



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: April 30, 2024

BID DATE: **June 12, 2024**

PROJECT: 3080 300th Ave. Brook Park, MN 55007

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 an Elder and Disabled Renovation Project at 3080 300th Ave. Brook Park, MN 55007. Bids will be due Wednesday **June 12, 2024 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday June 13, 2024 **at 10:00 AM.**

A mandatory pre-bid site visit will be held on: *May 22, 2024 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:

(Part #1) as included in "Disabled Housing Policy": Price this "Disabled" work separately. Price the following #1 through #7 together for a Part #1 total.

Master Bathroom:

- 1- Remove existing toilet and provide / install new handicap type toilet with all necessary shutoffs / connections and piping.
- 2- Remove existing and provide and install new "WARM RAIN" H-530 or H-531 shower enclosure (contractor to verify the side that will work best with water supply and drains). Awarded General Contractor will coordinate with Elder Homeowner. Provide and install new shower enclosure complete with built in handicap grab bars and bench at expanded end of enclosure. The wall at the end of enclosure needs to be removed to ensure additional space to fit new handicap shower enclosure. The new wall will be complete to fit the new shower enclosure. Provide and install all materials and labor to build new end wall. Provide and install new faucets, shower head, slide bar, all updated Tub Fixtures and hand shower for added convenience.
- 3- Repair the demolished sheetrock wall. Provide and install all sheetrock repairs in the master bathroom to ensure washable, cleanable surfaces behind and adjacent shower enclosure including the sheetrock ceiling, back and side walls with patching repairs complete.
- 4- Remove broken floor tiles and provide / install new tiles on master bathroom floor. Ensure that all transition strips are fitted properly with a low profile to minimize elevation change. If exact tile is not available, provide Elder Homeowner with tile selections for the acceptable border (tile) design. The entire floor will not be replaced. Include subfloor and tile repairs around the new toilet.

Kitchen flooring:

- 5- Remove and replace damaged or broken tiles. Match existing tile or determine an accent that matches the existing field of tile. Ensure that the transition strips or trimming edge is selected and installed to provide a low profile Edge. The Wood construction of the home will continue to have movement that may damage or crack porcelain tile in the future. The tile replacement that is above the wood sub-floor and wood constructed home will be minimal as part of this project and we are not requiring any type of warranty coverage for cracking of grout or tile as the movement cannot be eliminated.

Stairway to Basement Level (lower living area):

- 6- Close the stair risers and repair the treads as required to accept JOHNSONITE "Service Weight Round Nose ST" complete with materials and labor to in-fill the open stair risers and floor treads.
- 7- Replace handrails with new. Provide and install all materials and labor. Provide and install adequate backing to support handrails.

Part #2

Upstairs Bedroom repairs: **(PRICE THIS 8-12 AS (PART #2 SUB-TOTAL)**

- 8- Sheetrock wall repairs. Holes and missing sheetrock, ceiling access cut-out needs replacement and repair. Provide and install a new access panel. Prepare walls for paint. Do not include all texture removal. Make the wall repairs with Faux finish that gives the matching appearance to the existing sheetrock wall and ceiling finish in upstairs bedrooms.
- 9- Provide and paint the upstairs bedrooms complete.
- 10- Provide and install new bedroom flooring, direct glue down VLP or VLT to be selected by Elder Homeowner. Include underlayment materials and labor for all floors receiving new flooring. Provide and install proper flooring transition at bedroom entrances.
- 11- Remove and replace (1) 24 x 36 window and framing upstairs. Attempt to match existing style.
- 12- Provide and install (2) new bedroom doors, frames and hardware upstairs. include all new framing / door bucks etc... Match door, frame and hardware type, stain colors as possible.
- 13- Inspect termination of the plumbing vent in attic above the upstairs bathroom. Inspect at walk through or review pictures. Include all materials for complete repairs to this PVC venting.

Alternate #1

- 14 - Provide materials and labor for sheetrock wall repairs in master bedroom, sheetrock walls in laundry room, sheetrock walls in entry way.

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 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: (3080 300th Avenue Book Park, MN 55007)
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. 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 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.

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 \$100,000.00.

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 300th Ave. Brook Park, MN 55007)

LUMP SUM PRICE: FOR PART #1

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

LUMP SUM PRICE: FOR PART #2

_____ \$ _____
(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: _____