

**Request for Proposal (RFP)**  
Cibola National Forest, Magdalena Ranger District,  
Magdalena Mountains Trail System Plan

**RFP No. 062424**

**City of Socorro, New Mexico**



City of Socorro  
111 School of Mines Rd.  
Socorro, New Mexico 87801

**ISSUE DATE:** May 27, 2024

**DUE DATE:** June 24, 2024

# 1 Overview

The City of Socorro (the City), working with partners including the US Forest Service, have received a grant to advance a Trail System Plan for the Magdalena Mountains within the Magdalena Ranger District of the Cibola National Forest.

The City is currently accepting proposals for the preparation of the Magdalena Mountains Trail System Plan. The desired start date of the project is August 1st, 2024 with a tentative duration of 18 months, ending on or about January 31st, 2026.

The purpose of this Request for Proposal (RFP) is to solicit proposals from various candidates, conduct a fair evaluation based on the prescribed criteria, and select the candidate who is the best fit for the project. The City of Socorro reserves the right to award contract(s) as it sees fit and to the bidder or bidders of its choosing when and how it deems appropriate.

## 2 Project Scope of Work

### 2.1 Project Summary

Develop a master plan (the Plan) that evaluates the Cibola National Forest, Magdalena Ranger District, Magdalena Mountains Trail System. This plan will incorporate an understanding of the surrounding area trail opportunities and how the Magdalena Mountains Trail System fits within the broader context of the area's recreational trail use. This document will focus on guiding principles for future trail management and trail management decisions as opposed to prescriptive site-specific plans and actions. A high-level goal with this plan is to set the foundations, and identify any necessary preceding steps required, for a successful NEPA review process and the subsequent stages of plan implementation.

This planning effort will be a collaborative process between the selected Contractor, partner and stakeholder groups, the Cibola National Forest, and the public. This project will identify the areas of strength and weakness in the trail system design based on public demands and needs as outlined through the collaborative process. It will identify opportunities to improve the trail system while considering the limitations based on capacity, geology, hydrology, terrain, and threatened and endangered species. Initial inputs to help define the state of the network and public needs have been collected in an open GIS platform.

The Plan is intended to be a decision maker's guide to trail system changes and requests initiated either internally or externally. This document should be applicable for 10-20 years and be resilient to changing natural, political, and recreational conditions as well as forest service staff turnover.

Case studies are included for two to three high priority projects. These are intended to be site-specific short-term actionable plans, with sufficient detail provided to enter the NEPA review

process managed by the USFS (in collaboration with the BLM, where applicable.) These projects would form the first implementation phase of the Plan. One case study has been identified - the Baldy to Bosque trail - while others can be identified based on stakeholder input and feasibility during plan development.

The Magdalena Mountains encompass approximately 150 square miles. The existing Magdalena Mountains trail network includes approximately 70 miles of trails. Public input on possible additions or substitutions to be analyzed include approximately 25 miles of routes with defined corridors and connections. A summary of the existing network trails and possible additions is provided in Section 2.3.3.

## 2.2 Project Deliverables

The following deliverables are anticipated over the course of this contract.

### 2.2.1 Kick-Off Meeting

A meeting with the USFS and partners to formally initiate the project, coordinate parallel efforts (such as GIS data collection by the trails alliance, and specialist surveys by USFS biologists, archaeologists, etc.) and discuss driving requirements and constraints on the project and plan. Key discussion points from the meeting and action items to be documented and distributed by the contractor.

### 2.2.2 Stakeholder Input Meeting

A meeting with representatives of the user community to gather input on system status, user group needs, and any related stakeholder concerns that should inform the trail plan.

### 2.2.3 Monthly Coordination Meetings

Monthly coordination meetings (via virtual teleconference) with the USFS and partners. Key discussion points from the meeting and action items to be documented and distributed by the contractor.

### 2.2.4 30% and 70% Draft Reviews

Presentation of draft plan materials at approximately 30% and 70% completion stages as a formal opportunity to gather input from the USFS and partners on the status and direction of the plan. Key discussion points from the meeting and action items to be documented and distributed by the contractor. Alternative review milestones may be proposed by the contractor to better fit the work plan.

## 2.2.5 Case Study Workshops

A workshop with the USFS and partners to inform the actionable plans for the case study projects. A total of three workshops are anticipated (supporting three case studies and the associated site-specific improvement plans).

## 2.2.6 Trail Plan Document

The Plan is the primary documentation deliverable associated with this statement of work. A notional outline to scope the project is provided below.

