

DELTA INSTITUTE

Habitat Restoration on 25 Acres at the Illinois International Port District

Request for Proposal (RFP) and Specifications for Baseline Site Analysis, Design, Permitting, and Maintenance and Stewardship Planning Services

RFP Release

July 28, 2026, at 11am CDT

Revisions Incorporated to Scope: August 7, 2028 at
11:00am CDT

PRE-PROPOSAL MEETING AND SITE VISIT

August 11, 2026, at 1pm CDT

DEADLINE FOR QUESTIONS

August 14, 2026, at 5pm CDT

PROPOSALS DUE

September 4, 2026, at 5pm CDT

PREPARED BY

Delta Institute

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OVERVIEW

About Delta Institute

Delta Institute is a 501(c)(3) organization. Delta Institute collaborates with communities to solve complex environmental challenges throughout the Midwest. We address Midwestern environmental, economic, and climate challenges today so that our home and region are more resilient, equitable, and innovative tomorrow.

RFP Submittal Requirements

The proposal shall be submitted in a sealed envelope with all original pages intact. One (1) original proposal, two (2) hard copies, and one (1) digital copy must be submitted.

Proposal envelopes must be plainly marked and submitted as follows:

**“SEALED PROPOSAL FOR:
Habitat Restoration on 25 Acres of Illinois International Port District (IIPD)
Property at Lake Calumet”**

Please have proposals addressed to: **Will Kort, Specialist, Nature-Based Climate Solutions**

Hard copy proposals should be submitted to Delta Institute, 35 E. Wacker Drive, Suite 1760, Chicago, IL 60601.

A digital copy should be emailed to hmhardy@delta-institute.org and wkort@delta-institute.org

Both hard copy and digital proposals are required and should be received by Delta Institute by **Friday, September 4, 2026, at 5pm CDT.**

Description	Due Date and Time
Request for Proposal (RFP) and Specifications: 1. Project Design for invasive species removal and habitat restoration via native plantings to capture and treat stormwater runoff (on an approximate 12 acres of the 25-acre site). 2. Project design and engineering for energy-dissipating plunge pool and streambank restoration for the approximate 1-acre site at a S Doty Ave outfall. 3. Design and Maintenance plan for long-term stewardship. For Habitat Restoration on a total 25 Acres at the Illinois International Port District including: - Task 1: The Contractor shall conduct a baseline site analysis for the 25-acre site, which will serve as a foundation to inform project design, implementation, and monitoring. - Task 2: Design, Permitting, and Quality Assurance Project Plans. The Contractor shall develop detailed design specifications and site work drawings for the 25-acre site, manage permitting and conservation easement coordination, and issue two QAPPs. - Task 3: Maintenance and Stewardship Plan. The Contractor shall create a Maintenance and Stewardship Plan to help manage the project site for five+ years post project completion.	Friday, September 4, 2026 5:00 PM CDT

Mandatory Pre-Proposal Meeting and Mandatory Site Visit

Delta Institute will hold a pre-proposal meeting on **Tuesday, August 11, 2026, at 1pm CDT**. The meeting will include a summary of the project, proposal process, and review of prospective proposer's questions. Site visit participants can meet Delta Institute staff at Harborside International Golf Center, 11001 S Doty Ave, Chicago, IL 60628, located on the shoreline of Lake Calumet and on IIPD-owned land. After meeting at Harborside, the group will travel to the required in-person site visit will occur afterward at the 25-acre site located along the southwest shoreline of Lake Calumet. Those who attend the site visit will be required to sign an access/participation waiver before entering the site and must be accompanied at all times by a TWIC-credentialed staff member of IIPD for site security compliance.

Questions

For any questions regarding the RFP, please email Helen Hardy, Delta Institute at hmhardy@delta-institute.org. All questions must be received by **Friday, August 14, 2026, at**

5pm CDT. All questions will be answered and issued to all companies that are on the RFP holders' list. If you are unsure if you are on the RFP holders' list, please contact Helen Hardy, Delta Institute, Phone: 312-554-0900 ext. 11 or email: hmhardy@delta-institute.org to confirm.

PROJECT DESCRIPTION

Delta Institute is restoring 25 acres of habitat around Lake Calumet, benefiting stormwater management and native habitat for wildlife. See **Appendix A** for a Site Map. See **Appendix B** for photos of the site captured by Delta Institute in 2025.

This project's goals (annual basis) are to capture over 4,395,073 stormwater gallons, 20 lbs. nitrogen, 38 lbs. phosphorus, and 10.65 tons of sediment annually. This will be achieved by removing invasive plant species and restoring 25 acres of semi-forested and shoreline habitat, while installing streambank restoration and a plunge pool that will dissipate energy from water flowing into Lake Calumet from S. Doty Ave.

