



Community Development
REQUEST FOR PROPOSAL

OWNER: MILLE LACS BAND OF OJIBWE
43408 OODENA DRIVE
ONAMIA, MN 56359

DATE ISSUED: April 15, 2025

BID DATE: May 7, 2025

PROJECT: 105 Birch Street Onamia, MN - SHOWER INSTALLATION

TO: QUALIFIED GENERAL CONTRACTORS

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids for a residential bathroom renovation located at 105 Birch Street. Bids will be due Wednesday, May 7, 2025 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday May 8, 2025 at 10:00 AM.

A mandatory Pre-Bid site visit will be held on Tuesday, April 22, 2025 at 10:30am.

General Notes:

1. It is the Contractors responsibility to identify any and all discrepancies in the scope of work, not meeting Industry Standards or that which is inconsistent with the International Residential Code (IRC), and Mille Lacs Band of Ojibwe 2025 MLB Project Specification Book.
 2. All electrical wiring, apparatus and equipment for electric light, heat and power, technology circuits or systems shall comply with the rules of the Department of Commerce or the Department of Labor and Industry, as applicable, and be installed in conformity with accepted standards of construction for safety to life and property. **Contractor should provide their electrical subcontractor with sufficient information so that cost of any code required updates are included in their base bid.**
 3. Contractor must reconnect all utilities, service panel or service feed. Also includes gas, propane. Include such equipment or materials identified in the pre-bid conference.
 4. Contractor will secure all permits and fees.
 5. Contractor is responsible for a thorough investigation of the scope of work.
 6. Contractor will repair any damage to the property or structure created by the scope of work.
 7. **NO WORK SHALL BE PERFORMED UNTIL ALL REQUIRED PERMITS HAVE BEEN ISSUED AND COPIES IN THE POSSESSION OF THE PROJECT COORDINATOR AND /OR MILLE LACS BAND BUILDING OFFICIAL.**
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Work Scope Description: Unless otherwise noted all work shall be completed according to the 2025 MLB Spec Book.

Interior:

1. Demo and remove existing Walk-In tub. (walk-in tub will not be re-used or salvaged). Owner, contractor and or any other party may not keep and contractor should render the tub un-useable. The proper disposal to landfill should be included.
2. Supply and install Flexstone Royale Alcove Shower Surround. Include supply and install of 2 15 in. corner shelves. Supply and install Flexstone single threshold shower base with correct sided drain opening. The Surround and component colors to be coordinated by General Contractor and selected by Elder Homeowner. Contractor shall include all materials and labor necessary for installation per manufacturer's instructions, including but not limited to the shower drain and backer boards for walls. Contractor is responsible for field measuring while ensuring that new shower assembly complete fits in the opening.
3. Complete re-do of flooring, sub-floor and base throughout entire bathroom. Seams and edges to be fitted tight and sealed with proper silicone or sealants approved for bathroom wet conditions. Use 10 mil residential vinyl sheet flooring. Color selected by Elder homeowner.
4. The sheetrock walls above the shower surround panels to the ceiling must be smooth and painted with Zinsser mold killing primer first and then a semi-gloss paint. The top edge of the shower surround must be sealed tight at the sheetrock edge.
5. Contractor shall include all costs associated with moving plumbing to align with the new showers heads. Provide (2) shower heads; (1) fixed position over sized shower head and (2) Is a shower head on a wall bar with wand.
6. Contractor shall include all costs associated with adjusting the opening to fit the new shower. Shower shall fit without leaving a gap in the flooring at shower edge. Proper water proof sealant and installation to seal between the floor and shower enclosure.
7. Existing toilet will receive new wax ring. Pull the toilet and res-install with new wax ring.
8. Supply and install CSI Bathware 26"w x 15" wall mounted folding shower seat.
9. Supply and install grab bars per MN Accessibility Code.
10. Replace existing tub valve assembly to eliminate tub spout as new will be shower function only. Remove all faucets and water supply that serviced current walk-in tub. Install Moen handheld showerhead combo with both fixed position shower head and slide bar (Moen T8342CBN) chrome finish. Include all piping necessary to complete shower installations.
11. Patch, tape and texture drywall around the new shower enclosure as needed, including any adjustment for difference in shower sizing; prime and paint all affected drywall surfaces in the bathroom. Sand any existing drywall areas of texture or seams which do not blend-in well. All (new and existing) texturing to match as closely as possible. Prime all drywall with Zinsser mold killing primer. Repaint all drywall surfaces, walls and ceiling with Dover White. When complete, the expectation is that all the paint and texturing looks as uniform as possible.
12. Demo and replace all smoke detectors with spec combo smoke c/o detectors as needed to meet code compliance.
13. Elder homeowner to provide shower curtain and rod.
14. Remove and replace existing bathroom exhaust fan with Spec. Book Panasonic type.
15. The Elder homeowner does not have a second shower or tub. General Contractor will schedule for the least amount of interruption as possible. The Elder homeowner does have a second toilet on another level for during the project.
16. Contractor shall include 0.5% TERO tax fee in base bid. Submission of receipt for paid TERO fee is required with application for final payment.
17. Permit through MLBO. Be sure to figure permit fee according to the updated fee schedule.

