

# REQUEST FOR PROPOSALS

## Occupancy of Dickson Road Farmstead

### Introduction

The Kendall County Forest Preserve District is seeking proposals from individuals or groups interested in entering into an agreement for use of the Dickson Road Farmstead, located at 1004 Dickson Road in Montgomery, Illinois. The successful applicant will utilize the farmstead in exchange for rent and/or maintenance of the farmstead.

### Background

The Kendall County Forest Preserve District, Village of Montgomery, concerned citizens and other organizations are working to preserve the Dickson Road Farmstead. The farmstead consists of a residence and numerous farm buildings. The variety and excellent condition of the farm buildings make the site unique to Kendall County.

Currently, a subdivision is being constructed around the Dickson Road Farm east of Dickson Road. The residence is not currently lived in, but is used periodically as a construction office. This use will end when a successful applicant to this proposal begins to utilize the farmstead. The farm buildings are empty, except for a few items being temporarily stored in them.

### Scope of Services

The successful applicant will be responsible for:

- Being a conspicuous visual presence at the farmstead.
- Reporting any trespassing, vandalism, fly-dumping or other security issues to the Forest Preserve District and applicable law enforcement agencies.
- Weekly inspections of the farmstead buildings and property and relaying any changes, damage or other issues to the Forest Preserve District.
- Keeping the farmstead clean of debris and litter.
- Payment of any and all utility expenses for the farmstead, including but not limited to: electric, propane, water, sewer, phone, cable, and internet.
- The successful applicant will enter into a one-year agreement with the Forest Preserve District. This agreement can be extended in one-year increments at the approval of both the applicant and the Forest Preserve District.
- Any renovation or construction projects that the successful applicant wishes to undertake above and beyond the basic maintenance as agreed upon must receive prior written approval from the Forest Preserve District.

- The successful applicant may also be responsible for various maintenance of the farmstead as identified in the applicant's proposal (see below).

### Application Requirements

Proposals must include the following elements:

- Specifics of the proposed use(s) of the farmstead.
- The typical hours that a person(s) will be present on site during a normal week.
- The maintenance responsibilities on the residence and farm buildings that the applicant proposes to undertake. This may include mowing and landscape maintenance, basic carpentry repairs, painting, cleaning, etc.
- The monthly rent amount that the applicant proposes to pay.
- A list of the person(s) and their contact information that will be on site on a regular basis.
- Proposals must be submitted by 4:30 p.m. on November 4, 2005 to:  
Kendall County Forest Preserve District  
Attn: Jason Pettit  
110 West Madison Street  
Yorkville IL 60560
- The Kendall County Forest Preserve District may conduct criminal and financial background checks for applicants. By submitting a proposal, the applicant agrees to cooperate with such background checks.

A mandatory pre-proposal meeting will be held at the Dickson Road Farmstead on October 17, 2005 at 1:00 p.m. for all interested applicants.

If there are any questions regarding this Request for Proposal, please contact Jason Pettit, Forest Preserve Director, at 630 553-4131.