Continuous community engagement is prioritized throughout the project, inclusive of a Community Advisory Team that is managed by Delta, to further ensure that the design and implementation efforts maximize the community benefits and project delivery goals, as well as via numerous local agency and organizational partnerships. Consistent community engagement, outreach, and transparency of the project's scope will occur throughout all activities. Delta has already engaged residents and community groups who have contributed to the project planning. RFP respondents should expect to present drafts of design, permits, and other related planning to the Community Advisory Team in conjunction with Delta Institute staff.

The 25-acre site is located along the south shore of Lake Calumet and managed by the Illinois International Port District. This competitive process may require that Respondents provide additional information and otherwise cooperate with the IIPD. The IIPD may request a clarification, interview staff, request a presentation, or otherwise verify the contents of a Proposal, including information concerning subcontractors and suppliers.

Project Scope

The selected firm(s) (hereinafter referred to as "Contractor") shall serve as part of the Project Team for the project and shall complete the scope of work outlined below. The selected Contractor(s) shall study the current state of the entire 25-acre project site to provide a foundational analysis to inform project implementation and monitoring. The Tasks completed by the Contractor(s) shall be based on community feedback (i.e. in close contact with the Community Advisory Team), permit requirements, and environmental compliance. An Implementation Contractor will be chosen at a later stage of the project to complete the site work as designed.

The maximum amount allocated for completing all three Design Contractor Tasks is \$65,000.

The chosen Contractor(s) is/are expected to work closely with Delta Institute to ensure that the project's scope of work is properly completed in a cost-effective, responsive, and timely manner.

Task 1: Pre-Implementation Baseline Site Analysis

The Contractor shall conduct a baseline site analysis for the 25-acre site, which will serve as a foundational analysis to inform project design, implementation, and monitoring, prior to the project implementation. Upon execution of a contract, the Contractor will review all existing surveys and conceptual project plans required for the preparation of full design and permitting plans (Task 2), such a USFWS Ecological Services list of threatened and endangered species that occur in the project location or may be affected by the project. If necessary, the Contractor is encouraged to coordinate with any pertinent consultant or contractor about relevant questions relating to the baseline site analysis.

Design work (Task 2) will commence once the baseline site analysis is complete. Task 1 is estimated to be completed no later than November 30, 2026.

Task 2: Design, Permitting, and Quality Assurance Project Plans

2.1 Design and Site Work Drawings

The Contractor shall develop detailed design specifications and site work drawings for the 25-acre site, working closely with the Project Team and Community Advisory Team to ensure their input is embedded in the design process. Delta Institute will provide opportunities for stakeholder engagement, including but not limited to public meetings and individual meetings/interviews where necessary. This integration is critical to ensuring the overall viability and long-term success of the project.

Designs shall maximize stormwater resilience, habitat restoration, and community benefits.

The Contractor shall present design and site work drawings that are 30% complete to the Project Team and Community Advisory Team by **December 31, 2026**, for the purpose of gathering feedback. The initial design plans and drawing shall include, but not be limited to, the following items:

- a) Plan sheets of existing conditions (site boundaries, property lines, topography, vegetation, habitats, wetlands, streams, roads, trails, and other structures).
- b) Typical sections, cross-sections, and details of all improvements (restoration areas, public access points from public roads and nearby infrastructure).
- c) Approximate earthwork computations and grading and drainage concepts (and limits of implementation).
- d) Planting and restoration concepts (zones for native species, invasive removal areas, habitat enhancement zones, and signage).
- e) Location of all utilities and property lines, including names of property owners, parcel addresses, and the Book and Page numbers on which their deed is recorded.
- f) Accessibility and safety considerations for ADA-compliant routes, signage orientation, and safety railings on boardwalks if elevated.
- g) Preliminary implementation cost estimates.

Two rounds of feedback shall be integrated before 100% of the design and site work drawings are completed by **March 31, 2027**. The final design and site drawings shall include, at a minimum:

- a) Full set of site work drawings, including summary of quantities, standard details, cross-sections, and planting details.
- b) Vegetation clearing plan (including tree protection and invasive species management

- areas).
- c) Hydrology, wetland/site improvement, and restoration plans and calculations (including grading and drainage plan, erosion and sediment control plan, and planting and seeding schedule).
- d) Implementation details and design for the plunge pool.
- e) Complete set of specifications and supporting documentation.
- f) Final implementation cost estimate.

The Contractor will meet with the Project Team to discuss these design plans and any required changes. The Contractor shall prepare three (3) hard copies and one (1) digital copy of the final design, site work plans, and specifications, as well as electronic copies of all plan sheet files, all legal descriptions, exhibits, specifications, and manuals for final review and approval by the Project Team.

