



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: April 23, 2024

BID DATE: May 15, 2024

PROJECT: 16235 Nay Ah Shing Drive Onamia, MN

TO: General Contractor

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 *New flooring and underlayment, stair flooring, bathroom remodel, kitchen cabinets and countertops, electrical and lighting, painting at 16235 Nay Ah Shing Drive, Onamia. Bids will be due Wednesday **May 15, 2024 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on **Thursday May 16, 2024 at 10:00 AM.**

A mandatory pre-bid site visit will be held on: Tuesday, April 30, 2024 at 10:00am.

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 2016 MLB Project Specification Book that supersedes previous additions.
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.
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. Contractor shall be responsible for all debris removal related to all work performed under this work scope.
8. 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.

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

Work Scope Description for replacement deck and bathroom update:

Unless otherwise noted all work shall be completed according to the 2016 MLB Spec Book, including products installed.

Note: Contractor should review the latest code requirements for the work as outlined below. Contractor must provide a MLBO Permit. All inspections must be scheduled with the MLBO Building Official at 320-630-2491.

Flooring:

- 1 – Demo and replace flooring and underlayment.
- 2 – Provide and install new underlayment for the entire floor on the entry level. This includes the entry area, kitchen, dining area, living room, family room. Do not re-use any of the existing. There will be sub-floor repair under the underlayment near entry; General Contractor to provide materials and labor to complete removal and replacement as necessary.
- 3 - Direct glue down Vinyl Plank Flooring materials in heavy duty commercial quality. Prepare the substrate in a proper and professional manner to accept the direct glue down Vinyl Plank in 12 mill or 30mm thickness. Ensure that there are not imperfections allowing to telegraph through the finished Vinyl Plank floor surface.
- 4 – Demo all carpet from stairs. Install new vinyl tread and riser covers. Provide and install Johnsonite Service Weight Round Nose (ST) Product for these steps and risers. No substitutions. Include any materials and repairs on the steps and risers to accept the covers.
- 5 – Demo flooring in the hallway at the top of the stairs. This is the area located outside of the two bedroom areas and upstairs bathroom. Provide and install all new underlayment, direct glue down Vinyl Plank Flooring materials in heavy duty commercial quality.
- 6 – Prepare the substrate in a proper and professional manner to accept the direct glue down Vinyl Plank. Ensure that there are not imperfections allowing to telegraph through the finished floor surface.

Upstairs bathroom work:

7. Demo and replace toilet, flooring, underlayment, base, tub, soffited area above the Tub, vanity / countertops and faucets, sheetrock walls in the entire upstairs bathroom and ceiling area. Remove the entire soffit area. Demo the upstairs bathroom completely back to the wall and ceiling studs. Provide all materials and labor to build back. Prepare for paint.
8. Shower enclosure is Warm Rain model #H530A with Handicap bars and backing factory installed shower enclosure with a built in bench and handicap bars. All building materials and bathroom specialties are either missing or will be removed and replaced in this upstairs bathroom, provided new and replace entire bathroom. Provide and install new plumbing, shower faucets and mixing valve, completely new shower set up with supply and waste piping.
9. Demo and replace bathroom lighting. Provide and install all new bathroom lighting to be appropriate light fixtures including a water resistant fixture and bulb above the new shower, (2) other ceiling lights and a new vanity strip light. Ceiling exhaust fan complete with duct through the roof that includes roof boot and all materials and labor complete with humidistat. See MLBO Spec. Book for Panasonic model #FV-05-11VKSL2. (no substitutions)
10. Provide and install new waste and supply lines for the bathroom complete with venting that meets local and state codes.
11. Demo and replace mirror.
12. Provide new GFCI outlet at the vanity area. Provide another general use outlet in the wall adjacent the toilet area.
13. Provide and install Vinyl Plank flooring over General Contractor provided and installed underlayment in this bathroom. All new base at any area receiving new flooring.
14. Provide and install new vanity, top, faucets and sink complete with all new materials as listed in the MLBO Spec. Book. Provide and install all new bathroom specialties including toilet paper dispenser, towel racks, etc...

15. Provide HVAC venting and duct work for the upstairs bathroom supply and return. Include new grilles and vents, covers, etc... See item #4 above for bathroom exhaust.

16. Remove bathroom existing door and frame. Replace with pre-finished, pre-hung door and frame complete with bathroom privacy hardware.

Kitchen:

17. Minor repairs and or replacement of damaged fronts on existing cabinets. Demo and replace kitchen plumbing, sink, faucets, drain, waste lines, supply water and shut-offs as required for fully functioning kitchen sink. Remove damaged cabinet flooring in the cabinet located under the sink. Replace the cabinet base with new bottom.

18. Demo and replace damaged lights, provide and install replacements in same locations.

19. Replace the damaged and non functioning outlets and switches in the kitchen area and along the countertops. Provide and install all new switch and outlet covers.