### Potential Trail Plan Sections & Outline

- Current Conditions
  - Broad overview of the trail system
    - In context with broader, adjacent recreation opportunities
  - Surrounding area's trail opportunities
    - City, County, State connectivity and context
- Collaborative Input
  - What are the public demand trends
    - More mountain biking; hiking preference for loops; examine opportunities to add trails to existing trail systems to improve access and create smaller loop distances, and expand trailheads.
    - Trail-based tourism, local economic development.
    - Baldy-to-Bosque Trail interconnectivity
    - Grand Enchantment Trail interconnectivity
  - Use and User conflicts
    - Unauthorized use by motorized vehicles.
- Magdalena Ranger District – Magdalena Mountains Assessments
  - No motorized trails in the network. Forest does include double track system roads with no vehicle class designation that contribute to non-motorized recreation loops.
  - Identify trail sections for reroutes/decommissioning.
  - Evaluate non-system, user-created trails to help determine social use patterns/trends in trail system redevelopments. Proposed alignments could include footprints from non-system trails, but these alignments should be optimized for sustainable use.
  - Consider opportunities for trailhead improvements to existing infrastructure and the addition of new locations as per the needs of the system.
  - Consider interconnection to nearby Box-Enterprise Trail Network (Baldy-to-Bosque Trail) and regional trail routes (Grand Enchantment Trail).
  - When possible, alignments should create destination worthy experiences that provide high scenic value, tie in unique features found on the landscape, and complement the characteristics of the district which reflects more of a primitive and rugged sense of place.

- Future Planning Considerations
  - Limiting factors to consider
    - Terrain, Geology, Hydrology, T&E species
    - Management direction and constraints
  - Identified Opportunities
  - User conflicts between non-motorized users
  - Considerations for E-bike Use on Network Trails. What classes are in alignment with the spirit of non-motorized uses within the planning area and will have a clear delineation from the emerging market of e-dirt bikes.
  - User developed trail protocol(s)
  - Internal and External Capacities
- Case Studies
  - Baldy to Bosque Site-specific Trail Plan.
    - Include workshop for FS and partners
    - Field design of project for NEPA review and implementation.
  - 1-2 Priority Site-specific Trail Improvement Plans (TBC)
    - Include workshop for FS and partners
    - Field design of projects for implementation

## 2.2.7 Trail Plan GIS Data File

A GIS datafile capturing the routes included in the trail plan suitable for import into standard GIS mapping tools (ArcGIS, Caltopo, etc.).

## 2.3 Context Documents

The following documents and data sources provide supporting context to inform the trail plan.

### 2.3.1 Socorro Area Trail Plan

The City of Socorro and partners have developed a Socorro Area Trail Plan. This plan provides context for trail networks located on City of Socorro, BLM, USFS, MRGCD and NMSLO managed lands within the vicinity of the City of Socorro. It reflects community input on status and needs and describes the neighboring outdoor recreational context for the this Trail Plan for the Magdalena Mountains.

The Baldy to Bosque route, interconnecting the Magdalena Mountains with other parts of the Socorro Area Trail Network and regional trail routes (the Rio Grande Trail and Grand Enchantment Trail) is also described.

Socorro Area Trail Plan:

- [Plan Text \(Draft\)](#)
- [Area Map](#)
- [Baldy to Bosque Trail](#)

### 2.3.2 Magdalena Mountains Travel Management Plan

A travel management planning process was conducted in 2015 for the Magdalena Mountains. The proposed alternative adopted from this planning process is summarized in the following materials:

Magdalena Mountains Travel Management Plan

- [Proposed Action Map](#)
- [Travel Analysis Process & Reports](#)

### 2.3.3 Magdalena Mountains Trail Inventory & Community Inputs

The Socorro Trails Alliance has been conducting trail mapping and maintenance under a volunteer service agreement. User-generated trail inventory, trail status information and plan inputs are captured in the associated files.

- [Existing and Proposed Trail Inventory List](#): A summary of the existing trails in the network to inform the total scope of work. Mileage for each trail (both existing and proposed) is estimated. This data is consistent with the user-generated trail inventory and plan inputs below.
- [Initial User-Generated Trail Inventory & Plan Inputs](#): Network trails are shown in green and orange. Network roads relevant to the non-motorized trail network are shown in purple. Proposed new trails and interconnects are shown in yellow. Dotted yellow routes denote an identified need for interconnectivity, while dashed yellow routes denote possible identified alignments, and solid yellow denote on-the-ground inspected and proposed alignments.
- [Volunteer Trail Reports & Maintenance](#): Scouting reports and trail maintenance reports from the 2023-2024 season. Scouted trails and identified work needs are captured in orange and black respectively. Completed work and cleared trails are noted in green. Partially addressed work needs are noted in yellow. Navigation markers are noted in blue.

## 3 Project Partners:

The following list summarizes the key partners on this project and their anticipated roles:

- **City of Socorro** - The City of Socorro will be the fiscal agent for the project. This RFP is managed by the city, and the city will be responsible for subsequent contract administration.
- **US Forest Service, Cibola National Forest** - personnel from the ranger district and region may participate in this project. The primary recipient of the trail plan would be the Magdalena Ranger District.