Task 2.1 must be completed and approved with 100% of the design and site work drawings by March 31, 2027.

2.2 Permitting Coordination

The Contractor shall oversee all permitting coordinating and approval. The Contractor will also be required to consult with agencies as necessary through the permitting process, which may include U.S. Fish and Wildlife Service, Illinois Department of Natural Resources, and others.

Task 2.2 is estimated to begin when 30% of the site design is completed (see Task 2.1). Permitting coordination must be completed by March 31, 2027.

2.3 Two Quality Assurance Project Plans (QAPPs)

The Contractor shall issue two comprehensive Quality Assurance Project Plans (QAPPs), including one focused on project implementation, and one outlining monitoring protocols to track the project's overall effectiveness after implementation work is complete, which can be incorporated into the Maintenance and Stewardship Plan (Task 3).

QAPPs shall be completed fully within the National Fish and Wildlife Foundation's parameters, and in consultation with Delta Institute staff. QAPPs will be finalized prior to March 31, 2027.

Task 2.3 must be completed by April 30, 2027.

Task 3: Maintenance and Stewardship Plan

The Contractor shall create a Maintenance and Stewardship Plan for the IIPD to help manage the project site for five+ years post project completion. Planning shall be informed by the full design engineering and monitoring documents, as well as learnings and recommendations from the community engagement.

The Plan shall highlight efforts to foster ecological sustainability, promote biodiversity, and provide accessible recreational spaces for community engagement. It shall encompass two key objectives:

1. Maintenance Goals: Ensure the ongoing functionality and upkeep of specific elements through tasks like periodic inspections and invasives removal, and replanting/reseeding as needed. This aspect focuses on maintaining the physical condition of what has been

planted or built.

2. Stewardship Goals: Focus on preserving and enhancing long-term ecological health and sustainability, including strategies to protect restored lands, wildlife habitats, and surrounding area impacted by Phragmites. This aspect focuses on promoting the overall health of natural resources.

Project maintenance and stewardship planning shall be done in coordination with IIPD, as they will provide long-term stewardship, ensuring maintenance tasks, schedules, and provisions for native habitat maintenance.

Task 3 must be completed by April 30, 2027.

Project Schedule

The following is the schedule of activities, which is subject to change. This RFP for Baseline Site Analysis, Design, and Maintenance and Stewardship Planning Services focuses on the tasks and related deadlines as stated above.

The chosen Contractor must be able to commit resources to this project to ensure adherence to the proposed project schedule. Delta Institute anticipates issuing an Implementation RFP in **May 2027** for implementation efforts to occur in **late Summer/Fall 2027** and subsequent treatments/maintenance in **Spring 2028**, based upon expected completion of this Baseline Site Analysis, Design, and Maintenance and Stewardship Planning Services scope.

Requisite Experience

The chosen Contractor must be an engineering and environmental restoration firm that possess the ability, experience, and reputation for quality service necessary to produce high-quality and functional designs that prioritize stormwater management and treatment benefits and community education.

Firms with staff with some of the following credentials and licenses will be considered more qualified: Professional Engineer (PE), Licensed Landscape Architect (PLA or RLA), American Society of Landscape Architects (ASLA), and/or American Institute of Architects (AIA).

PROPOSAL CHECKLIST

All proposals must include this completed proposal checklist with the following completed components:

- ☐ Completed Non-collusion Affidavit Form.
- ☐ Completed Official Proposal Pricing Form.
- ☐ Proposal narrative (15 pages max) identifying a clear understanding of the project scope, the contractor's approach to project management, and highlighted experience successfully integrating community feedback into designs.
- ☐ Completed References and Qualifications Form.

- ☐ No more than three 1-page informational summaries of referenced projects with pictures and graphics from those projects with name of client, location, and contact information.
- ☐ Description of key personnel with brief bios and their role on this project.
- ☐ Résumé for project manager with whom Delta will interface.
- ☐ Certificate of Insurance.
- ☐ Completed Delta Institute Signature Authorization Form.
- ☐ Completed Delta Institute Questionnaire Form.
- ☐ Completed Delta Institute Exception Form.
- ☐ Completed Delta Institute Workers' Compensation Certificate Form.
- ☐ Completed Acknowledgement of Addendum Form for all Addendums Form.
- ☐ Drug Free workplace policies and procedures.
- ☐ Affidavit and statement regarding E-Verify compliance.
- ☐ No investment in Iranian energy sector.

METHOD AND CRITERIA FOR SELECTION

Delta Institute will evaluate each proposal.

A Proposal Selection Committee, consisting of at least 5 members including IIPD representative(s), has been appointed by Delta Institute to review all proposals. The Committee will review each written proposal submitted to determine if they meet the requirements of this RFP. Failure to meet the essential requirements of this RFP may be cause for rejection of the proposal. The Committee will make independent random checks of the proposer's references as well as major sub-contractors.

