

**FORESTRY DIVISION OF THE ENERGY, MINERALS AND NATURAL
RESOURCES DEPARTMENT REQUEST FOR PROPOSALS (RFP)
FD-27-001 WILDFIRE MAPPING AND WOODSHED ANALYSIS
RESPONSE TO WRITTEN QUESTIONS**

Section I.B

- 1. Is any portion of this procurement federally funded?**

No.

Section IV.A.1

- 2. Will EMNRD provide the existing model inputs, processing scripts, and intermediate datasets used for the 2020 Forest Action Plan update, or should the fee include recreating that workflow from the published methodology?**

The contractor will recreate workflows using the requested methodology.

- 3. For the updated Wildfire Risk to Communities layer, does the Division require strict adherence to the Day et al. (2021) methodology, or are documented methodological enhancements acceptable and desirable?**

Enhancements are acceptable and encouraged but offerors should follow the general model. Offerors should detail any proposed deviations in their proposals with a focus on how such changes serve Section I.A., Purpose of this Request for Proposals. The primary purpose of this deliverable is to update the Wildfire Risk Layer for New Mexico using the most current publicly available inputs.

- 4. Does the Division intend this procurement to encourage methodological innovation beyond the stated specifications, or is the evaluation focused strictly on delivery of the products as described?**

Technological innovation is not addressed in sections I.A. (Purpose of this Request for Proposals) nor I.B. (Background Information). Whether or not a specific method is innovative is subjective. The Division encourages offerors to review Section V.B. to understand how proposals will be evaluated. If offerors believe their technical includes innovative approaches that the Division has not considered, this should be identified in their technical proposals with a focus on how such changes serve Section I.A., Purpose of this Request for Proposals.

5. Is GeoTIFF an acceptable format for the Wildfire Risk Layer and other deliverables?

Yes.

6. Updating the Day et al. (2021) layer within 30 days is a tight timeline to run statewide simulations. Is the timeline flexible?

Yes. The preferred deliverable timelines are a part of the desirable specification (IV.B.4), not the mandatory specification.

Section IV.A.2

7. Is the template survey for the forest industry design-only, or must the contractor also run the survey and do outreach? How is forest industry defined?

Scope of Work A.2 asks the contractor to create a complete database of forestry industry using existing data, but also by gathering new information.

The Division encourages offerors to clearly describe the methods they will use to create the initial database as well as their approach to survey design in their proposals. The primary purpose of the template survey is for the Division's own, continuing use to maintain the forest industry database. Therefore, it would be logical for the contractor to pilot the survey when creating the initial database and gather new information for the database. The Division has not specified that specific platforms should be used; the contractors should focus on content and assume that the Division has access to typical database and survey software.

The Division understands forestry industry to include forestry operators and wood utilization businesses within New Mexico, as well as regional operators and businesses located outside of New Mexico that are relevant to the growth and success of forest markets within the state.

Section IV.A.3

8. For the Prioritization Model, does the Division require python scripts or is a GIS dataset of the output with report on the methodology acceptable?

The GIS output dataset and methodology report are acceptable.

9. How should the HVRA valuation weights and response functions be developed?

The consultant shall develop the HVRA valuation weights and response functions based on national standards and will provide the Forestry Division with an opportunity to review and offer feedback before they are finalized.

Section IV.A.4

- 10. Are the boundaries of the nine Priority Landscapes fixed and available as GIS files, or will the awarded contractor assist the Division in refining the boundaries as part of the scope?**

For the purposes of this RFP, boundaries will be determined by the Division, are fixed, and will be provided as GIS files. These boundaries will define analytical limits for Scope of Work items 4 through 7.

Section IV.A.6

- 11. Would the Division accept a proposal that delivers the full required scope at the 10-meter specification, with a separately priced option for higher-resolution products using enhanced methods? If so, how would such an option be treated in cost and technical scoring?**

The Scope of Work is not changeable, and no parts of the Scope of Work are optional. Offeror proposals should not include costs for any activities that are not directly related to the Scope of Work. A single Cost Response Form (Appendix D) should be submitted by each offeror.

- 12. For timber cruising deliverables, is the requirement limited to methodologies and protocols, or does the Division expect field data collection during the contract period?**

Field data collection is not required but if the offeror determines it is necessary to inform the development of models and protocols then it should be included in their proposal.

- 13. Is there a preferred file size ceiling, tiling scheme, or coordinate reference system for statewide raster deliverables?**

There is no file size threshold. All geospatial data must be in the NAD 1983 UTM Zone 13N Projection.

- 14. What data will EMNRD provide for the 10 m forest structure rasters, such as lidar or plot data?**

The contractor will be expected to acquire their own input data from either publicly available or proprietary sources.

