



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: March 31, 2022

BID DATE: April 27, 2022

PROJECT: 16467 Atooban Drive Onamia, MN 56359

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 ELDER HOME RENOVATION at 16467 Atooban Drive, Onamia. Bids will be due Wednesday **April 27 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday April 28 **at 10:00 AM.**

A mandatory pre-bid site visit will be held on: April 12, 2022 at 1:00 pm.

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:

House Exterior:

1 – Remove old windows and frames. Dispose of properly. Provide and install new exterior windows. The MLBO Specified window units are (Thermo Tech Vinyl Windows and Doors). As part of the window replacement; include all framing, insulation and materials required for a complete and thorough replacement. All existing window shutters, exterior siding and exterior finish be brought back to current design and standard as exterior window and door work is completed.

2 – Replace the Patio Doors and frame complete from Dining Area to Deck. Include the lumber and carpentry labor to repair the framing in the opening.

3 – Remove old, provide and install weather stripping on exterior doors.

4 - Install the windows and exterior door frames with low expanding foam.

5- Include all siding materials and repairs.

Home Interior:

4 - Repair, prime and paint all walls and ceilings. Entire home interior to be included.

5 - Remove old baseboard and provide and install with new throughout the entire home.

6 - Remove and dispose of all existing carpet. Provide and install new carpet. Include all necessary substrate prep. materials and labor with carpet replacement.

7 – Provide and install new interior trim wherever trim is damaged or removed for windows and door installation. All trim must match throughout the home. Remove old and provide and install new window blinds throughout the entire home.

8 – Provide and install all new smoke / carbon monoxide alarms as code requires.

Kitchen:

9 – Remove old cabinets and countertops and dispose of properly. Provide and install new kitchen countertops and cabinets in the same configuration.

9a. alternate #1: Leave cabinets and countertops and make minimal, necessary repairs to the existing cabinets, cabinet doors and countertops.*****

10- Remove and dispose of all lighting. Provide and install new fixtures in same locations as removed fixtures.

- 11- Remove old door from kitchen to garage and provide / replace door and frame including all new hardware and knob with key. Also, provide lockset for the front door with the same key.
- 12 – Remove the porcelain floor in kitchen / dining area. Prepare substrate to accept LVT. Provide and install new LVT as color approved by owner.
- 13 – Remove and dispose of all base trim and replace with new.
- 14 – Remove and replace the water damaged ceiling and wall sheetrock. The home had water leaks from an outdated shingle roof. The shingles and roofing are new as the roof was redone in November 2021.
- 15 – Make necessary repairs, provide and paint the ceilings and walls in kitchen and the entire home. Same as line item #4 regarding painting.
- 16 – Remove the old faucets and provide and install new. Remove damaged waste line below the sink and replace with new.
- 17 – Perform this plumbing work and all work in accordance with State of MN standards.
- 18 – Remove and replace the electrical wall switches, receptacles and device plates.

Bathrooms: Master and Main bathroom located off the hallway.

- 19 – Remove and dispose of all old light fixtures in these bathrooms as they have been damaged by water leaks. This includes the vanity lights.
- 20 – Remove and replace the vanities, countertops, faucets complete in both bathrooms.
- 21 – Provide and install new flat panel mirrors.
- 22 – Repair the damaged and water damaged walls and ceilings.
- 23 – Prepare walls and ceilings in both bathrooms for primer and paint.
- 24 – Remove old ceiling fans in both bathrooms and install new exhaust fans with lighting.
- 25 – Provide and install new vinyl flooring in both bathrooms.
- 26 – Provide and install all new shower and tub accessories in accordance to page 182 of the spec. book. **CLEAN THE EXISTING SHOWER AND TUB UNITS.**
- 27 – Provide and install new faucets and plumbing fixtures complete in both bathrooms.
- 28 – Remove and replace the electrical wall switches, receptacles and device plates in both bathrooms.
- 29 – Remove and replace the wall cabinets in the bathrooms.

Laundry:

- 30 – Remove old light fixture and replace with new. Include new bulbs in all replaced fixtures.

Bedrooms:

- 31 - Repair walls and ceilings and prepare for primer and painting. Include all labor and materials.
- 32 – Remove and replace all window blinds. Same as Line Item #7.
- 33 – Remove and replace the carpet.
- 34 – Clean all ceiling fans and replace all light bulbs.
- 35 – Remove shelving as required to paint the ceiling and walls. Re-install shelving after painting the entire rooms.

Living Room & Hallway:

- 36 – Remove and replace existing carpet. Provide and install new carpet complete with transitions for entire floor at entries and or room changes.
- 37 – Provide paint and labor for the contractor repaired walls and ceilings complete.
- 38 – Remove and replace the ceiling lights.
- 39 – Remove and replace the ceiling light/fan combination.
- 40 – Replace the 3'0" x 6' 8" coat closet door. Include new hardware and knob.
- 41 – Remove old and replace (1) new closet door and frame. Include new hardware and knob.
- 42 - (2) Bedroom doors and frames on main hallway need replacement with new passage hardware and knobs.
- 43 – Paint any other doors and frames that have graffiti on them. Use primer and finish paint as selected by homeowner.

Contingency allowance:

- 44 – Include a contingency allowance equaling 5% of the total project.

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

Contacts:

Interested bidders shall contact Jim Carpenter, Project Coordinator, at 320-532-7432 (office), 320-364-9865 (cell) or 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:

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: (16467 Atooban, Onamia MN)
P.O. Box 509
Onamia, MN 56359**

**Please note that the bids must be 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. **

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.

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
PROJECT MANAGEMENT

FY 2022 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: (16467 Atooban, Onamia, MN 56359)

LUMP SUM PRICE:

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

*******CONTINGENCY ALLOWANCE** equal to 5% of TOTAL: \$ _____
WRITTEN VALUE: _____: (Dollar Amount)

ALTERNATE #1 (KITCHEN CABINET CREDIT FOR REPAIRS ONLY): \$< _____ >(CREDIT HERE)
(Indicate specifics of what is to be included in Alternate 1.)

ALTERNATE #2 (IF APPLICABLE):
(Indicate specifics of what is to be included in Alternate 2.)

_____ \$ _____
(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 will result in bid disqualification.

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

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____