The following criteria will be applied by the Committee to evaluate each proposal with the relative weight to be attributed (in points) to each criterion:

Proposals will be evaluated on Bidder's qualifications, technical approach, price, and relevant experience.

Disadvantaged Business Enterprises (e.g., Minority-owned business enterprises or MBEs, Women-owned business enterprises or WBEs, etc.) are encouraged to respond to this RFP.

MAXIMUM POINTS	CRITERIA
20	Understanding the scope of work and quality of the Proposal to meet this scope.
20	Qualifications of Team
20	Ability to meet the Project Team's needs, on time and within budget.
40	Price including all costs
100	TOTAL

Upon proposals being scored by the Committee, Delta Institute reserves the right to accept or reject any and all proposals, to waive any irregularities or informalities in any proposal, and to award a contract to the Contractor that best meets the RFP's requirements.

Relevant factors include completeness and accuracy of proposal; references from other owners, developers, or municipalities regarding past work done by the Contractor and its subs; combination of the certifications; customer service record and experience of the proposed staff; ability to complete the job at the specified time; or other considerations to the advantage of the Delta Institute.

Proposals may not be withdrawn for a period of ninety (90) days after the date set for opening thereof, unless otherwise required by law.

The award of the contract, if awarded, will be made within sixty (60) days after opening of the Proposals. The proposer's signature on the Proposal form shall constitute a commitment on the

part of the proposer to perform the work in a workmanlike manner as set forth in the Request for Proposal. The Contractor to whom the contract is awarded shall be notified upon award of the contract by the Delta Institute. The Proposal Form, the Terms and Conditions, the Special Provisions, the Request for Proposal, together with any plans and/or attachments, shall all be considered as part of the contract between the Delta Institute and the Contractor to whom the contract is awarded.

Discussions may be conducted with responsible proposers who submit proposals determined by the Committee to be reasonably susceptible to being selected for award.

The prospective contractor is advised that, should its proposal result in award of a contract, the contract will not be in effect until it is approved and fully executed by the Delta Institute.

TERMS AND CONDITIONS

NOTE: IT IS THE PROPOSER'S RESPONSIBILITY TO EXAMINE THE "REQUEST FOR PROPOSALS" SOLICITATION IN ITS ENTIRETY PRIOR TO SUBMITTING A PROPOSAL.

All information should have been updated within the past three (3) months.

Contract Type

The contract between the successful firms and Delta Institute will be for specific activities and submittals and specifying a maximum not-to-exceed amount.

Term of Contract

The contract shall commence after approval by Delta Institute. It is expected to be completed in a period not exceeding 7 months. The contract will expire April 30, 2027.

Federal requirements

The contractor chosen for the implementation portion of the RFP will need to follow the rules of the Davis-Bacon Act and the Build America, Buy America Act in their work. In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, contractor must, to the greatest extent practicable under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Bids cannot use a "cost plus a percentage of cost" nor "percentage of construction costs" form of pricing.

The chosen contractor will also need to follow federal guidelines regarding purchasing anything that meets the federal definition of "equipment".

The chosen contractor will need to be registered at SAM.gov before a contract can be executed. If the contractor is already registered at the time of proposing, then their status in SAM.gov will be checked to make sure they are not barred from receiving federal funds before a contract can be executed.

The contractor(s) chosen must follow all provisions in Title 2 Code of Federal Regulations Part 200, Appendix II (2 CFR 200, Appendix II) titled "Contract Provisions for Non-Federal Entity Contracts Under Federal Awards."

The contract executed with the chosen contractor(s) will include the above federal regulations, as well as any other applicable regulations with which the contractor(s) must comply.

Waiting Period

Proposals shall be firm offers, subject to acceptance or rejection for a period of up to ninety (90) days per "Request for Proposal" from the date of the proposal opening until proceedings are completed and an award is made. Proposer shall assume full responsibility for the effect of the waiting period on all proposal fees and terms.

Insurance

Contractors are required to provide with their proposal, certificates of insurance verifying coverage, as well as a letter from the Contractor's insurance agent or corporate Risk Management Department acknowledging that the Contractor is able to comply with all insurance requirements.

It is highly recommended that Proposers confer with their respective insurance carriers or brokers to determine in advance of proposal submittal, the availability of insurance certificates and endorsements as prescribed herein.

During the term of this Contract, the Contractor shall maintain, at Contractor's sole expense, the following insurance.

1. Minimum Scope of Insurance:

- a General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.
- b Professional Liability and errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents in conjunction with the services to be provided. Coverage limits shall be \$1,000,000 or more, per occurrence without reduction for claims paid during the policy period. The carrier should be duly insured and authorized to issue similar insurance policies of this nature in the State of Indiana.
- c Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- d Workers' Compensation and Employers Liability: Statutory Workers' compensation limits as required by the State of Indiana and employers Liability limits of \$1,000,000 per incident.

