Request for Proposals (RFP)

Albuquerque Health Care for the Homeless, Inc.

RFP Issue Date:

August 1, 2026

Proposal Due Date:

October 18, 2026*

** Please note a submission extension was made as of 9/23/26.

RFP Reference Number:

RFP-2026-121 Fire

*Please include this RFP number on all proposals and include in subject line for all email communications.

Project Location:

Albuquerque Health Care for the Homeless, Inc. (AHCH)

121 Mountain Road NW

Albuquerque, NM 87102

All communications must be sent to both AHCH contacts below:

Miranda Sedillo
Chief Operations Officer
Albuquerque Health Care for the Homeless
mirandasedillo@abqhch.org
(505) 785-3513

Mary Jo Pratt
Chief Finance and Administration Officer
Albuquerque Health Care for the Homeless
maryjopratt@abqhch.org
(505) 785-3495

1. Organizational Background

Albuquerque Health Care for the Homeless, Inc. (AHCH) is a nonprofit, Federally Qualified Health Center (FQHC) dedicated to delivering compassionate, high-quality, integrated health care and supportive services to people experiencing homelessness and housing instability in Albuquerque, New Mexico. Our work is grounded in trauma-informed, harm reduction, housing-first, and human-centered approaches that prioritize dignity, respect, and client voice.

2. Purpose of the RFP

Albuquerque Health Care for the Homeless (AHCH) is soliciting proposals from qualified, licensed demolition contractors to provide all labor, supervision, materials, equipment, permits, and services necessary to evaluate, demolish, remove, and legally dispose of a fire-damaged structure and its contents located on the AHCH main campus.

The selected contractor will perform all work in accordance with applicable federal, state, and local regulations while minimizing disruption to ongoing operations.

A structure located on the AHCH main campus, 121 Mountain Road NW, Albuquerque, NM 87102, sustained significant fire damage on April 2026. AHCH seeks a contractor to:

- Assess the condition of the structure
- Inventory remaining contents
- Identify salvageable items
- Coordinate hazardous material evaluation and remediation, if necessary
- Demolish the structure
- Remove debris
- Restore the site to a safe condition

The building is located on an active healthcare campus serving vulnerable populations. Maintaining safety and minimizing operational disruption are critical.

3. Building Specifications

Information provided regarding the building is believed to be accurate but is provided for informational purposes only. Contractors are responsible for independently verifying existing site conditions.

General Overview

Built in 1985
1-story
1,957 Gross Square Feet
Not sprinklered

Structural
This structure is a 2x4 wood frame construction with a sloped truss roof with no insulation from the interior.

Exterior Cladding
The exterior is painted T1-11 siding panel.
Windows
Existing windows are single plane with no insultation properties.

Roof
The existing roof is a metal panel system over sheathing, with attic ventilators. Attic space is not insulated, but insulation does exist above ceilings.

Mechanical/Electrical/Plumbing/IT
This building has a gas unit for heating and an evaporative cooling unit. There is a single restroom with a toilet and lavatory, and two separate floor sinks. There is minimal IT infrastructure used mainly to serve exterior security system. There is a single electrical panel that is outdated to code requirements.

Functionality
The building was used for facilities storage and workspace.

Environmental Assessment
A Phase 1 Environmental Assessment was completed in August 2022. The assessment indicated concentrations of chloroform and trichloroethylene inside the building above the industrial vapor intrusion screening level guidelines by the New Mexico Environmental Department. This suggests a potential vapor encroachment condition (VEC). The assessor, Western Technologies, did not consider this to be a recognized environmental condition (REC) due to the building not being routinely occupied. Several cleaning products and solvents were stored inside the building at the time of the fire. Lead and asbestos testing have not been completed.

4. Scope of Work

The selected contractor shall provide all labor, equipment, supervision, permits, transportation, and disposal to complete the project.

The following table outlines the phases of the project, contractor roles and responsibilities, and associated deliverables required of AHCH.

Contractor shall provide:

- Licensed supervision
- OSHA-compliant work practices
- Daily site cleanup

- Safety barriers
- Dust suppression
- Traffic management
- Utility coordination
- Required permits
- Final inspections
- Coordination with AHCH's insurance carrier, adjuster, investigators, and other representatives as requested by AHCH.
- Preservation of evidence and suspension of work in areas identified by AHCH, its insurer, or investigating authorities until written authorization to proceed is provided.
- Documentation necessary to support AHCH's insurance claim, including photographs, inventories, reports, and cost documentation.

