



October 17, 2025

Ms. Jennifer Rooks-Lopez
Director of Planning & Land Protection
Forest Preserve District of Kane County
1996 S. Kirk Road
Geneva, IL 60134

**Urban Ecology Field Station at Arlene Shoemaker Forest Preserve
Professional Services Proposal**

Dear Ms. Rooks-Lopez:

Wight & Company (Wight) is pleased to submit this proposal to you and the Forest Preserve District of Kane County (FPDKC) to provide schematic design services for the Urban Ecology Field Station at the Arlene Shoemaker Forest Preserve. This proposal includes the following sections:

PROJECT UNDERSTANDING
SCOPE OF SERVICES
SCHEDULE
COMPENSATION
TERMS & CONDITIONS

PROJECT UNDERSTANDING

First, thank you for selecting Wight & Company to support the Forest Preserve District of Kane County with schematic design services for your project. Based on your RFQ and our recent conversations, we understand FPDKC envisions the Urban Ecology Field Station (UEFS) at the Arlene Shoemaker Forest Preserve in Aurora as a vital community hub connecting city residents, especially those in underserved and urban neighborhoods to nature in their own backyard. The proposed UEFS will provide indoor and outdoor educational experiences focused on urban ecology, including programs on urban wildlife, native plant communities, sustainable food cultivation, and climate resiliency. With its proximity to neighborhoods, schools, and the Illinois Prairie Path, the facility will serve as an accessible destination for field trips, community science, land restoration, and nature play. Our team is excited about collaborating with the FPDKC to develop conceptual plans for the Urban Ecology Field Station and associated site amenities based on the initial program identified below:

- Preliminary Program for Indoor Facility
 - Multi-purpose class room/science lab
 - Demonstration kitchen
 - Interactive stations/exhibits
 - Community gathering space
 - Transition to outdoor space
 - Welcome desk area

- Wildlife viewing area
 - Storage space
 - Office/work space
- Preliminary Program for Outdoor Amenities
 - Parking for (3) school busses
 - General parking (cars and bicycles)
 - Water access
 - Interpretive trails and boardwalk
 - Interpretive shelter
 - Amphitheater with seating for 50
 - Fireplace or firepit
 - Outdoor bathrooms
 - Signage (welcome, directional and interpretive)

This preliminary program will be refined through input from staff, the Board, and the community. This consensus-building phase is essential to shaping a shared vision for improvements for the UEFS and for grant funding.

SCOPE OF SERVICES

Wight & Company will provide in-house architecture, civil engineering, landscape architecture, and cost estimating services. We propose to provide the following services outlined in the Project Understanding through the Scope of Service below:

A. Project Understanding and Programming Phase

1. Conduct a project Kick-off Meeting to align the basic client expectations and reach a mutual understanding of the following:
 - a. Key participants and decision-makers
 - b. Project goals and objectives
 - c. Existing conditions
 - d. Scope of work
 - e. Deliverables
 - f. Tentative project schedule
 - g. Project budget
2. Obtain relevant project data for the site:
 - a. Zoning and land-use designation
 - b. Local ordinances
 - c. Aerial photography
 - d. Topographic and boundary surveys, if available (provided by owner)
 - e. Geo-technical reports (provided by owner, following initial schematic design-preferred facility and parking location)
 - f. Deed
 - g. GIS Data
 - h. National Wetland Inventory Map (NWI)
 - i. Flood Insurance Rate Map (FIRM)

3. Conduct Wetland Delineation and obtain jurisdictional determination from USACE (provided by owner).
4. Visit project site to review and photograph existing conditions and confirm survey information.
5. Prepare Existing Conditions Plan using aerial photography and topographic survey.
6. Prepare Site Analysis Plan identifying:
 - a. Existing amenities, infrastructure and natural features
 - b. Adjacent land-use impacts
 - c. Opportunities and constraints
7. Conduct Program and Space Needs Input Sessions with Staff.
8. Review Programming/Space Needs and Site Analysis/Location Meeting with staff to review and confirm findings

B. Schematic Design Phase

1. Develop Concepts (3) for:
 - a. Amenities based on programming input for:
 - i. Preliminary Program for Indoor Facility (indicated in Project Understanding)
 - ii. Preliminary Program for Outdoor Amenities (indicated in Project Understanding)
2. Prepare construction cost opinion.
3. Review Schematic Design Documents with you up to two (2) times. Document meeting results via written meeting summary.
 - a. Present initial options to residents (Community Meeting #1)
4. Review Schematic Design Documents with your Board of Commissioners for comment and approval.
5. Conduct Schematic Design Input Session:
 - a. Community Meeting #2 (as required by IDNR/PARC Grant)

SCHEDULE

We propose to begin work on this assignment in November/December 2025 with a target completion of June 2026 based on the anticipated PARC grant application schedule. We will prepare a detailed project schedule for your review and input during the initial project kick-off meeting.

COMPENSATION

Wight proposes to provide the Scope of Services described in this proposal for a Fixed Fee of:

Project Understanding and Programming Phase and Schematic Design Phase: \$49,500

Additional Community Input Meeting (as requested): \$1,500

In addition to the professional services fees, we will invoice reimbursable expenses at direct costs and capped at \$500.00. The following is a list of typical reimbursable expenses:

- CAD plots, printing, color reproductions, and delivery costs of drawings and reports.
- Supplies, materials, and costs related to specific reports and presentations.
- Travel at the current IRS established reimbursement rate.

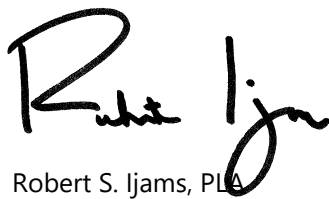
TERMS & CONDITIONS

This proposal assumes the terms and conditions outlined in the AIA Document B101-2017, "Standard Form of Agreement between Owner and Architect." Wight will invoice monthly based on a percentage of the work completed and payment will be due in 30-days (or in accordance with the Illinois Prompt Payment Act).

We thank you for the opportunity to continue our relationship with the Forest Preserve District of Kane County and look forward to working with you on this schematic design effort. If this proposal meets your approval, please sign and return it to us via email. If you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,

WIGHT & COMPANY



Robert S. Ijams, PLA
Director of Parks & Recreation



Jason Dwyer, AIA, LEED AP
President, Design & Construction

Approved by:

Signature

Date

Printed Name

Title

Cc: Ania Szulc, Jim Thormeyer, Patty King, Wight & Company