



## JEFFERSON COUNTY

PARKS DEPARTMENT  
311 South Center Ave  
Jefferson, WI 53549  
920-674-7260

[www.jeffersoncountywi.gov/parks](http://www.jeffersoncountywi.gov/parks)  
[jeffcoparks@jeffersoncountywi.gov](mailto:jeffcoparks@jeffersoncountywi.gov)



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### Request for Qualifications

#### Native Woodland and Prairie Restoration Services

#### Jefferson County Parks Department

### Introduction

The Jefferson County Parks Department is seeking qualifications from experienced firms to enter into a multi-year agreement for professional native habitat restoration services. The selected firm will support ongoing restoration activities across the entire Jefferson County Park System with an emphasis on annual work at the Garman Nature Preserve in Waterloo Wisconsin.

The County has been actively restoring over 500 acres of parkland to a state indicative of southern Wisconsin's historic prairies, oak savannas, and hardwood forest ecosystems. We are now seeking a long-term partner with demonstrated expertise in the restoration and management of native plant communities to assist with continued implementation.

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### Scope of Services

These services will include, but are not limited to, the following activities:

- Forest and vegetation inventory
- Invasive species identification and treatment
- Tree and brush removal
- Mechanical brush cutting
- Hand cutting and clearing
- Cut-stump herbicide treatments
- Foliar herbicide applications



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- Native and non-native species identification
  - Native plant and invasive species inventory
  - Prairie and woodland seeding
  - Tree and shrub planting
  - Prescribed fire planning and implementation
  - Monitoring and adaptive management
  - Other land management tasks as conditions warrant

This contract is intended to provide flexibility as the project evolves. Firms should demonstrate the capacity to perform or subcontract the full range of restoration services required in Wisconsin woodland and prairie ecosystems.

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### Submission Requirements

Interested firms shall submit a written proposal that includes the following:

- 1. Cover Letter:** A brief summary describing the firm's history, mission, and relevant experience working on native woodland, savanna, and prairie restoration projects in Wisconsin or similar ecosystems.
- 2. Firm Qualifications:**
  - Overview of staff expertise and certifications (e.g., herbicide applicator licenses, forestry degrees, fire certification).
  - Résumés or qualifications of key personnel.
  - Description of equipment utilized for restoration activities.
- 3. Relevant Project References** - Provide a minimum of three project references demonstrating successful completion of similar restoration projects. Include:
  - Project name and location



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- Year(s) of work
  - Description of services performed
  - Client contact information

**4. Billing and Travel Policies** - Firm's policy on billing for travel, mobilization, or per-diem costs and any surcharges associated with distance or mobilizing equipment as far as Waterloo, WI.

**5. Rate Sheet** - A detailed rate sheet for all billable restoration activities, updated to the most recent field season (or indicate that rates are current through the 2026 season). Rates must clearly list hourly labor, equipment, materials, and specialty services.

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### Submission Instructions

Proposals should be submitted electronically in PDF format to:

#### Jefferson County Parks Department

[kevinw@jeffersoncountywi.gov](mailto:kevinw@jeffersoncountywi.gov)

Subject Line: *RFQ – Garman Nature Preserve Restoration Services*

Submissions must be received no later than: **2:00 pm, January 28<sup>th</sup> 2026**

### Evaluation

The Parks Department will evaluate submissions based on demonstrated qualifications, staff expertise, relevant experience, capacity to perform the required activities, and clarity of cost structure. Selected firms may be invited to participate in an interview or follow-up discussion.