Final acceptance of the project shall occur only after AHCH has reviewed the Final Project Closeout Package, verified completion of all contract requirements, confirmed that any punch list items have been resolved, and issued written acceptance. Submission of documentation alone shall not constitute project acceptance or relieve the Contractor of responsibility for incomplete or defective work.

Phase	Activities	Deliverables
1 – Site Evaluation	• Conduct a complete structural evaluation of the fire-damaged building. • Document visible damage. • Identify immediate safety hazards. • Recommend demolition methods. • Identify utilities requiring disconnect or coordination. • Verify site access requirements. • Identify any hazardous materials requiring specialized handling.	• Written assessment • Site photographs • Safety recommendations • Demolition work plan

2 – Inventory & Salvage	Prior to demolition, contractor will:
	• Conduct a room-by-room inventory of remaining contents.
	• Photograph all remaining property.
	• Prepare an inventory log including:
	  • Description
	  • Quantity
	  • Condition
	  • Salvage recommendation
	• Identify any items suitable for recovery.
	• Coordinate with AHCH regarding retained property before demolition.
	• Sufficiently document inventory and to support insurance claims and property loss documentation.
		• Digital inventory spreadsheet
		• Photo documentation
		• Salvage recommendations

3 – Hazardous Material Coordination	• Identify materials requiring environmental testing and either perform or coordinate testing and remediation through appropriately licensed subcontractors, as approved by AHCH	• Testing methodology • Proof of accredited laboratory used • Estimated schedule • Plan for managing and disposing hazardous materials, if applicable

4 – Demolition & Debris Removal	• Interior and exterior demolition • Foundation removal (identify any exclusions) • Utility coordination • Dust suppression • Noise control, where applicable • Traffic control, when applicable • Pedestrian safety • Temporary fencing • Site security • Protection of adjacent buildings, utilities, landscaping (where practical), sidewalks, and parking areas • Removal of all demolition debris and non-salvageable contents	• Demolition report summarizing: dates and hours of demolition activities, work performed, demolition methods, equipment used, significant challenges encountered, deviations from approved demolition plan, confirmation that all work was completed in accordance with applicable permits and regulations. • Photographic documentation of: key stages of demolition, structural removal, foundational removal, debris loading and removal, and final cleared site. • Copies of daily progress reports • Utility verification confirming: utility disconnections, temporary utility protections, and any damaged utilities requiring repair. • Safety documentation: records of any incident reports and associated corrective actions implemented • Environmental Compliance Documentation (where applicable): Dust control log, air monitoring results, spill reports, hazardous material handing, copies of required environmental permits or notifications • Debris removal Summary: volume, haul loads, disposal destination, confirmation of debris removal • Site Condition Report: remaining hazards, areas requiring restoration, temporary fencing or barricades remaining, and recommendations before site restoration begins, signed statement certifying that site has been left in a safe condition for the next phase of work.
5 – Site Restoration	Following demolition: • Grade site • Fill excavations • Compact disturbed soil • Remove temporary fencing • Leave site safe and clean • Identify any restoration needs excluded from the proposal.	• Site restoration complete report: Restoration activities completed, Final grading performed, Fill materials used (if applicable), Compaction methods utilized, Erosion control measures installed, Confirmation that restoration complies with project specifications • Final Site Survey • Compaction testing results with certification the required compaction standards were achieved

		• Final site restoration photographs • Final safety inspection • Completed punch list • Final warranty information • Final Project Closeout Package, including all project reports, inventories, environmental documentation, waste manifests, disposal receipts, photographic documentation, permits, testing reports, and insurance claim documentation.

The Contractor shall furnish all labor, supervision, equipment, materials, transportation, permits, disposal, testing coordination, temporary protections, and incidentals necessary to complete the project unless specifically identified as an AHCH responsibility.

No work outside the approved scope shall be performed without prior written authorization from AHCH. Any request for additional compensation shall be submitted as a written change order identifying the reason, cost impact, and schedule impact prior to performing the work, except in emergency situations necessary to protect life or property.

The Contractor shall retain all project documentation, photographs, reports, testing records, manifests, and supporting documentation for a minimum of seven (7) years following final acceptance and shall provide copies upon request.