- 15. If a proposal file exceeds the 30 MB upload limit and is split across multiple uploads, is there a required naming convention or manifest?**

No.

Section IV.B.2

- 16. Is an extension possible for collecting references?**

No.

- 17. Section IV.B.2 directs that completed Organizational Reference Questionnaires be submitted on or before the date indicated in Section II.A, Sequence of Events, but Section II.A contains no row for organizational references. Appendix F states September 28, 2026 at 5:00 p.m. MDT. Please confirm that the Appendix F deadline controls.**

References will be accepted until the deadline stated on Appendix F, September 28, 2026 5:00pm MDT.

Section IV.B.4

- 18. Where in the required organization must the Desirable Specification narrative be placed?**

Submit the Desirable Specification within the Technical Proposal.

Section V.B.1

- 19. For Organizational Experience and References, will experience performed by proposed subcontractors be credited to the offeror?**

Yes, proposed subcontractor experience will be credited. Refer to section IV.B.1.a).

“The experience of all proposed subcontractors must be described.”

Section V.B.2

- 20. May a subcontractor's client references count toward the minimum of three organizational references?**

No.

Section V.B.7

- 21. Is the cost evaluation formula based on each offeror's total project cost with or without gross receipts tax (GRT)?**

The cost evaluation formula is based on each offeror's total project cost with GRT.

Refer to section IV.C.3: "Cost will be measured by total cost, including Gross Receipts Tax (GRT)."

Section V.B.8

- 22. To receive the New Mexico Resident Business or Resident Veteran preference, must the prime contractor itself hold the certification, or can a joint venture qualify if one JV party is certified? What certification documentation must be included with the proposal?**

Preferences will be awarded according to NM Stat § 13-1-21 (2013). Refer to NM Stat § 13-1-21 Subsection F for the calculation of preference for joint proposals.

Certifications must be issued by the New Mexico Taxation and Revenue Department:

<https://www.tax.newmexico.gov/businesses/business-preference-certification/>

APPENDIX C

- 23. The draft agreement provides that all materials developed or acquired under the agreement become State property. Will the State consider language distinguishing pre-existing contractor background IP (models, software, code, and methods developed prior to or outside the agreement) from project deliverables, with the State receiving ownership of deliverables and a license to any embedded background IP?**

Yes.

24. Will Division staff be available for scheduled check-ins and interim reviews at the 30/60/90-day milestones?

Division staff will be available continually throughout the contract period.

25. What insurance types and limits are required of the prime contractor, and must subcontractor insurance be documented at proposal submission or at award?

The Division plans to add the following clause to the contract with the awarded offeror, and all required insurance documentation must be submitted no later than 10 days after the agreement's effective date:

Insurance.

Contractor certifies that, by signing this Agreement, it will establish and maintain during this Agreement's term, the following policy or policies of insurance providing:

Workers' Compensation protection that complies with the requirements of the Workers' Compensation Act, NMSA 1978, Chapter 52, Article 1, if applicable. Employer's liability: \$100,000.00. If Contractor fails to comply with the Workers' Compensation Act and applicable rules when required to do so, EMNRD may terminate this Agreement.

Comprehensive general liability protection (including endorsements providing broad form property damage, personal injury coverage, and contractual assumption of liability for all liability Contractor has assumed under this Agreement or any amendment thereto), pursuant to NMSA 1978, Section 41-4-19, as may be amended from time to time. Limits shall not be less than the following:

bodily injury: \$1,000,000.00 per person/\$1,000,000.00 per occurrence;

property damage or combined single limit coverage: \$1,000,000.00;

automobile liability (including non-owned automobile coverage):
\$1,000,000.00; and

umbrella: \$1,000,000.00.

Such policy or policies shall name the State of New Mexico and EMNRD as additional insured and shall specifically state the coverage provided under the policy is primary over any other valid and collectible insurance and provide a waiver of subrogation.

26. Contractor shall provide EMNRD with a copy of the insurance certificate no later than 10 days after this Agreement's effective date. At EMNRD's request, Contractor shall also provide EMNRD with a copy of the insurance policy, or relevant portions thereof.

Contractor shall notify EMNRD 30 days before cancellation or expiration of any required Workers' Compensation coverage or medical malpractice liability insurance.

APPENDIX D

27. Do the seven rows on the Cost Response form numbered 1, 1, 2, 3, 4, 5 and 9 correspond one for one to Scope of Work Items 1 through 7 of Section IV.A? May offerors attach a supporting basis for cost proposals, or must they submit the form unaltered?

Yes, the seven rows on the Cost Response form numbered 1, 1, 2, 3, 4, 5 and 9 correspond one for one to Scope of Work Items 1 through 7 of Section IV.A. The final contract will be appropriately numbered. Offerors are free to submit supporting bases for cost proposals if they are attached to Appendix D and not included in their technical proposal.