



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: April 14, 2026

BID DATE: May 13, 2026

PROJECT: 29311-260th Street Naytahwaush, MN 56566 Exterior Windows, Furnace, Shower

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 window replacement/ shower/ furnace replacement located at 29311 – 260th Street Naytahwaush, MN. Bids will be due Wednesday, May 13, 2026, 2026 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday May 14, 2026 at 10:00 AM.

A mandatory Pre-Bid site visit will be held on Thursday, April 30th, 2026 at 11:30 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 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 PERMITS are required for this project. Mahnomen County does not provide these inspection services for residential remodels. All work must be carefully photographed and or video recorded for MLBO PROJECT COORDINATOR as being accomplished. Gas test must be performed at new furnace connections.

Work Scope Description: Unless otherwise noted all work shall be completed according to the 2025 MLB Spec Book.

Interior:

1. Demo the existing tub and shower. Keep floor tile and make any required repairs where porcelain tile meets shower enclosure.
2. Include trash and debris removal, hauling, dumpster and disposal fees.
3. Supply and install a "Warm Rain" WR 531-FF (3) piece remodeling shower. Contractor to verify the correct Model # that includes a Right Side Drain and a left side bench. Contractor shall include all materials and labor necessary for installation per manufacturer's instructions. Contractor is responsible for field measuring to ensure that new tub fits in the opening. Any edges of flooring and or existing tile to be repaired as required to meet up with the shower enclosure. Provide and install new sliding glass doors on opening to shower.
4. Provide and install all new finished wood base in this bathroom.
5. Contractor shall include all costs associated with providing and installing plumbing to align with the new Warm Rain shower.
6. Contractor shall include all costs associated with adjusting the opening to fit the new shower. Shower shall fit without leaving any gaps in the flooring at shower edge or walls.
7. Modify existing shower valve assembly to eliminate tub spout (shower function only) Existing shower head may remain in place. Contractor shall include installation of a shower diverter valve and install Moen handheld showerhead combo with slide bar (Moen 3667EP) chrome finish.
8. Remove existing toilet and provide / install a new American Standard cub cadet handicap model toilet complete.
9. Patch, tape and texture drywall around the new shower *as needed*, including any adjustment for difference in shower sizing; prime and paint all drywall surfaces in the bathroom. All (new and existing) texturing to match as closely as possible. Clean up and repair the small amount of ceiling and or wall patches, Prime drywall with Zinsser mold killing primer. Paint walls and ceiling the color selected by the Elder Homeowner. When complete, the expectation is that all the paint and texturing on the bathroom walls will look as uniform as possible.
10. Demo and replace missing smoke detectors with spec combo smoke c/o detectors as needed to meet code compliance throughout the home.
11. Provide and install a replacement Bathroom exhaust fan to match BROAN fan or like quality.
12. Provide and install bi-pass sliding glass shower doors.
13. The expectation is to complete the shower installation part while moving the owner out for less than three business days. The work will be coordinated with Private Elder Homeowner to ensure water useage will only be affected as needed during daytime hours while completing construction work. The homeowner prefers not to be out of the home.
14. Provide and install new kitchen sink, faucet and sprayer
15. The entry door at this area needs adjustment and the storm door must be replaced with new Andersen 300 Series Bronze Universal to fit.
16. Provide and install THERMO - TECH WINDOWS. Approximately (13) windows. Quantity and sizing to be confirmed by Contractors at walk through. Contractor to verify by measuring and fitting the openings prior to ordering. Install the new windows using modern standards and techniques for flashing, water sealing, and air sealing in accordance with ASTM Standard E2112-07, Standard Practice for Installation of Exterior Windows, Doors, and Skylights. Elder has "attic stock" exterior siding for General Contractor use on this project to make any repairs on exterior at window replacement locations. **The Interior Finish of Windows will be reviewed and dicussed in detail at time of Mandatory Walk Through.**
17. 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 Jackie Smith at (320) 384-4773 with questions regarding licensing and for the license application.
18. Remove and replace the forced air Ruud furnace with a RUUD #UGRA-07EMAES. Include low voltage and programmable thermostat.

19. Include a \$3,000.00 contingency allowance as part of the Total Base Bid amount.
20. Contractor shall include 0.5% TERO tax fee in base bid in the event that base price exceeds \$25,000.00. Submission of receipt for paid TERO fee is required with application for final payment.
21. BUILDING PERMIT NOT REQUIRED IN MAHNOMEN COUNTY for this type of Residential Remodel. NO MILLE LACS BAND Permit will be required.
22. In-Lieu of Permits and Building Official Inspections; we will require Photo Documentation and or Video documentation that clearly records processes and work completion for the MLBO Project Coordinator.

ALTERNATES: Please price each separately on your final proposal. Use MLBO monthly billing form.

- #1 Remove existing, provide and install new sliding glass 96" x 80" Patio Door.
- #2 Fill-in the old window opening at he basement level at the west end of the home. This is were wood was tossed into basement for heating purposes. (No longer burning wood)
- #3 Provide and install a new plastic laminate kitchen countertop.
- #4 Provide and install new Stove and Fridge in kitchen. See MLBO Spec. Book.
- #5 Provide and install new A/C with condensing unit, compressor, duct connections.

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 James 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 60 days of fully executed contract.
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: 29311-260th Street : Exterior windows/walk-in shower/kitchen

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 days. 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) 532-8274 or via email at JSmith2@grcasinos.com with questions regarding licensing and for the license application.

PERMIT AND CONTRACTOR REQUIREMENTS:

Permits: Contractors are **not required to pull any building permits for this work in Naytahwaush.** This has been verified with County of Mahnommen Zoning Office; (Mr. Bruce Starkey).

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 2026 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: **29311 – 260th Street Naytahwaush, MN 56566** (Shower Installation/remodel/bathroom/ext. windows)

LUMP SUM PRICE:

_____ \$ _____
(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 (REQUIRED & MUST BE SIGNED)
- SCHEDULE OF VALUES (REQUIRED)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____