5. **Timeline**

AHCH intends to follow the procurement schedule below. These dates are estimates only and may be modified at AHCH's sole discretion.

Milestone	Date & Time
RFP Issued	August 1, 2026
Mandatory Pre-Proposal Site Visit	September 22, 2026 at 1:00 PM (Site Location)
Deadline for Written Questions	September 28, 2026
AHCH Posted Response to Questions	September 30, 2026
Proposal submission deadline	October 18, 2026
Proposal Evaluation Finalized	October 30, 2026
Final Contractor Interviews (if applicable)	November 2, 2026
Notice of Award	November 6, 2026
Contract Negotiations and Execution	November 6 – 13, 2026
Vendor Setup, Insurance Verification, Licensing, and Required Documentation Completion	November 6 – 13, 2926
Notice to proceed & project start	Upon contract execution

6. **Contractor Qualifications**

AHCH seeks proposals from qualified contractors with demonstrated experience performing structural demolition, debris removal, and site restoration following fire or other catastrophic damage. The selected contractor shall possess the technical expertise, staffing, equipment, and financial capacity necessary to safely complete the project while minimizing disruption to healthcare operations and ensuring compliance with all applicable laws and regulations.

At a minimum, proposers should demonstrate the following qualifications:

Organizational Experience

- A minimum of five (5) years of experience performing commercial or institutional demolition projects of similar size and complexity.
- Demonstrated experience with fire-damaged structures, including structural evaluation, contents documentation, demolition, and debris removal.
- Experience working on occupied campuses or facilities where public access, safety, and continuity of operations are critical. Experience with healthcare, governmental, educational, or other mission-critical facilities is preferred.

Licensing and Certifications

- Current New Mexico contractor license(s) appropriate for the proposed work.
- Ability to obtain all permits and approvals required for the project.
- Compliance with all applicable federal, state, and local licensing requirements.

Safety Program

- A comprehensive written safety program that complies with Occupational Safety and Health Administration (OSHA) requirements.
- Demonstrated commitment to workplace safety, including employee training, hazard mitigation, and incident prevention.
- Disclosure of any OSHA citations, significant safety violations, or serious workplace incidents occurring within the past five (5) years.

Environmental and Regulatory Compliance

- Demonstrated knowledge of applicable environmental regulations governing demolition and waste disposal.
- Experience identifying, managing, and coordinating the handling of hazardous materials, including asbestos, lead-based paint, refrigerants, chemicals, and other regulated substances when encountered.
- Experience complying with Environmental Protection Agency (EPA), New Mexico Environment Department (NMED), OSHA, and local regulatory requirements.

Project Management

- Availability of qualified personnel to manage all phases of the project, including project management, field supervision, safety oversight, and quality control.
- Ability to coordinate effectively with AHCH representatives, insurance carriers, regulatory agencies, utility providers, and other stakeholders.
- Ability to complete the project within the proposed schedule while maintaining clear and timely communication.

Insurance and Financial Capacity

- Evidence of sufficient insurance coverage meeting the requirements of this RFP.
- Demonstrated financial stability and capacity to successfully complete the project without interruption.

7. **Proposal Requirements**

Proposals shall be organized in the order outlined below to facilitate a consistent and equitable evaluation process.

a. **Cover Letter**

Include a cover letter signed by an individual authorized to bind the proposer. The letter shall include:

i. Company name and address
ii. Primary contact person, title, telephone number, and email address
iii. Statement acknowledging the proposer has reviewed the RFP and understands the project requirements
iv. Statement certifying the proposal shall remain valid for a minimum of ninety (90) days following the proposal due date

b. **Company Profile**

i. Company history and organizational overview
ii. Number of years in business

iii. Description of experience with commercial or institutional demolition projects
iv. Experience with fire-damaged structures
v. Experience working on occupied healthcare, governmental, educational, or other mission-critical campuses
vi. New Mexico contractor license(s)

c. **Technical Approach**
   i. Describe the proposed approach to completing each phase of the project.