20. Repair damaged sheetrock walls and ceiling area in kitchen / dining areas.

21. Provide all paint and labor to paint same walls and ceiling.

22. Carpentry to include Demo and replace front door, frame and screen door. Include new hardware and deadbolt lock. Replacement of flooring under cabinet "footprint" area of the kitchen. New subfloor installed.

23. Provide and install new Dishwasher and connections, supply and waste HVAC supply / return vents, etc...

Home Exterior

24. Power wash the siding and exterior finishes.

Living Room

25. Remove the existing ceiling light fixtures and provide and install new fixtures. Repair switching to ensure proper light controls.

26-Remove existing water heater and dispose of properly. Provide and install new Bradford White Hot Water Heater 34,000 BTU 40 gallon natural gas replacement water heater.

27- Alternate #1. Remove carpet and underlayment in (2) upstairs bedrooms. Include all new underlayment, carpet, base and installation.

28- Alternate #2. Repair walls and ceilings, prepare for paint and provide and install new paint for same walls and ceilings in the upstairs bedrooms.

Lower Level Bathroom work: (Bid Alternate #3)

29 – Patch and repair the damaged sheetrock ceiling. Provide all materials and labor.

30 – Remove and replace bathroom exhaust fan. Provide and install a new bath fan with humidistat. See MLBO Spec. Book for Panasonic fan details.

31 – Patch and repair walls and prepare for paint.

32 – Paint bathroom walls and ceiling.

33 – Remove old toilet and provide install new with all required plumbing and water supply and waste plumbing.

34 – Demo and replace vanity. Provide and install complete (BUILDER GRADE) replacement.

35 – Demo and replace mirror.

36 – Toilet paper dispenser and towel racks.

37 – Remove and replace all HVAC vent covers and diffusers / return grill.

38 – Remove old and provide / install new Congoleum Air Step Flooring. Include threshold if required at door. Remove old and provide / install new base.

39 – Remove bathroom existing door and frame. Replace with pre-finished, pre-hung door and frame complete with bathroom privacy hardware.

40 – Remove old and provide / install (2) new ceiling lights and provide / install new vanity light strip type fixture above sink.

Bid Alternate #4 (lower level bathroom)

41- Demo entire interior of room. All plumbing, walls, ceiling. Build back walls and ceiling to a “Vanilla Shell” to be used as storage.

General:

42 - All permits for electrical / mechanical / project work to meet local and state codes. Include MLBO Building Permit cost here.

43. – Include the ½ % TERO Tax.

44. - Include a CONTINGENCY ALLOWANCE OF \$3,500.00 in total.

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, Project Coordinator, at 320-364-9865 (cell) or james.carpenter@millelacsband.com to be included on the bidder's list in the event that any addendums are issued for this project.

Mobilization:

1. The Contractor shall be capable of mobilizing his equipment and crews within seven days of the receipt of Notice to Proceed.
2. Contractor shall provide means and methods for all building phases of construction.

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

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. A copy of Current MLB Vendor's License (or a copy of the submitted application)
 - c. A copy of Current Insurance Certificate
 - d. A copy of Subcontractor/Material Supplier list
 - e. A copy of valid State of Minnesota Contractor's License (if applicable)
 - f. 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 (TERO DIRECTOR) 320-532-4778 or EMAIL Lori Trail at Lori.Trail@millelacsband.com.

All proposals MUST be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development**

Sealed bid: (16235 Nay Ah Shing Drive Onamia, MN)

P.O. 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 Elizabeth Thornbloom at (320)532-8274 or via email at EThornbloom@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 \$100,000.00.

*******ELDER RELOCATION FOR 3-4 WEEKS. General Contractor will not include the cost of relocation in the proposal.**

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
PROJECT MANAGEMENT

FY 2024 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: (16235 Nay Ah Shing Drive Onamia, MN 56359)

LUMP SUM PRICE:

_____ \$ _____
(Written Value) (Dollar Amount)

LUMP SUM PRICE ABOVE TO INCLUDE A CONTINGENCY ALLOWANCE OF \$3,500.00,
(THIRTY FIVE HUNDRED DOLLARS). Include a separate line item as part of total above.

ALTERNATE #1:

Remove carpet in (2) two upstairs bedrooms. Line item #27.

_____ \$ _____
(Written Value) (Dollar Amount)

ALTERNATE #2:

Repair walls and ceilings and paint in (2) upstairs bedrooms. Line Item #28.

_____ \$ _____
(Written Value) (Dollar Amount)

ALTERNATE #3:

Lower Level Bathroom work. Line item #29 - #40.

_____ \$ _____
(written value) (Dollar amount)

ALTERNAT #4:

Demo the entire bathroom in lower level. Build back to "Vanilla Shell" for storage.
Line Item #41.

_____ \$ _____
(written value) (Dollar amount)

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 (MUST BE SIGNED) ○ LETTER FROM BONDING SURETY (If required)
- MLBO VENDOR LICENSE ○ SUB-CONTRACTOR LISTS (Include values)
- COPY OF CURRENT INSURANCES ○ COPY OF MINNESOTA CONTRACTOR'S LICENSE (if applicable)

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____

