



**San Ildefonso Services, LLC**

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**REQUEST FOR PROPOSALS**

FOR

**Siting, Design & Engineering of Five Cell Towers**

Requested By:  
San Ildefonso Service, LLC

Proposals due no later than

**Jan. 18, 2026**

Contact:

Peter Fant

Submit/Email Proposals to:  
Email: [pfant@sanisvcs.com](mailto:pfant@sanisvcs.com)

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## **I. PROJECT INFORMATION**

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### **A. Introduction**

San Ildefonso Services, LLC (“Owner”) is soliciting proposals from qualified telecommunications design and engineering firms (“Consultant”) to provide professional services related to the siting, permitting, design and engineering of **five (5) new wireless telecommunications tower sites in San Ildefonso Pueblo, New Mexico.**

This Request for Proposals (“RFP”) describes the required scope of services, performance expectations, proposal requirements, and evaluation criteria that will be used to select the Consultant.

All work shall be performed in accordance with applicable federal, state, local, and tribal regulations, including but not limited to FCC, FAA, NEPA/Section 106, and New Mexico building and zoning requirements.

### **B. Project Overview**

The project includes:

1. Development of service area coverage heatmap maximizing coverage but minimizing tower height
2. Site assessment and data collection for five new tower locations within The San Ildefonso Pueblo.
3. Civil, structural, electrical, and RF/telecom engineering and design.
4. Assisting with Environmental and Cultural Resource inventory
5. Preparation of construction documentation suitable for permitting and construction.
6. Permitting support, including coordination with authorities having jurisdiction.
7. Assist with procuring bids, negotiating construction contracts and project management during construction.
8. Support construction inspection services.

The outcome is to deliver **construction-ready, permit-approved designs** that will support bidding and construction at each site.

### **C. Background and Location**

The San Ildefonso Services (SIS), LLC applied for and received a grant for the middle mile fiber deployment and installation of 5 different cell towers within the San Ildefonso Pueblo in Santa Fe County, New Mexico. The award is from the Connect New Mexico Fund grant. The Fiber deployment has been completed, and SIS will now be focusing on the Cell tower installations. Fiber will be connected to each of the cell towers.

An invitation for bid will be drafted to bid for the construction and installation of the cell towers based upon the final design and engineering.

#### **D. Contracting Party**

The San Ildefonso Services, LLC is issuing this Request for Proposals (RFP) from qualified engineering consultants.

#### **E. Area of Project**

The area is within the boundaries of the San Ildefonso Pueblo Indian Reservation.

The following five (5) tower locations will be finalized during Site Acquisition and Preliminary RF Engineering. Consultants shall reference these placeholder designations when preparing proposals and pricing.

##### **Proposed Site Designations:**

- Site 1 –SR 4, Santa Fe County, NM (Latitude: 35°51'4.17"N / Longitude: 106°13'13.90"W)
- Site 2 – SR4-502 Santa Fe County, NM (Latitude: 35°52'11.42"N / Longitude: 106°12'57.61"W)
- Site 3 –San I WaterTank Santa Fe County, NM (Latitude: 35°53'21.13"N / Longitude: 106°79.57"W )
- Site 4 –El Rancho Santa Fe County, NM (Latitude: 35°53'22.53"N / Longitude: 106°5'7.15"W)
- Site 5 –SC Boundary Santa Fe County, NM (Latitude: 35°55'33.52"N / Longitude: 106°731.50"W)

#### **F. Duration**

The duration is until the final design is completed and the construction is complete.

#### **G. Compensation**

Lump Sum is preferred once scope for a task is identified, but tasks will be negotiated for each tower to allow optimal utilization of Pueblo resources and minimize overall costs.

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## **II. SCOPE OF SERVICES and KPI's**

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#### **A. Site Assessment & Data Collection Description**

Consultant shall visit each proposed site to verify physical conditions and collect all necessary data, including property boundaries, existing access, utilities, topography, and visible environmental constraints (e.g., drainage, sensitive areas, nearby structures).

Consultant will:

- Develop and overall heat map for coverage of cell and radio service within the transportation corridor up to Los Alamos National Lab and across the Pueblo.
- Conduct field survey and/or coordinate or provide with licensed surveyors.
- Document existing conditions with photos and field notes.
- Coordinate with Cultural Resources inventory and Environmental
- Identify constraints that may impact design and constructability.
- Develop preliminary plan sets, maps and photo renderings that can be used to present the project to Tribal Governor, Tribal Council, and Community in

- public meetings,
- Work with SIS to begin the site cultural and environmental clearance process

### **RFP Submittal Requirements**

Proposers shall describe:

- Their site visit and data collection methodology.
- Use of survey equipment, GIS, and quality control practices.
- Example deliverables (e.g., sample site survey or field report ).