Specified Product Substitutions: All proposed product substitutions must be approved by the Project Coordinator 5 days prior to bid. Any approved substitutions, will be made available to all bidders.

Contacts:

Interested bidders shall contact Jim Carpenter at 320-364-9865 or by email at james.carpenter@millelacsband.com to be included on the bidder's list in the event that any addendums are issued for this project.

Mobilization and Project Schedule:

1. The Contractor shall be capable of mobilizing his equipment, crews, and subcontractors within 30 days of a fully executed contract.
2. Project will be substantially complete within 180 days of fully executed contract. Weather dependent exterior items may be allowed to exceed this timeframe with prior approval of project coordinator.
3. General contractor expected to immediately, upon receipt of fully executed contract, source all required materials and products required for the project. Contractor must immediately notify project coordinator of items with long lead times that may impact project schedule.
4. Contractor shall provide means and methods for all building phases of construction.
5. Liquidated damages for exceeding specified timeframes will be in all contracts.

COMMUNITY DEVELOPMENT/PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.

COMMUNITY DEVELOPMENT WILL, TO THE GREATEST EXTENT FEASIBLE, GIVE PREFERENCE IN THE AWARD OF CONTRACT TO INDIAN ORGANIZATIONS AND INDIAN-OWNED ECONOMIC ENTERPRISES.

Bidding notes:

1. Submit proposal in lump sum (supply and install), not to exceed amount.
2. All Contractors (including subcontractors) must comply with Davis Bacon wage requirements.
3. All Contractors must provide the following along with their bid submittal:
 - a. Completed and signed MLB Community Development Construction Bid Form
 - b. Completed schedule of values (billing worksheet page 2).
 - c. A copy of Current MLB Vendor's License (or a copy of the submitted application)
 - d. A copy of Current Insurance Certificate
 - e. A copy of Subcontractor/Material Supplier list
 - f. A copy of valid State of Minnesota Contractor's License
 - g. A copy of Authorized Signature Sheet (submitted with first bid submittal)
4. All Contractors must comply with all Mille Lacs Band of Ojibwe American Indian Employment requirements (see 18 MLBSA § 5). Contact Lori Trail at (320) 532-4778.

All proposals must be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid for 105 Birch Street Onamia, MN 56359
PO Box 509
Onamia, MN 56359**

****Please note that the bids submitted via mail to the P.O. Box. FedEx and UPS will not deliver to a P.O. Box and the Onamia post office will not accept hand delivered items. Please plan accordingly to ensure the timely receipt of your bid submittal. Do not require delivery signature.****

****The Band reserves the right to reject any bid that it is unable to collect at the Onamia post office by the bid deadline date and time, provided that the Band has made diligent and reasonable efforts to collect the bid. The Band reserves this right even in the event that the bid has been postmarked before the deadline.**

PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.

Licensing:

Firms must be licensed with the Mille Lacs Band of Ojibwe. A copy of this license (or the license application) must accompany each bid. Licensing process can take several weeks. If you are not currently licensed with the MLBO, please submit a copy of your license application along with your

proposal. Contact Jackie Smith at 320-384-4773 or via email to: JSmith2@grcasinos.com with questions regarding licensing and for the license application.

PERMIT AND CONTRACTOR REQUIREMENTS:

Permits: Contractors are responsible to attain all necessary permits for all work, including Mille Lacs Band of Ojibwe (MLBO) Permits.

Bonding Requirements: In accordance with Mille Lacs Band Title 7 as updated in Band Ordinance 07-22. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed.

Band Ordinance 07-22 states the following:

For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$100,000.0

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
PROJECT MANAGEMENT

FY 2025 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME:

JOB/PROJECT: 105 Birch Street Onamia Shower Enclosure / Update Installation

LUMP SUM PRICE:

_____ \$
(Written Value)

Acknowledgement of Addendum(s): 1) _____ date 2) _____ date
3) _____ date

BID GUARANTEE PERIOD:

I agree to hold this bid open for a period of **90 days** after the bid opening. If this bid is accepted I agree to execute a Contract and/or a Purchase Order with the Mille Lacs Band of Ojibwe along with furnishing all required bonding (if required) and insurances.

TERO COMPLIANCE:

I understand that this company, its subcontractors and all employees performing work on this project will be expected to comply with all Mille Lacs Band TERO Compliance Regulations. Upon being informed that I will be awarded a contract for this project, I will submit all required TERO Compliance Plans directly to the MLB TERO Office for review and approval.

Acknowledgement of TERO Compliance: _____

ATTACHMENTS REQUIRED: Failure to provide any of these attachments may result in bid disqualification.

- MLB BID FORM (REQUIRED & MUST BE SIGNED)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- LETTER FROM BONDING SURETY (REQUIRED)
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____