- **Bureau of Land Management, Socorro Field Office** - the BLM SFO manages the Box-Enterprise Trail Network adjacent to the forest and interconnected by the proposed Baldy to Bosque Trail.
- **Socorro Trails Alliance** - The STA represents the user community for the non-motorized trails network and will assist with coordinating community input and volunteer in-kind effort in the execution of the project.

## 4 RFP Selection Criteria

All offer submissions that meet the requirements of this RFP and are submitted by the deadline will be considered based upon the materials provided.

Proposals received in response to this request for proposals (RFP) will be evaluated against a set of best-value criteria. The following are the criteria and weights that will be applied in RFP evaluation and should inform proposal content:

Criteria	Weight	Metrics
<b>Proposed Work Plan &amp; Schedule</b>	30%	Robustness of the work plan and fit to program needs inclusive of plan content, target maturity and schedule.
<b>Relevant Experience &amp; References</b>	30%	Relevance of the proposer’s experience to developing the Magdalena Mountains Trail Plan. Key team member qualifications and experience. Reported client satisfaction and past performance.
<b>Price</b>	40%	Affordability and reasonableness relative to the proposed work plan.

The City of Socorro reserves the right to suspend or terminate acceptance of proposals at any time as it sees fit, for any reason, without notice or obligation to any bidder.

## 5 Proposal Format

Proposals submitted in response to this RFP should have the following minimum elements:

- Contact information: The name, title, phone number, and email for the best contact for follow up questions and/or to notify of bid status.
- Work Plan: A work plan responsive to the goals and deliverables described in the SOW. Describe your methodology and capabilities for meeting project deliverables and detail your plan of action for executing and completing this project. Key personnel assigned to the project should be identified. Include a proposed schedule of milestones, assuming a notice of award on July 1st, 2024.

- Summary of Qualifications: Relevant contributions on similar projects, highlighting the contributions of key personnel included in the work plan and the project outcomes.
- Budget and Cost: A firm fixed price total cost and a schedule of payment milestones, tied to deliverables. Optional (additions to) scope may be identified with separate costing (fixed price or time and material rates).
- Insurance: If applicable, provide details of your insurance coverage related to this project.
- References: Provide references with contact information (email and phone number) for previous work of a similar nature.

No page limit (min or max) is imposed in responses to this RFP.

## 6 RFP Deliverables

Proposals will be accepted until 3:00 PM MDT on June 24<sup>th</sup>, 2024. At that time proposals will be opened publicly and recorded. Proposals may also be submitted electronically by e-mail up to the appointed deadline. Any proposals received after this date and time will be returned to the submitting bidder. The proposal must be signed by an official agent or authorized representative of the bidder.

The City of Socorro reserves the right to reject any or all bids, to waive technical irregularities, and to award the bid to the bidder whose bid it deems to be in the best interest of the City of Socorro.

All bids must be clearly marked "**RFP062424**" in the lower left corner of the envelope or in the e-mail subject line. The bidder shall assume full responsibility for the timely delivery of bid. Mailed or hand-delivered bids shall be addressed to:

City of Socorro  
Leopoldo (Polo) Pineda, Jr.  
City Clerk/Chief Procurement Officer  
Post Office Drawer K  
Socorro, New Mexico 87801

Electronically submitted bids shall be addressed to: [ppineda@socorronm.gov](mailto:ppineda@socorronm.gov)

Any outsourced or contracted work is subject to the requirements of this RFP and must be clearly disclosed in the proposal. Any and all costs must be listed in the proposal, including any outsourced or contracted work. Proposals that include outsourced or contracted work must provide a name and description of the individuals and/or organizations being contracted. All costs must be itemized and include a detailed explanation of all fees and associated costs.



Terms and conditions will be negotiated upon selection of the winning bidder(s) and will be subject to review by the City of Socorro and/or its legal advisors, including but not limited to scope, costs, timeline, and anything else applicable to the project.

All questions regarding this invitation for bid and the associated statement of work shall also be directed to the Chief Procurement Officer, Leopoldo (Polo) Pineda, Jr., at 575-835-0240 or email [ppineda@socorronm.gov](mailto:ppineda@socorronm.gov).

## 7 RFP Schedule

The following represent the key schedule milestones associated with the RFP process.

<b>Milestone</b>	<b>Date</b>
RFP Posted	5/27/2024
Pre-bid Meeting (Virtual, voluntary)	6/10/2024, 2PM MDT
Bidder Question Deadline	6/17/2024
Proposal Deadline	6/24/2024
Notice of Award	7/01/2024

The pre-bid meeting will be virtual. Please contact the City of Socorro Contracts Manager for the connection information. Questions received after the question deadline may not receive a response prior to the proposal deadline.