## **B. Engineering & Design**

This phase includes all **survey, civil, structural, electrical, and RF/telecom** design work necessary to produce a complete construction-ready package.

### **1. Survey**

Consultant shall:

- Work with Tribal Realty Department, Santa Fe and Los Alamos County, NMDOT, and local power and utilities to identify land ownership and easements
- Develop maps of each site identifying ownership, easements, access and power supply
- Develop legal descriptions necessary to obtain access for project development.

### **RFP Submittal Requirements**

Proposers shall describe:

- Their approach for identifying land types and access.
- Familiarity with New Mexico, Tribal, and BIA legal survey requirements.
- Sample survey drawings.

### **2. Civil Engineering Description**

Consultant shall design:

- Site/compound layout (fencing, gate, equipment pads, shelter locations).
- Access road and turn-around, including fire access requirements.
- Grading and drainage, including erosion control where applicable.
- Utility routing for power and fiber from available sources.

### **RFP Submittal Requirements**

Proposers shall describe:

- Their civil design approach for tower sites.
- Familiarity with New Mexico drainage, grading, and environmental standards.
- Sample civil/site drawings.

### **3. Structural Engineering Description**

Consultant shall provide structural design and analysis for the new tower(s) and foundations, including:

- Tower type selection (self-supporting, monopole, or guyed).
- Design per **TIA-222-H** and applicable New Mexico codes.
- Analysis for antenna, radio, and microwave dish loading.
- Consideration of wind, ice, and seismic loading.

### **RFP Submittal Requirements**

Proposers shall describe:

- Their structural engineering experience with telecom towers.
- The credentials of the Engineer of Record (New Mexico P.E. required).
- Approach to designing for future collocation capacity.

### **4. Electrical Engineering Description**

Consultant shall design electrical service and grounding systems for each site, including:

- Service entrance design and distribution to equipment.
- Grounding and bonding per NEC and applicable telecom/carrier standards.
- Provision for standby power (generator or UPS) as required by carrier.
- Site lighting (as needed) and security and safety systems.

### **RFP Submittal Requirements**

Proposers shall describe:

- Their electrical design approach for tower sites.
- Experience with NEC-compliant grounding and bonding.
- Sample electrical/grounding plan.

### **5. RF & Telecom Design Description**

Consultant shall coordinate with Owner and carriers to develop RF/telecom design that includes:

- Antenna sector configuration (heights, azimuths, and downtilt).
- Feeder/cable routing and equipment placement.
- Microwave path analysis and line-of-sight (LOS) study, where applicable.

### **RFP Submittal Requirements**

Proposers shall describe:

- RF and telecom design experience, especially in rural/remote markets.
- Tools and methods used for LOS analysis and path design.
- Example RF/antenna design drawings.

## **C. Construction Documentation**

### **Description**

Consultant shall prepare a complete set of **sealed construction documents** suitable for permitting and construction, including:

- Site plan and compound layout.
- Access road and grading plans.
- Utility plans (power and fiber).
- Tower elevation and loading diagrams.
- Antenna and equipment mount details.
- Grounding and electrical sheets.
- Structural analysis report and design notes.

### **RFP Submittal Requirements**

Proposers shall describe:

- Typical sheet set and drawing standards.

- Quality control and review process prior to final issue.

## **D. Permitting Support**

### **Description**

Consultant shall support and/or prepare permitting and entitlement submissions, including:

- Support for FAA/FCC/NEPA/Section 106 filings, where applicable.

### **RFP Submittal Requirements**

Proposers shall describe:

- Experience with New Mexico and Tribal zoning/building authorities.
- Experience with telecom regulatory processes (FAA/FCC/NEPA).

## **E. Project Management**

### **Description**

Consultant shall provide project management throughout the engagement, including:

- Schedule development and maintenance.
- Coordination with Owner, landowners, utilities, and carriers.
- Regular progress reporting and issue tracking.
- Quality assurance reviews at each major phase.

Assist with the bidding process for construction of each tower.

- Preparation of bidding documents

Consultant should explain approach to get projected expedited and completed as soon as possible. Must provide a timeline or schedule for completion.

### **RFP Submittal Requirements**

Proposers shall describe:

- Proposed project management structure and key personnel.
- Reporting tools and communication approach.
- Sample status report format.

