# PUEBLO OF POJOAQUE ENTERPRISE CORPORATION

A Pueblo of Pojoaque Chartered Corporation

# CITIES OF GOLD HOTEL  REQUEST FOR PROPOSALS

Guest Bathroom Renovation

| **Project** | **92 guest bathrooms; designated hallway countertops** |
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| **RFP issued** | Monday, October 26, 2026 |
| **Mandatory site walk** | Monday, November 2, 2026, 9:00 a.m. Mountain Time |
| **Questions due** | Wednesday, November 4, 2026 |
| **Written responses / addenda** | Friday, November 6, 2026 (anticipated) |
| **Proposals due** | Friday, November 13, 2026, 5:00 p.m. Mountain Time |
| **Submission** | Athena Lopez<br>alopez@buffalothunder.com |
| **Owner** | Pueblo of Pojoaque Enterprise Corporation |
| **Project location** | Cities of Gold Hotel, 10 Cities of Gold Road, Santa Fe, NM 87506 |

## 1. Introduction and Project Overview

The Pueblo of Pojoaque Enterprise Corporation is requesting proposals from qualified contractors to complete the remaining bathroom renovations at Cities of Gold Hotel in Pojoaque, New Mexico. The project includes 92 guest bathrooms, along with removal and replacement of designated hallway countertops. Cities of Gold has already established the renovation design and will provide the primary materials needed for the work. Our goal is to complete these improvements efficiently, maintain consistent quality throughout the property, and minimize disruptions to hotel operations. Contractors should provide clear pricing, qualifications, staffing, and a realistic schedule.

We are looking for contractors to carry out the existing renovation plan, not propose a new bathroom design. The photos in Attachment B show the finish standard we expect. The hotel will remain open during construction.

## 2. Work to Be Completed

- Protect occupied rooms, corridors and adjoining property; demolish and dispose of existing bathroom fixtures and finishes as needed.
- Install owner-furnished flooring, tile, shower/tub surrounds, vanities, countertops, sinks, faucets, toilets, mirrors, lighting, fans, paint and accessories as applicable.
- Perform authorized plumbing and electrical disconnects, reconnections, waterproofing, sealing, testing, finishing and punch-list correction within appropriate license classifications.
- Remove and replace designated hallway countertops using owner-furnished materials; include demolition, disposal, installation, finishing and protection. Price separately. Countertop quantities, dimensions and locations are to be confirmed by addendum.
- Provide separate pricing for full renovations and identified partial/completion work. The Owner will identify any partial-work rooms in a room schedule.

Bidders must verify dimensions and site conditions at the mandatory walk.

## 3. Materials and Plumbing Allowance

Cities of Gold will provide the primary fixtures, finishes, and countertops. The contractor will provide labor, supervision, tools, equipment, site protection, and standard installation supplies. Please check owner-provided materials before installation and report any shortages or defects. Contractors are responsible for damage caused by their improper handling or installation.

Include a separate allowance of up to $100 per bathroom for miscellaneous plumbing materials, or $9,200 maximum for 92 bathrooms. Only actual, approved costs supported by receipts may be billed. Anything above $100 for an individual bathroom requires written approval before purchase.

## 4. Construction Schedule and Hotel Operations

- Plan on no more than six rooms out of service at once. Hotel management may approve up to 20 rooms at a time if the contractor provides a staffing and supervision plan showing the crew can complete and return those rooms to service on schedule. Approval must be in writing.
- Work may not begin before 7:00 a.m. Weekend work is allowed with hotel coordination. The hotel must approve daily ending times.
- Maintain guest separation, dust and noise controls, secure access and coordinated service interruptions. Clean work areas daily and remove debris promptly.
- Hotel management may inspect work after demolition, during plumbing and electrical work, and during finishing. Please coordinate inspections before covering work. Rooms may return to service only after final inspection and acceptance by designated hotel management.

## 5. Existing Conditions and Mold

Mold or moisture concerns have been reported in some bathroom areas. If you find suspected mold, moisture damage, or other concealed issues, stop work in the affected area and notify hotel management. Mold remediation is not included in the base bid. Affected areas should be assessed before demolition.

## 6. Schedule and Delivery

Please tell us when your crew can start, how many bathrooms you can complete each week, how long each room will be out of service, and when you expect to finish. Include staffing, proposed phases, inspection points, and any material or scheduling concerns.