2. Deductibles and Self-Insured Retention:

Any deductibles or self-insured retention must be declared to and approved by Delta Institute. At the option of Delta Institute, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects Delta Institute, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

3. Umbrella or excess liability coverage of \$5,000,000 per occurrence and in the aggregate.

4. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

- a. Delta Institute is to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor.
The coverage shall contain no special limitations on the scope of protection afforded to Delta Institute.

- b. For any claims related to this Project, the Contractor's insurance coverage shall be primary insurance as respects to Delta Institute. Any insurance or self- insurance maintained by Delta Institute shall be excess of the Contractor's insurance and shall not contribute to it.
- c. Any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to Delta Institute.
- d. The Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. Each insurance policy required by this section shall be endorsed to state that coverage shall not be suspended, voided, or canceled by either party, reduced in coverage or in limits, except after thirty (30) days prior written notice, by certified mail, return receipt requested, has been given to Delta Institute.
- f. Professional Liability Insurance or Errors and Omissions insurance as appropriate to Contractor's profession shall be required and written on a policy form specifically designed to provide coverage for and protect against liability for the negligent acts, errors and omissions of the Contractor in the performance of the services required by this Contract. A minimum coverage of at least \$1,000,000 per claim and in the aggregate, must be provided.

Proposal Preparation Costs

Delta Institute is not and will not be deemed liable for any costs incurred by Proposers in the preparation, submittal, or presentation of their proposals. Delta Institute and the IIPD are not responsible for costs or damages incurred by Respondents, member(s), partners, subcontractors or other interested parties in connection with the RFP process, including but not limited to costs associated with preparing the Proposal and of participating in any conferences, site visits, product/system demonstrations, oral presentations or negotiations.

Proposal Inclusions

The RFP response documents shall be returned completed in their entirety, with ALL applicable portions fully completed by the proposer.

All proposers are encouraged to review and confirm that their proposal includes and specifically addresses all of the requirements for the proposal, including any addenda, prior to submitting the proposal as outlined elsewhere in this RFP.

Withdrawal of Proposal Before Closing

Any proposer may request the withdrawal of their submitted proposal, by written request, at any time **prior** to the scheduled submission deadline. Upon receiving the written request to withdraw any proposal, Delta Institute will consider the proposal null and void, and return the proposal to the proposer unopened. Withdrawal of a proposal will not prejudice the proposer's re-submittal for this or any future request for proposal(s).

Mistakes in Proposal

Any proposer may request to withdraw their proposal after the proposal opening, subject to the time restrictions indicated below, **only** if the Contractor can establish, to the Delta Institute's satisfaction, that a mistake was made in preparing the proposal.

1. A proposer declaring a mistake must provide a written notice to Delta Institute within five (5) calendar days following the scheduled opening date, specifying in detail the alleged mistake, how the mistake occurred, and how the mistake made the proposal materially different than it was intended.
2. Withdrawal of the proposal will **only** be permitted for mistakes made in the completion of the proposal determined by Delta Institute to justify withdrawal.

Written Questions and Answers

ALL QUESTIONS MUST BE SUBMITTED BY FRIDAY AUGUST 14, 2026 at 5PM CDT BY EMAIL TO hmhardy@delta-institute.org

In order for all competing proposers to receive the same information, no response shall be given to verbal questions submitted by telephone or in person. Personal and/or telephonic contact with Delta Institute in regard to this RFP is prohibited. Delta Institute may reject the proposal of any proposer violating this rule.

Answers to all relevant questions will be provided in one or more addenda, if deemed necessary, and supplied to all entities on the RFP holder's list. If you are unsure if you are on the proposer's list, please contact: hmhardy@delta-institute.org to place yourself on the list.

Proposal Submittal

All proposals delivered in an express courier package shall be sealed in a separate envelope within the courier package. Any proposal found to be illegible or incomplete shall be considered for rejection.

Whether sent by courier, mail, or by means of personal delivery, proposers assume full responsibility for having their proposal delivered to the proper location and not later than the scheduled closing time.

More than one (1) proposal from an individual, firm, partnership, or corporation under the same or different names, will not be considered.

Proposal Acceptance

Delta Institute reserves the right to accept or reject any and all proposals and waive any irregularities or informalities in any proposals or in the proposal process.

Delta Institute reserves the right to award the contract to other than the lowest price proposer if such action is deemed to be in the best interest of the project.

Failure to provide the information requested or falsification of any information provided shall

result in disqualification of the proposal.