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## **III. PROPOSAL REQUIREMENTS**

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This section describes the mandatory information and submittals that must be included in all proposals. Failure to address all the items may result in the disqualification of a proposal. The SIS is the final authority in determining the responsiveness of a proposal.

Each proposal shall be prepared simply and economically, providing a concise description of the applicant's capability for satisfying the requirements of the RFP. Proposals should not include displays or promotional materials, except as they directly relate to the ability of the applicant to complete the scope of services

All proposals will become the property of the San Ildefonso Services.

**A proposal must include the following information:**

## **A. General Information**

- 1. Identity of Applicant:** Name of Contractor, title, telephone number, fax number, e-mail address, and mailing address. Include a brief description of the project management history and experience.
- 2. Licenses:** The selected Applicant must be properly licensed for survey and engineering in New Mexico and on Tribal lands and apply for a consultant's license from the San Ildefonso Pueblo Taxation Commission.
- 3. Compliance with Applicable Laws and Confidentiality:** Applicants must comply with all applicable federal, state, and tribal laws and regulations and agree to sign a confidentiality agreement and a Debarment certification.

## **B. Project Experience**

**Prior experience in construction project management is required. This is not negotiable.** Individuals must demonstrate the necessary experience in Cell Tower siting, design and engineering. Therefore, proposals must provide examples of at least three (3) projects demonstrating experience within the past five years and **provide (3) relevant references from similar telecom tower projects.**

## **C. Project Scope of Services**

Proposals shall include a detailed scope of services by task of how the services will be successfully completed.

## **D. Project Schedule**

Proposals shall include a project timetable and milestones for completion of the scope of services. And time availability.

## **E. Fee to Perform the Requested Scope of Services**

The consultant should provide a rate schedule and an estimate of anticipated fees. The propose must submit a proposed lump sum fee. **The fee proposal shall remain in effect for at least ninety (90) days after proposals have been reviewed.**

## **F. Key Personnel to be assigned to the Project**

Proposals shall set forth the qualifications and proposed project responsibilities for the key personnel that will be assigned to the project.

## **G. Professional Insurance and Debarment Statement**

Evidence of Professional Errors and Omissions Insurance and General Liability Insurance must be provided. A certified statement that the Consultant or Company is not barred, suspended or otherwise prohibited from professional practice by any federal or state agency

is also required.

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#### **IV. SUBMITTAL PROCEDURES**

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No Prebid meeting will be held, but may be scheduled if questions reveal the need

Questions must be submitted by January 14, 2025 by 5 pm to [pfant@sanisvcs.com](mailto:pfant@sanisvcs.com)

Submit (1) electronic proposal clearly marked "**SIS Cell Tower Siting, Engineering and Design**" to: San Ildefonso Services, Attention: Peter Fant at [pfant@sanisvcs.com](mailto:pfant@sanisvcs.com)

Proposals must be received by the SIS office email by **5 pm January 18, 2026** All proposals received after this time will not be considered.

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#### **V. GENERAL INFORMATION**

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##### **A. Single Point Applicant**

Single applicant responsibility is required under this RFP, that is, each proposal responding to the RFP must show that the applicant is able to provide all professional services and special services, to fulfill the terms of this RFP, and the applicant, if awarded the contract, must be the sole contracting party with SIS.

##### **B. Contract**

The SIS will use its Professional Services Agreement for the applicant awarded the project.

##### **C. Evaluation Criteria**

Proposals shall be reviewed based on responsiveness to SIS needs, cost and clarity of content.

The SIS will seek to select the best professional for this project for the most reasonable cost. The best proposal will be one that yields the greatest benefit to the SIS, which may not necessarily be the lowest cost proposal.

Proposals will be evaluated by a Committee which will review the submitted electronic proposals with consideration given in accordance with the following criteria:

#### **POINT RATING & EMPHASIS**

1. Project understanding and approach ..... 15 Points
2. Experience & familiarity with Engineering and design of cell towers..... 20 Points
3. Familiarity and experience in working with Tribal Governments ..... 5 Points
4. Fee Proposal (lump sum)..... 45 Points

5. Time Completion Timeline ..... 10 Points

6. Native American Preference..... 5 Points

This RFP does not commit the SIS to award a contract or pay any costs incurred in the preparation of proposals. The SIS reserves the right to reject any and all proposals, to waive any irregularities and informalities and to re-advertise when it is deemed to be in the best interests of the SIS.