d. **Project Team**
   Identify the personnel assigned to the project, including:
   i. Project Manager
   ii. Designated primary point of contact for AHCH to use throughout the project; this individual should have authority to make day-to-day decisions on behalf of the Contractor
   iii. Superintendent
   iv. Site Safety Officer
   v. Environmental Compliance Lead (if applicable)
   vi. Other key personnel

e. **Project Schedule**
   i. Anticipated project schedule
   ii. Estimated duration of each project phase
   iii. Critical milestones
   iv. Staffing plan
   v. Long-lead items or scheduling assumptions
   vi. Identification of any factors that may impact the proposed schedule

f. **Safety Program**
   i. Written safety program
   ii. OSHA compliance procedures
   iii. Employee training requirements
   iv. Emergency response procedures
   v. Incident reporting process
   vi. Record of OSHA citations or significant safety violations within the past five (5) years

g. **Environmental Compliance**
   Describe how the contractor will provide required project documentation, including:
   i. Hazardous material coordination
   ii. Environmental permitting
   iii. Waste disposal
   iv. Recycling
   v. Air quality management
   vi. Dust suppression
   vii. Spill prevention
   viii. Compliance with EPA, OSHA, NMED, and local regulatory requirements

h. **Documentation and Reporting**
Describe how the Contractor will provide required project documentation, including:
   i. Site assessment reports
   ii. Contents inventories
   iii. Photographic documentation
   iv. Daily Progress Reports
   v. Demolition completion reports
   vi. Site restoration reports
   vii. Waste manifests
   viii. Landfill and recycling receipts
   ix. Environmental testing reports
   x. Insurance documentation
   xi. Final Project Closeout Package

i. **Insurance Coordination and Claims Support**
Describe the contractor's experience coordinating with property owners and insurance carriers following fire or catastrophic loss, including:
   i. Documentation prepared to support insurance claims
   ii. Coordination with insurance adjusters and investigators
   iii. Preservation of evidence during demolition
   iv. Cost documentation and reporting
   v. Response to insurance documentation requests

j. **Cost Proposal**
Provide a detailed cost proposal identifying all anticipated project costs.

k. **References**
Provide at least three (3) references for projects completed within the past five (5) years that are similar in size and scope.

l. **Required Attachments**

AHCH reserves the right to request interviews, additional information, or clarification from finalists.

8. Evaluation Criteria
Proposals will be evaluated based upon:

Criteria	Weight
Relevant experience with similar fire-damaged demolition projects	20%
Technical approach and understanding of the scope of work	20%
Project team qualifications and project management approach	10%
Safety program and risk management	15%

Environmental compliance and hazardous material approach	10%
Documentation, reporting, and insurance coordination methodology	10%
Cost proposal	10%
Project schedule and ability to meet AHCH timeline	3%
References	2%

9. **Mandatory Site Visit**
   A mandatory (or optional) pre-proposal site visit will be held:
   Date: August 11, 2026
   Time: 1:00 PM
   Location: 121 Mountain Road NW 87102
   Attendance will be documented.

10. **Definitions**
    a. **AHCH** – Albuquerque Health Care for the Homeless, Inc.
    b. **Contractor** – The successful proposer awarded the contract.
    c. **Project** – Evaluation, inventory, demolition, debris removal, and site restoration activities described in this RFP.
    d. **Substantial Completion** – The point at which demolition and restoration activities are complete and the site is safe for occupancy or redevelopment, excluding minor punch list items.
    e. **Final Acceptance** – Written acceptance issued by AHCH following review of the Final Closeout Package and completion of all contractual obligations.

11. **Reservation of Rights**
    AHCH reserves the right to reject any or all proposals, waive informalities or minor irregularities in proposals received, request clarification or additional information from any proposer, negotiate with one or more proposers, cancel or reissue this RFP, or award the contract in whole or in part if determined to be in the best interest of AHCH. Issuance of this RFP does not obligate AHCH to award a contract or reimburse proposers for any costs incurred in preparing or submitting a proposal.

Albuquerque Health Care for the Homeless appreciates your interest in partnering with us on this important project. The successful contractor will play a critical role in safely removing a fire-damaged structure, protecting the health and safety of our campus, supporting our insurance recovery efforts, and preparing the site for future use. AHCH looks forward to reviewing thoughtful, comprehensive proposals from qualified contractors who demonstrate a commitment to safety, quality, environmental stewardship, regulatory compliance, and effective project management. Questions regarding this RFP shall be submitted in accordance with the timeline outlined herein.

AHCH thanks all proposers for their time, effort, and interest in serving our organization and the community we support.