Public Record

Be advised that **all** information contained in proposals submitted in response to this RFP **shall** become a matter of public record upon contract award, and be made available to the public upon request. The proposer may identify, in writing, all copyrighted material, trade secrets, or other proprietary information the proposer claims are exempt from disclosure. The proposer who claims such an exemption must also state in the proposal that, "The proposer agrees to indemnify and hold harmless Delta Institute and its employees from any claims, liability or damages against them and to defend any actions brought against them for their refusal to disclose such material, trade secrets, or other proprietary information to any party."

Acceptance and Payment

Properly executed original invoice(s) shall include reference to the contract and be accompanied by detailed supporting documentation based on the approved schedule of values.

Delta Institute shall pay the Contractor's properly executed invoice, subject to approval by Delta Institute, within thirty (30) days following receipt of the properly prepared invoice.

Payment will be made based on invoices provided for work completed, based on the timeline of the project, and as the work is completed to the satisfaction of Delta Institute.

Total payment for all Work shall not exceed the sum of the estimated cost of all completed phases plus the partial payments for partially completed phases.

Payment may be withheld for any services which do not meet or exceed Delta Institute's requirements or have proven unacceptable until such services are replaced, resubmitted, and accepted by Delta Institute.

Retention of and Access to Records

At all reasonable times during the term of the contract and for a minimum of three (3) years following final settlement, Delta Institute, and any designated representative thereof shall have access to all records related to work performed under this contract and the Contractor and all sub-contractors shall make such records available for inspection, audit, copying excerpts and transcriptions.

Drug-Free Workplace Requirements

The Contractor and all sub(s) shall comply with the requirements of the Drug- Free Workplace Act of 1990 and IC 36-1-12-24 (for Indiana).

Americans with Disabilities

The Contractor and all subcontractors shall comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

Conflict of Interest

No employee of Delta Institute during his/her/their tenure or for one (1) year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof.

Furthermore, the parties hereto covenant and agree that, to the best of their knowledge, no board member or employee of Delta Institute has any interest or family members, whether contractual, non-contractual, financial or otherwise, in this transaction, or in the business of the Contractor and that if any such interest comes to the knowledge of either party at any time, a full and complete disclosure of such information will be made in writing to the other party or parties, even if such interest would not be considered a conflict of interest.

Disputes

Any controversy or claim arising out of or relating to the provisions of this Contract or the breach thereof shall be settled by arbitration, in accordance with Illinois laws and regulations, unless the parties agree, in writing, to some other form of alternative dispute resolution.

Termination for Convenience

Delta Institute may, by written notice, terminate this contract in whole or in part, when deemed in the Delta Institute best interest to do so.

Upon termination of this contract, Delta Institute shall only be liable for payment under the payment provisions of this contract for services rendered or supplies furnished prior to the effective date of termination.

Termination for Default

Delta Institute may, by written notice of default to the Contractor, terminate the contract, in whole or in part, if the Contractor fails to:

1. Deliver or perform the services within the time specified in the contract or any Delta Institute approved extension; or
2. Fails to make progress, so as to endanger performance of the contract; or
3. Fails to comply with any of the other provisions of the contract.

Ownership of Materials and Documents/Confidentiality

Delta Institute retains ownership of any and all partial or complete reports, drawings, plans, notes, computations, lists, and/or other materials, documents, information, or data provided to or prepared by the Contractor and/or the Contractor's sub-contractor(s) pertaining to this Project.

Said materials and documents are confidential and shall be available to Delta Institute from the moment of their preparation.

The Contractor shall provide Delta Institute with an electronic version of all project-related documents, including all text documents, calculations, and drawings.

The Contractor agrees that same shall not be made available to any individual or organization,

private or public, without the prior written consent of Delta Institute.

Delta Institute and Contractor shall be joint owners of any and all such documents.

Amendments and Request

Delta Institute reserves the right to amend this Request for Proposals by addendum before the final proposal submittal date.

Any amendment needs to meet Delta's and NFWF grant requirements.

All addenda will be supplied to everyone on the RFP holders list.

Affirmative Action

Delta Institute hereby notifies all proposers that they must affirmatively ensure that minority business enterprises will be afforded full opportunity and consideration when submitting proposals to be subcontractors in response to this RFP and that they will not be discriminated against on the grounds of race, color, sex, sexual orientation, creed, or national origin when reviewing the proposals for award of the contract.

Hiring of Illegal Aliens Prohibited

Contractor shall not hire or employ any person to perform work or allow any person to perform work required under the contract unless such person is properly documented and legally entitled to be employed within the United States.

The Contractor, prior to award of the contract, will be required to execute E-Verify and Government of Iran investment declarations as required by the laws of the State of Indiana.

Safety

The Applicant and its subcontractor(s) shall comply with OSHA regulations applicable to this project regarding necessary safety equipment or procedures.