## 7. Contractor Qualifications

- Company legal name, authorized contact, New Mexico license classifications/numbers and proposed subcontractors.
- Three relevant commercial or hospitality renovation references and examples of comparable work.
- Named project manager/superintendent, crew capacity, safety and guest-protection approach.
- Evidence of general liability and workers' compensation coverage, including limits and expiration dates. Minimum insurance and additional-insured requirements will be finalized by Owner before contracting.
- Identify anticipated permits, inspections and applicable Tribal or other jurisdictional approvals; requirements must be verified before execution.

## 8. Contractor Pricing

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| **Full bathroom renovation — unit labor price** | **$_____** |
| **Full bathroom labor extension (up to 92; adjust for partial work)** | $_____ |
| **Partial/completion work — itemized unit rates/subtotal** | $_____ |
| **Demolition and debris disposal** | $_____ |
| **Equipment and ordinary consumables** | $_____ |
| **Hallway countertops — unit price and separate extended total** | $_____ |
| **Miscellaneous plumbing allowance (maximum $9,200)** | $_____ |
| **Other disclosed costs / taxes if applicable** | $_____ |
| **TOTAL PROPOSED BID (clearly identify inclusions)** | $_____ |

Please show each cost separately so we can compare proposals fairly. Do not count partial bathrooms, hallway countertops, or the plumbing allowance twice. List any exclusions, assumptions, alternates, and proposed rates for approved additional work. The hotel's internal budget will not be shared.

## 9. Quality, Warranty and Payment

Finished bathrooms must match the approved standard in Attachment B, allowing for different room layouts. Contractors must test fixtures, correct defects, finish punch-list items, and provide at least a one-year workmanship warranty beginning when the work is accepted.

## 10. What to Include in Your Proposal

- Signed cover letter from an authorized representative with company contact details.
- Qualifications, licenses, subcontractors, three references and named project leadership.
- Itemized pricing using Section 8; full and partial bathroom rates; separate plumbing allowance.
- Project schedule, room-turnaround rate, six-room plan and staffing proposal if requesting more than six rooms.
- Insurance information, safety/guest protection approach, warranty and list of exceptions.
- Confirmation that prices remain valid at least 60 calendar days after bid deadline and acknowledgement of all addenda.

The mandatory site walk is November 2, 2026, at 9:00 a.m. Mountain Time. Send questions in writing by November 4. We expect to issue written answers and any addenda

on November 6. Email proposals by November 13, 2026, at 5:00 p.m. Mountain Standard Time to alopez@buffalothunder.com. Please acknowledge all addenda in your proposal.

## 11. How Proposals Will Be Reviewed

Cities of Gold will review proposals using the criteria below. The goal is to select a qualified contractor who offers good value, reliable scheduling, and the ability to work safely in an operating hotel. The proposed scoring weights are subject to management approval before publication.

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|---|---|
| **Cost and pricing completeness** | **30 points** |
| **Relevant hospitality renovation experience / references** | 20 points |
| **Staffing, capacity, schedule and phasing** | 25 points |
| **Occupied-hotel safety, quality and work approach** | 15 points |
| **Proposal responsiveness and warranty** | 10 points |

Any Tribal or Native-owned business preference will be applied. The Owner will communicate any such requirements to all bidders.

## 12. RFP Terms and Tribal Requirements

Cities of Gold may reject proposals, request clarification, negotiate, change the scope, issue addenda, or cancel this RFP. Issuing this request does not guarantee a contract award or reimbursement of bid preparation costs.

The final contract will set out insurance, payment, change orders, termination, confidentiality, dispute resolution, and any applicable Tribal requirements. These terms will be reviewed and approved by the Owner before signing.

Nothing in this RFP waives the sovereign immunity of the Pueblo of Pojoaque or any entity entitled to assert it. Final legal terms are subject to review and approval by the Owner.

## 13. Attachments

Attachment A — Existing Bathroom Conditions (photographs). Attachment B — Established Renovation Standard (photographs). Attachment C — Verified room schedule and hallway countertop measurements (to be supplied by addendum).

## Attachment A — Existing Bathroom Conditions

Photographs are reference material only; contractors must verify actual site conditions.



Existing bathroom overview



Existing tub and tile



Existing vanity and fixtures

## Attachment B — Established Renovation Standard

Photographs are reference material only; contractors must verify actual site conditions.



Completed vanity and flooring



Completed bathroom overview



Completed shower