



## **Community Development** **REQUEST FOR PROPOSAL**

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

**DATE ISSUED: 27 September 2021**

**BID DATE: 20 October 2021**

**PROJECT: 18872 460<sup>th</sup> Street Garrison, MN 56450**

**TO: Mechanical Contractor**

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

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The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids for MECHANICAL PROJECT AT 18872 460<sup>th</sup> Street Garrison, MN. Bids will be due Wednesday, **20 October 2021 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday, 21 October 2021 **at 10:00 AM.**

**A mandatory pre-bid site visit will be held on: \*\*\*\*06 OCTOBER 2021 at 11am\*\*\*\***

### **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:

\*Provide the MLBO Permits as required. Meet all local and state installation codes. Direct any Code questions to the MLBO Inspector.

\*Please, include all of the Model Numbers in your proposals for the following Mechanical Items on lines 1-5. ALSO, include materials and labor Warranty Details. We reserve the right to reject any proposals that include items not meeting or exceeding our minimum criteria as included in the MLBO 2016 Project Specification Book.

It is understood that with the current supply chain demands, it may be necessary for the Mechanical vendor to research the available Manufacturer Models and supply accordingly. Disconnect existing equipment and dispose of properly.

We are leaving the choices up to the individual Mechanical Contractors. Include all model numbers and sizing specifics. We will review the existing Mechanical Equipment at the Mandatory Walk Through on 06 October 2021 at 11am.

### 1. Air Conditioning:

Disconnect and remove old A/C complete unit and dispose of properly.

Provide and Install (3) ton A/C Unit complete.

Provide and install the cased coil.

Re-Wire Line and Low Voltage. Include New Thermostat.

Flush the Line Set and re-build the condensate complete with all material and labor.

### 2. Furnace:

Remove and dispose of the existing furnace.

Provide a properly sized Furnace to replace the existing. Include all labor and materials. Include sizing and model numbers in proposal.

Provide and install a new LP Kit with Labor.

Re-pipe the intake and exhaust.

Re-pipe the gas as required.

Re-Build the Condensate Drain.

Re-build the Supply and Plenum Adapter.

Connect the line and Low Voltage.

Provide all labor and materials to complete the above listed items.

### 3. HRV:

Remove and dispose of existing and replace the Life Breath RNC 155 HR with complete balancing & Blower Twinning with all materials and labor included.

### 4. Water Softener Combination Unit Complete with IRON FILTRATION:

Remove and dispose of old water softener and provide and install a new Cygna 32,000 Grain (or similar) metered Flow Softener and IRON FILTRATION complete. Or – FLECK Combination Unit “2510 SXT METERED WATER SOFTENER” combination unit to filter iron properly.

### 5. 50 Gallon Electric Water Heater:

Materials and Installation complete. Includes disconnect and removal of existing. Provide all materials and labor.

### 6. General conditions, supervision, overhead and profit, daily cleaning, etc...

*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 320-532-7432 (office), 320-364-9865 (cell) or at [james.carpenter@millelacsband.com](mailto: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](mailto:Lori.Trail@millelacsband.com).

**All proposals MUST be mailed and labeled as follows:**

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development  
Sealed bid: (18872 460<sup>th</sup> Street)  
P.O. Box 509  
Onamia, MN 563593**

\*\*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:**

1. Firms must be licensed with the Mille Lacs Band of Ojibwe. A copy of this license (or the license application) must accompany each bid. If you are not currently licensed with the MLBO, please submit a copy of your license application along with your proposal. Contact Liz Thornbloom at the Business Regulations Office at (320) 532-8274 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 2016 MLB Project Specification Book.**

MLBSA Section 17 Procurement Statute Ordinance 03-06 states the following:

Section 17. Bonding

- A. In construction contracts that are federally funded or deemed commercial, bonding is required. These types of contracts shall demand a performance bond not less than twenty (20%) percent of the total contract price, but not to exceed \$500,000.00. A performance bond requirement is to ensure that, if a contractor defaults, the Band may request that the surety pay the expense incurred to complete the construction contract.
- B. In addition, all construction contracts identified as federally funded or commercial shall be covered by a payment bond equal to one payment installment or cover subcontractors/suppliers as determined by the Contracting Officer or his agents. The payment bond must contain language stating that if the contractor fails to make a payment to its subcontractors/suppliers, the surety will make the necessary payment.
- C. For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$50,000.00. The performance bond shall be at a minimum twenty (20%) percent of the contract price, but not in excess of \$500,000.00.

**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:**        **“MECHANICAL WORK”**        **at: 18872 460<sup>th</sup> Street Garrison, MN 56450**

**\*\*\*Total PRICE of all items listed below 1-6:**

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

**1.**  
**Air Conditioning total** \_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**2.**  
**Furnace total** \_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**3.**  
**HRV total** \_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**4.**  
**Water Softener total** \_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**5.**  
**50 Gallon Electric Water Heater** \_\_\_\_\_ \$ \_\_\_\_\_

**6.**  
**All other costs including Permits, Supervision, O/P, General Conditions, etc...** \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**\*\*\*List entire Grand total at top of this proposal.**

**ALTERNATE #1 (IF APPLICABLE):**  
*(Indicate specifics of what is to be included in Alternate 1..)*

\_\_\_\_\_ \$ \_\_\_\_\_  
(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:** \_\_\_\_\_