



Community Development **REQUEST FOR PROPOSAL**

OWNER: MILLE LACS BAND OF OJIBWE **DATE ISSUED:** May 13, 2025
BID DATE: June 4, 2025

PROJECT: 3080 300th Ave., Brook Park, MN

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 renovation at 3080 300th Ave., Brook Park, MN. Bids will be due Wednesday June 4th, 2025 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday June 5th, 2025 at 10:00 AM.

A mandatory Pre-Bid site visit will be held Friday May 16th, 2025 at 2:00pm. 3080 300th Ave., Brook Park, MN, 55007.

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.
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 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.**

Work Scope Description:

Interior: Master Bathroom:

1. Demo existing whirlpool tub unit including platform base and remove fixture water supply and waste. (Access through lower level bedroom ceiling as needed or from floor structure. Demo existing shower unit and end wall framing. Protect water supply and waste piping for re-use.
2. Demo ceramic tile flooring and thinset materials, prepare subfloor for new flooring installation. Include removal of toilet, existing vanity and shelving unit to complete the work. Protect and save for re-installation.
3. Construct new alcove shower side walls and demo rear wall drywall. Relocate shower water supply into the new side wall. Install grab bar backing in the alcove opening (side and rear walls). Install new shower valve and shower rough-in.
4. Install new drywall on exposed sides of the alcove, and install Johns Mansville GoBoard backer board or Georgia Pacific DensShield backer board in shower alcove. Tape and finish to prepare for shower system per all manufacturers installation instructions. Skimcoat and repair ceiling tape joints. Sand, prime and paint (Eggshell finish). Owner to select color.
5. Provide and install FlexStone Shower Base 60"W x 32"D and 3 Panel Royal shower wall kit. Configured for the alcove installation Left Drain.
6. Install new bathroom exhaust fan. Re-locate fan fixture per plan.
7. Install new flooring underlayment and prep for vinyl flooring installation.
8. Install new Congoleum AirStep Plus flooring in bathroom. Provide new transition at doorway.
9. Install new baseboard trim. (Match existing style and finish 1x Cedar)
10. Demo and replace bathroom light fixtures. New vanity ceiling lights (3x) Z-Lite Ashton Bronze 1 light flush mount ceiling light Model 443F1. New single light fixture (1x) Patriot Lighting Gilda II Oil Rubbed Bronze 12-1/2" LED flush mount ceiling light Model LFM172A13ORB-P.
11. Re-install toilet, vanity and shelf unit previously removed.
12. Demo and replace drop-in vanity sink and faucet. Re-cut vanity top for new sink installation. Kohler Memoirs Stately 22-3/4" drop-in Vitreous China (White), Moen Alder single handle 4" centerset faucet (chrome).

Interior: Stairwell:

13. Demo and replace existing stair treads to lower level. Install new 1x riser material and pine 5/4 stair treads. Glue and screw all connections. The upper half stair section will need new stringers cut or shimming of the existing stringers to achieve a uniform step height.
14. Demo and replace dividing 2x railing components. Install new steel dividing handrail/guardrail from landing post to upper landing log post and lower level landing to mid landing post.
15. Install new handrail to both stair sections.
16. Upon completion, install top coat of polyurethane finish to treads and risers. Provide and install People Treads clear 6"x24" vinyl anti-slip stair tread covers.

Interior: Kitchen / Entry:

17. Demo existing kitchen ceramic tile outside perimeter edge tile and prep for installation of new tile. Install new tile and grout. Provide Homeowner with matching size tile samples for selection. Include metal edge tile transitions or Wood Transition T-moldings between the tile and surrounding flooring.

Interior: Main Level ½ Bath:

18. Remove toilet and demo existing floor covering. Replace any water damaged flooring underlayment as needed. Install new Congoleum AirStep Plus flooring in bathroom. Provide new transition at doorway. Remove and re-install base trim and door casing as needed to complete the new flooring installation. Re-install toilet with new wax ring and caulk toilet to floor.

Interior: Misc. Items: Bid Alternate #1:

19. Replace bedroom ceiling fan with new flush mount fixture. Patriot Lighting Gilda II Oil Rubbed Bronze 12-1/2" LED flush mount ceiling light Model LFM172A13ORB-P.
20. Repair hanging dining area light fixture (existing chain loop / fixture connection needs replacement).
21. Replace upper level interior bedroom door slabs. 30" Oak Flush Solid Core. Cut and trim to fit existing door frames. Prep for lockset and mortise door hinges. Install new oak door strop trim and privacy lockset (match existing color/style). Provide stain / finish to match existing frame color.
22. Replace main level ½ bath exhaust fan. Fan is currently controlled by the single light switch. Install separate switch for separate fan control independent of the light fixture.
23. Repair / Replace main level ½ bath GFCI Receptacle.
24. Patch upper level bedroom drywall, tape, skimcoat, sand and prime to a smooth finish. Upper left bedroom: Patch and skimcoat bedroom common wall. Upper right bedroom: Patch missing drywall areas, repair tape joints and other defects. Sand and prime repair areas.

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 either Ryan Jendro at 320.630.5011 or by email at ryan.jendro@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.

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 should provide the following along with their bid submittal:
 - a. Completed and signed MLB Community Development Construction Bid Form (will be disqualified without)
 - 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
 - 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 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 300th Ave.
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 weeks. 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 or via email at Jsmith2@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) Permit. MLBO permit fees are listed in the 2025 MLBO Project Specifications Manual.

Bonding Requirements: In accordance with 2025 MLB Project Specification Book. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed. All projects over \$100,000 require bonding regardless of company ownership.

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

Section 17. Bonding

- A. For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$100,000.00. 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 2025 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: 3080 300th Ave, Brook Park, MN

LUMP SUM PRICE:

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

ALTERNATE #1: (Interior Misc. RFP Items 19-24)

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

ALTERNATE #2: (Description)

_____ \$ _____
(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 (MUST BE SIGNED)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- LETTER FROM BONDING SURETY
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____