



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

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

**DATE ISSUED: April 24, 2024**

**BID DATE: May 8, 2024**

**PROJECT: 3080 300<sup>th</sup> Ave. I.H.S. Onsite Well Installation**

**TO: Qualified Well Contractors**

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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 bids for the installation of a new on-site well and pressure system at 3080 300<sup>th</sup> Ave., Brook Park, MN 55007; and abandonment of the existing well. Bids will be due Wednesday, May 8, 2024 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday May 9, 2024 at 10:00 AM.

**There will not be a mandatory pre-bid site visit. However, contractors are encouraged to look at the site. Any contractor submitting a bid, must contact Carla Dunkley prior to submittal to ensure that a pre-bid addendum has not been issued.**

### **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 MN Chapter 7080.
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.
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.

**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: Please note that bids will only be accepted from licensed septic installers performing 34% or more of the work scope themselves. Bids will not be accepted from general contractors or contractors who are still under mentorship.**

Contractor shall provide all equipment, materials and labor to complete the work described or referenced in this rfp, and provided BE 23-L67 IHS Specifications.

1. Install an on-site well and pressure system per the provided I.H.S. Specifications. Contractor shall ensure a complete and functional system.
2. Contractor shall provide Owner with all required I.H.S. closeout documents, including: well boring record, water test results, drawdown and recovery log and as-built drawing.
3. Contractor will not receive final payment until all closeout documents are submitted; and Owner has been supplied with full lien waivers for all subcontractors and suppliers.
4. Contractor shall be responsible for electrical connections and any required trenching.
5. Contractor will be responsible for all yard repairs caused by system installation, including grading, black dirt cover and seeding.
6. Contractor is responsible for calling Gopher One before digging.
7. Contractor shall make every effort to give Carla Dunkley, Compliance & Residential Projects Manager, five (5) days advance notice of start of drilling. This time is needed to coordinate with the I.H.S. Engineer to have someone onsite.
8. Contract will be drafted with a completion deadline date of July 31, 2024.
9. For bids totaling \$25,000 or more, .5% TERO tax fee shall be included in the base bid and paid to the TERO office prior to receipt of final contract payment.
10. Note: the base bid includes drilling 200'. Contractor will be reimbursed according to the actual quantities installed.

***Specified Product Substitutions: No substitutions will not be allowed on products specified within the design.***

**Contacts:**

Interested bidders shall contact Carla Dunkley, Compliance & Residential Projects Manager at 320-630-2495 or by E-mail at [carla.dunkley@millelacsband.com](mailto:carla.dunkley@millelacsband.com) for a copy of the IHS Specifications; and to be included on the bidder's list in the event that any addendums are issued for this project.

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

**Bidding Notes:**

1. Contractors are encourage to include the following with their proposal:
  - a. Sign and completed Mille Lacs Band Bid Form (REQUIRED).
  - b. Completed and signed bid schedule included in IHS specifications (REQUIRED).
  - c. Copy of current MLB Vendor's License. (or a copy of submitted application)
  - d. Copy of current certificate of insurance for General Liability and Property Damage.
  - e. Copy of an authorized signature sheet if one is not already on file with the Mille Lacs Band.
  - f. Copy of current MN SSTS license.
2. All Contractors (including subcontractors) must comply with Davis Bacon wage requirements.
3. 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: 3080 300<sup>th</sup> Ave. IHS Well**

**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. \*\***

**\*\*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. 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](mailto:EThornbloom@grcasinos.com) with questions regarding licensing and for the license application.
2. Contractors must hold a current MDH license.

### **Permit and Contractor Requirements:**

Permits: Contractors are responsible to attain all necessary permits for all work.

## **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:** 3080 300<sup>th</sup> Ave. Brook Park IHS Well

**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.

**ATTACHMENTS REQUIRED:** Failure to provide any of these attachments will result in bid disqualification.

- MLB BID FORM (MUST BE SIGNED)
- IHS BID SCHEDULE (REQUIRED)

**NAME:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FIRM NAME:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_