

**PUBLIC NOTICE
REQUEST FOR PROPOSALS**

**ISSUED BY THE STATE OF NEW MEXICO
ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT
FORESTRY DIVISION
FOR
FOREST AND WATERSHED PLANNING & FACILITATION SPECIALISTS**

The State of New Mexico, Energy, Minerals and Natural Resources Department (EMNRD), Forestry Division (Division) is seeking proposals for Forest and Watershed Planning and Facilitation Services (FWPFS) to assist the Division with strategic planning, coordination, and collaboration among agencies and stakeholders to advance the implementation of the 2020 New Mexico Forest Action Plan (NM FAP).

This RFP is directed to individuals and firms who meet the following criteria.

Mandatory Criteria:

- Demonstrated experience organizing and facilitating effective multi-stakeholder meetings, strategic planning sessions, and events for government agencies, non-profits, or stakeholder groups, with a focus on building consensus and implementing collaborative efforts;
- Strong facilitation and technical writing skills, with experience in public speaking, creating engaging meetings, developing meeting summaries, strategic plans, and implementation roadmaps; and
- Knowledge of New Mexico's forest and watershed management challenges and familiarity with the 2020 New Mexico Forest Action Plan.

Preferred Criteria:

- Experience facilitating forest and wildfire management topics and/or natural resource planning issues, including tribal, traditional, and rural community engagement;
- Expertise in managing collaboratives, coalitions and/or large-scale initiatives that involve multiple agencies and levels of government, such as multi-jurisdictional wildfire risk reduction efforts, post-fire watershed restoration programs, planning for rare features such as plants, and forest health initiatives;
- Background in forest management, wildfire protection planning, post-fire recovery, botany, climate adaptation, or similar natural resource management activities.
- Ability to provide or seek approval for continuing education credits for professional training events;
- Availability to respond to requests year-round; and
- Availability to travel and work anywhere in the state.

Potential offerors may view the RFP and submit proposals using the Division's Submittable webpage: <https://emnrd-sfd.submittable.com/submit>.

Questions regarding this RFP may be sent to:

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Proposals are due no later than 5:00 p.m. MDT, June 20, 2025 EMNRD will deem such proposals sealed in accordance with state statute. EMNRD shall not accept proposals received after this date and shall make absolutely no exceptions for proposals not received by the appointed time.

This public notice is given pursuant to NMSA 1978, Section 13-1-113. The Procurement Code, NMSA 1978, Sections 13-1-28 through – 199 imposes civil and misdemeanor criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.