



East Stroudsburg Area School District

Maximizing Today's Potential for Tomorrow's Success!



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Superintendent

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Assistant Superintendent for
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Assistant Superintendent for
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EAST STROUDSBURG AREA SCHOOL DISTRICT REQUEST FOR PROPOSALS (RFP)- Professional Forestry Consulting Services

Issue Date: Tuesday, August 25, 2026

Proposals Due: Friday, September 25, 2026, no later than 2:00 PM prevailing time

1. Background and Overview

The East Stroudsburg Area School District (District) owns approximately 600 acres of land, including wooded tracts that require responsible long-term management. Portions of the District's forest resources have experienced impacts from spongy moth infestation and other forest health concerns.

The District seeks proposals from qualified forestry consultants to evaluate its forest resources and provide an independent professional assessment and forest management plan. The selected consultant will represent the District's interests and shall not have any financial interest in any future timber harvesting contract arising from this engagement.

2. Submission Requirements

Proposals shall be submitted to:

Dr. Maggie Vitale, Superintendent
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Submit five (5) hard copies and one (1) electronic PDF. Proposals may not be withdrawn for 90 days.

3. Scope of Services

1. Conduct a field inventory of District forest lands identified by the District.
2. Assess overall forest health, including spongy moth impacts, invasive species, disease, and storm damage.
3. Identify management objectives and recommend whether timber harvesting is appropriate.
4. Estimate timber quantity and approximate fair market stumpage value by product class.

The East Stroudsburg Area School District hires only individuals legally authorized to work in the United States and does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in the admission of, access to, or in the provision of services, programs or employment.

5. Prepare maps identifying recommended harvest areas, buffer areas, and environmentally sensitive features.
6. Recommend silvicultural methods and long-term forest management practices.
7. Develop reforestation and regeneration recommendations.
8. Identify required environmental permits and regulatory considerations.
9. Prepare a written Forest Management Report suitable for public presentation and attend one meeting of the District school board to present and discuss the Report's contents.
10. Assist the District in developing procurement documents for any subsequent timber harvest solicitation, if requested.

4. Proposal Content

A. Firm Qualifications

History, office locations, forestry experience, Pennsylvania registrations.

B. Relevant Experience

At least three comparable public or institutional forestry management projects.

C. Personnel

Resumes of key personnel and credentials (SAF, ISA, etc., if applicable).

D. Technical Approach

Methodology, anticipated schedule, deliverables, and public meeting availability.

E. Fee Proposal

Lump-sum fee and/or hourly rates (for additional services), reimbursable expenses.

5. Evaluation Criteria

Criterion	Points
Qualifications and Experience	35
Technical Approach	25
Relevant Public-Sector Experience	15
Cost Proposal	15
References/Interview	10

6. Reservations and Standard Provisions

The District reserves the right to reject any or all proposals, waive informalities, request additional information, negotiate scope and pricing, and award the contract determined to be in the District's best interests. All proposals become property of the District and may be subject to the Pennsylvania Right-to-Know Law. The selected consultant shall disclose any existing or prospective financial relationship with timber purchasers, logging contractors, or affiliated entities. The selected consultant shall not bid on, participate in, or receive compensation from any subsequent timber harvesting contract involving District lands for a period of two years following completion of this Project.

7. Questions

All questions must be submitted in writing to margaret-vitale@esasd.net no later than Friday, September 18, 2026. An addendum to this RFP based upon questions received may be issued as appropriate.

8. Tentative Schedule

- Issue RFP: Tuesday, August 25, 2026
Questions Due: Friday, September 18, 2026
Proposals Due: Friday, September 25, 2026
Interviews (if any): October
Board Award: November 2026