



REQUEST FOR PROPOSAL

Forest Growth Rates Analysis for Grey Sauble Conservation Authority Forests

Introduction

Grey Sauble Conservation Authority (GSCA) is seeking qualified consultants and experts to provide growth estimates of its forested properties. The primary goal of this project is to provide growth estimates for GSCA forested properties based on data from permanent field plots. This data will be used to inform GSCA's Forest Management Plan and its sustainable forest management operations.

Background Information

GSCA owns nearly 11,800 hectares (~29,000 acres) of land throughout Grey and Bruce Counties. GSCA manages these properties for a variety of reasons, including sustainable forest management. GSCA actively manages nearly 4,700 hectares (~11,500 acres) of its forested properties. GSCA properties contain 15 MNR Permanent Sample Plots (PSP). Many of these plots have had multiple remeasurements.

*Please note – there is an opportunity for additional local and/or eco-district plot data to be obtained to further support analysis.

Project Objective

To provide growth rate estimates of plantations, tolerant hardwood, upland coniferous, and upland mixed forests within GSCA's watershed based on data from permanent field plots.

Scope of Work and Project Deliverables

The selected contractor will be responsible for:

- Compiling and cleaning MNR Growth and Yield data stored in a relational database in SQL format
- Analysing growth rates by forest type (plantation, tolerant hardwood, upland coniferous, and upland mixed)
- Delivering a final report including methodology, results by forest type, and future work recommendations

a) Deliverables

- a. Project plan with timeline and methodology
- b. Mid-term progress report
- c. Final report (with executive summary)

b) Exclusions

- a. Field work to collect additional data

Project Schedule

The project is anticipated to start in December 2025 and be finalized by July 2026.

Proposal Requirements

Proposals must include a proposed work plan outlining specific staff involvement and competencies, costing and schedule. Proposals will be received at the offices of GSCA until **4:00 P.M. Friday October 31, 2025**.

The proposals should be as clear and concise as possible. The proposals must detail:

- a) Vendor Information
- b) Project schedule outlining: milestones, tasks, time and cost estimates, and relevant staff involvement (e.g. Gantt chart)
 - a. Outline of final report and deliverables
 - b. Experience and capability of the consultants in completing growth rate analysis
 - c. Key individuals directly involved in the project and their relevant experience
- c) Technical Approach and Methodology
- d) Workplan and timeline
- e) Budget (including breakdown of costs)
- f) References

Proposals must budget for administration and meetings as required.

Proposals will be evaluated based on criteria including:

- Completeness and clarity of proposal
- Methodology
- Consultant team and project manager experience
- Technical competencies
- Breakdown of costs
- Demonstrated ability to complete projects of this nature in a timely manner

Payments will be on the basis of milestones, tasks completed, and deliverables.

Evaluation Process and Notification

The evaluation of proposals will be based primarily on the following criteria being assessed:

- a. Relevant Experience and Qualifications (35%)

- b. Pricing (20%)
- c. Timeline and Execution (20%)
- d. Feedback from relevant references (25%)

Budget and Pricing

Vendor must submit a detailed cost breakdown.

Timeline

- a) RFP Issued – Friday October 3, 2025
 - b) Questions Due – Friday October 17, 2025
 - c) Proposals Due - Friday October 31, 2025 at 4 PM
 - d) Vendor Selection – Wednesday November 26, 2025
- In addition, proposals will be evaluated on the submitted timelines for completion.

Submission of Proposals and Instructions

One electronic copy in (*.pdf format) submitted via email to be received no later than **4:00 P.M. Friday October 31, 2025**, or hardcopy submitted to:

Grey Sauble Conservation Authority
901 3rd Avenue East
Owen Sound, ON N4K 2K7

Attention: Michael Fry, Forestry Coordinator

m.fry@greysauble.on.ca

Subject line: *Forest Growth Rates Analysis – Proposal Submission*

Submission must be submitted by **Friday October 31, 2025 at 4 PM**. Submission received after the deadline of **Friday October 31, 2025 at 4 PM** will not be accepted.

The Grey Sauble Conservation Authority reserves the right to accept or reject all or any proposals and to waive informalities.

The awarding of the contract will be made through written notification.