Bonds

A Performance Bond and Payment Bond each in the amount of 100% of the Contract price will be required from the Contractor to whom the work is awarded.

Consequential Loss

Neither party shall be liable to the other party in any circumstances for any indirect, economic, special, or consequential loss or damage, including, but not limited to, loss of revenue, loss of production, or loss of profit.

Limitation of Liability

Notwithstanding any other clause in the contract, the total aggregate liability of the Contractor to the Delta Institute for any claims, losses, costs or damages arising out of or in connection with the Contractor's performance of the contract, whether under the law of contract, tort (including negligence), statute or otherwise, shall be limited, to the extent permissible by law, to five times the total compensation received by the Contractor or the limits of the relevant insurance policies pursuant the contract, whichever is greater.

NO-COLLUSION AFFIDAVIT FORM

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this ____ day of _____, _____

(Name of Organization)

(Title of Person Signing)

(Signature)

ACKNOWLEDGEMENT

STATE OF _____)

) ss

COUNTY OF _____)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this _____ day of _____, _____.

(Notary Public Signature)

My Commission Expires: _____

OFFICIAL PROPOSAL PRICING FORM

Company Name: _____

Company Address: _____

City, State, and Zip: _____

Provide a proposal for all three Tasks

Task	Tasks 1, 2, and 3 Price
1. Baseline Site Analysis	
2. Design, Permitting, and Quality Assurance Project Plans	
3. Maintenance and Stewardship Plan	
TOTAL	

My signature on this submittal certification is affirmation that all items listed within this proposal are fully accurate, completed, and executed and are hereby submitted with the proposal as required. I understand that failure to complete and/or submit any of the required documents may be cause for rejection of this proposal.

Authorized Signature

Printed Name

Date Signed

Telephone Number

REFERENCES AND QUALIFICATIONS FORM

All proposers must provide information on three (3) example projects of a similar nature performed in the last five (5) years. In addition, you must include the name, address, and telephone number of the contact person having knowledge of the project and knowledge of the integrity and business practices of the proposer.

Three Project References:

1. Project Name:

Address:

Brief Description of Project:

Contact Person & Phone Number:

2. Project Name:

Address:

Brief Description of Project:

Contact Person & Phone Number: _____

3. Project Name:

Address:

Brief Description of Project:

Contact Person & Phone Number: _____

DELTA INSTITUTE SIGNATURE AUTHORIZATION FORM

PROPOSER:

I hereby certify that I have the authority to offer this proposal to Delta Institute for the above-listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.

Name: _____

Title: _____

Signature: _____

Date: _____

The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me as:

☐ An individual or Sole proprietorship

☐ A Partnership

partner's names: _____

☐ A Limited Liability Company

☐ A Corporation

2. My Tax Identification Number Is _____

(For individuals this number is usually the Social Security Number.)

3. I certify that

- ☐ I am certified as an MBE WBE DBE company
 - ☐ I attached a copy of my certification
- ☐ I have recently filed for MBE WBE DBE certification but have not yet received certification.
- ☐ I am not an MBE WBE DBE company.

4. Federal Unique Entity Identifier (UEI)

- ☐ Contractor is currently registered in SAM.gov.
 - ☐ UEI number: _____
- ☐ Contractor is not currently registered in SAM.gov.

Proposer's Information

Person: _____

Title: _____

Address: _____

Phone Number: _____

Email Address: _____

DELTA INSTITUTE EXCEPTION FORM

Should Proposer take exception to **ANY** of the terms and conditions or other contents of this RFP, list the exceptions below.

THIS COMPLETED FORM MUST BE RETURNED WITH YOUR PROPOSAL.

If no exception(s) are taken, enter "**NONE**" for the first item. *(Make additional copies of this form as necessary)*

Page Number: _____

Section Title: _____

Paragraph Number: _____

Exception Taken:

Page Number: _____

Section Title: _____

Paragraph Number: _____

Exception Taken:

Page Number: _____

Section Title: _____

Paragraph Number: _____

Exception Taken:

Page Number: _____

Section Title: _____

Paragraph Number: _____

Exception Taken:

Page Number: _____
Section Title: _____
Paragraph Number: _____

Exception Taken:

Page Number: _____
Section Title: _____
Paragraph Number: _____

Exception Taken:

DELTA INSTITUTE WORKERS' COMPENSATION CERTIFICATE FORM

The Proposer shall execute the following form as required by the Worker's Compensation Act of Indiana:

I am aware of the provisions of the Indiana law which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and on behalf of my firm, I will comply with such provisions before commencing the performance of the services of any contract entered with Delta Institute.

