



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: April 21, 2023

BID DATE: May 17, 2023

PROJECT: 308 Pine Street 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 Interior Renovation at 308 Pine Street in Onamia. Bids will be due Wednesday **May 17, 2023** at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday May 18, 2023 at 10:00 AM.

A mandatory pre-bid site visit will be held on: May 3rd, 2023 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:

Living Room

1. Demo the existing carpet and remove properly to General Contractor provided dumpster. Provide and install new "Shaw Floors Model #HD90405077" LVP glue down waterproof flooring as available at Home Depot. No substitutions without prior approval from Project Coordinator. When a decision is made to entertain alternate product types; that proposed flooring specification will be shared with all competing contractors for their pricing. General Contractor must provide samples for Elder Homeowner color selection.
2. Remove and dispose of existing, provide and install all new Framera Luxury Vinyl Plank Flooring Base Board. This product covers the expansion gap between the floor and the wall. Color selection will be coordinated and made by the Elder Homeowner upon final flooring color selection.
3. Replace the two (2) blinds in the living room. Provide and install Horizontal Louver Blinds. See MLBO Spec. Book Division 12, page 187.

Kitchen / Dining Room

4. Demo the existing flooring and remove properly to General Contractor provided dumpster. Provide the Shaw Floors Model #HD90405077.
5. Remove and dispose of existing, provide and install all new Framera LVP Flooring base board. Include new base at the center island.
6. Provide and install Broan Nutone ducted black undercabinet range hood complete with all external ventilation duct and roof penetration work. Make necessary shingle repair and ensure that the new contractor provided materials and roof boot are flashed and sealed properly. Provide all necessary electrical, mechanical, roofing and kitchen interior carpentry, painting and decorating complete. Conceal venting in a new cabinet.
7. Replace six (6) cabinet door fronts with best finish match possible. Remove the cabinet pulls while cleaning up all of the cabinets and door fronts. Re-install the existing pulls.
8. Re-inforce the center island top connection to the center island base cabinets. This will be done with angled supports and or "Simpson" type connectors that attach the top and base cabinets together.
9. Remove and dispose of the bi-fold doors from the closet immediately adjacent the dining area. Provide and install new bi-fold doors complete with new hardware. Doors will be pre-finished to match wood tone.
10. Remove and dispose of front door. Provide and replace the entire door and frame with a matching door. There is a side light at this location that can

be salvaged with a properly matching door. Provide new hardware including lever and lock, deadbolt and new keys, hinges.

11. Provide and install new front screen door to match the entry door and sidelight at main entrance off of dining area.

12. Provide and install two (2) new horizontal louver blinds in dining room.

Bathroom

13. Repair the tub floor damage and repair the shower enclosure. This work must be done by a Professional Bathtub refinishing company. (Porcelite Bathtubs Refinishing Brainerd, MN. 218-828-8600 or Surface Specialists Wrenshall, MN 218-384-4175.)

14. Remove and dispose of damaged medicine cabinet and provide / replace. Include electrical connection for lighting.

15. Remove and dispose of water damaged ¼ round at base of bathtub. Provide and install new ¼ round with proper finish at this same location.

16. Remove and dispose of the rusted and damaged two (2) light fixtures with similar. Bathroom exhaust fan is in good condition and will remain. Clean the existing bathroom exhaust fan and duct at this area.

17. Remove existing bathroom flooring and replace with the same Shaw Floor as specified in other areas above.

Bedroom #1

18. Remove the existing carpet. Provide and install the Shaw Floor LVP with new base provided and installed to match above.

19. Remove the existing, damaged bi-fold doors and dispose of properly. Do not include new bi-folds at this location.

Master Bedroom

20. Remove the existing carpet and dispose of properly. Provide and install the Shaw Floor LVP to match all new on main level of home.

21. Remove old base and provide and install new LVP base.

Main Hallway

22. Remove the existing flooring and provide and replace with new Shaw Floor LVP and new LVP base.

Exterior Deck and Steps / Sidewalk

23. The existing deck is settling at the rear entrance to the home. Remove random broken spindles and provide / install new spindles along the deck stairway and perimeter. Make necessary repairs to the handrail at stairs.
24. Remove the stairs of the deck to fully expose the concrete under the steps. Demo and remove the concrete at the step sidewalk area up to the second poured control joint moving in a direction toward the lake from the deck. Provide and install new concrete at removed area complete with "smooth dowels". Re-use the concrete sidewalk that is in good condition as identified during the walk through. Level deck with proper technique.

General items

25. Include a contingency allowance of \$2,900.00 as part of the project Grand Total.

26. Remove existing 50 gallon Electric Water Heater and dispose of properly. Provide and install a new 50 gallon electric water heater.

27. Include removal of all existing floor underlayment. Provide new underlayment and labor, floor leveling products and related labor at all areas to receive new LVP. Ensure new, clean substrate to accept flooring.

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 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: (308 Pine Street North Onamia)
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. ** 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:

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. 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. (Mr. Toby Egan 320-630-2491)

*****INCLUDE CODE COMPLIANT SMOKE ALARMS AND CARBON MONOXIDE alarms as required by MN Residential CODE.**

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 2013 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: (308 Pine Street Onamia, MN 56359)

LUMP SUM PRICE:

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

ALTERNATE #1 (IF APPLICABLE):

(Indicate specifics of what is to be included in Alternate 1.)

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

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: _____