Fire District

Local Dispatch: Aurora Dispatch 630-256-5000

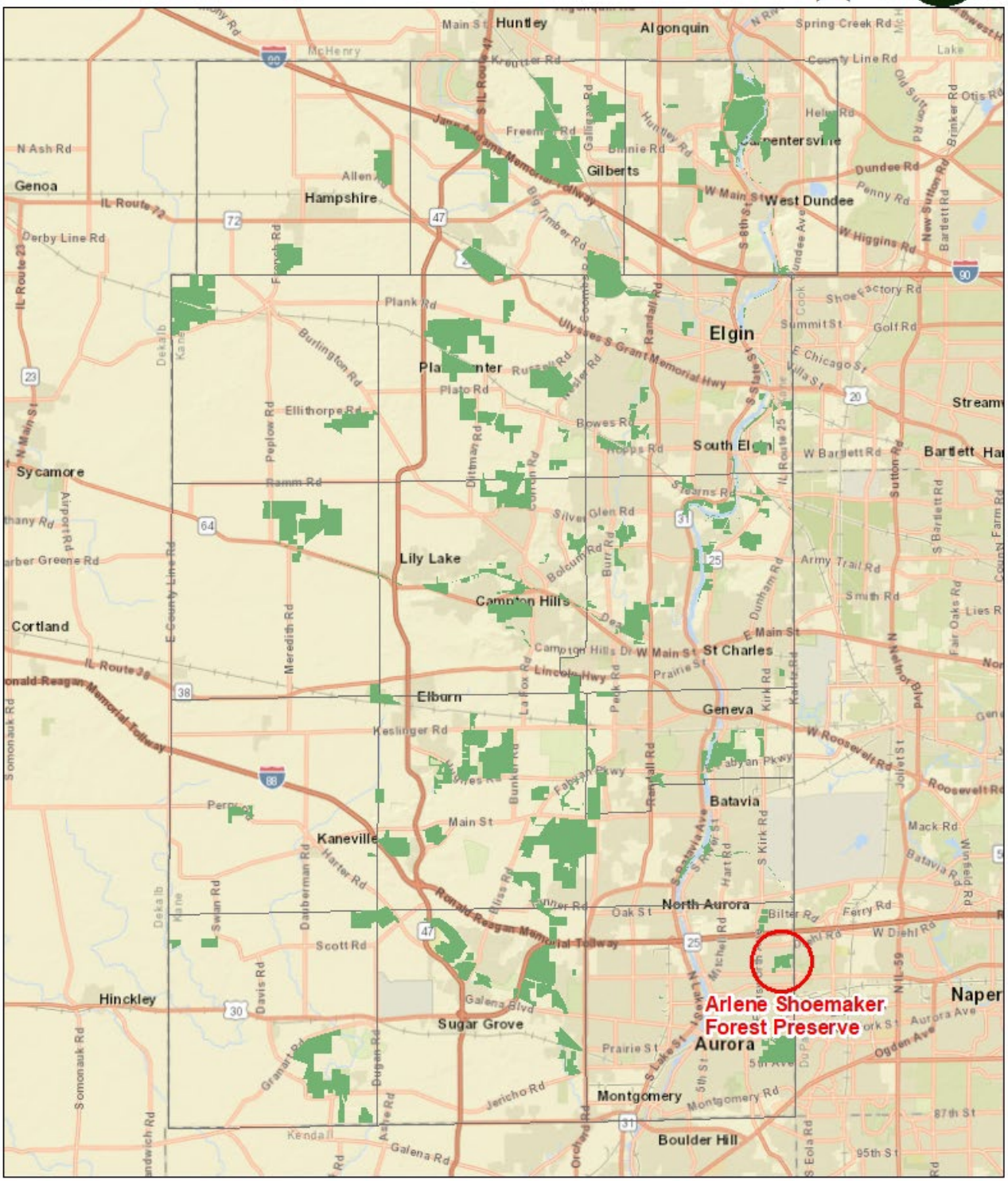
Fire Department: Aurora Fire Department: 630-256-4000

Prescribed Burn Units
Arlene Shoemaker Forest Preserve - Project 7

Map Created August 2025; 2024 Air Photo

PROJECT AREA MAP

Arlene Shoemaker Forest Preserve
County Locator Map



COUNTY LOCATOR MAP

COUNTY LOCATOR MAP