Signature

Company Name

Printed Name Business

License Number

Title

Date

ACKNOWLEDGEMENT OF ADDENDUM FORM

TO BE RETURNED WITH REQUEST FOR PROPOSAL

TITLE _____

ACKNOWLEDGEMENT OF RECEIVING ADDENDUM #(s) _____

NAME OF VENDOR _____

FIRM CONTACT _____

PHONE _____

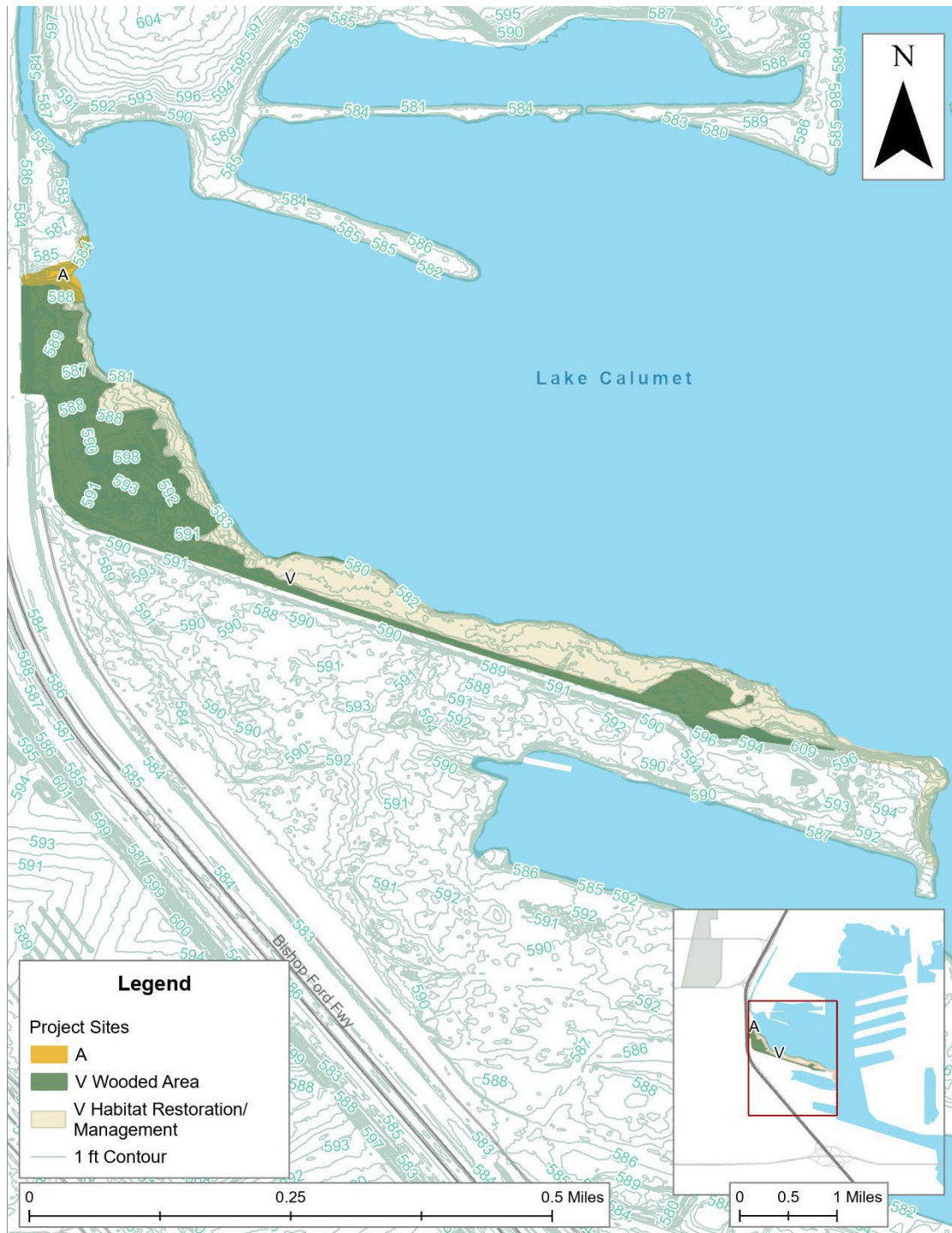
MAILING ADDRESS _____

SIGNATURE OF AUTHORIZED AGENT _____

DATE _____

APPENDIX A – SITE MAPS

SITES OVERVIEW



Lake Calumet West Shore, 41.675773, -87.598637; northern edge of St. Mary's Cement Access Road

Note: Habitat Restoration/Management area of site is approximate. RFP is for entire areas of sites A and V.

SITE A SCHEMATIC



APPENDIX B – SITE PHOTOS 2025

SITE A

From Northeast



From S Doty Ave



SITE V (image locations are approximate)



V1



V2



V3



V4



V5



V6



V7



V8

