



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

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

**DATE ISSUED:** May 5, 2026

**BID DATE:** May 20, 2026

**PROJECT:** 3200 Chiminising Drive, Isle, MN

**TO:** QUALIFIED GENERAL CONTRACTORS

**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 sealed lump sum bids for a residential renovation located at 3200 Chiminising Drive, Isle, MN. Bids will be due Wednesday, May 20, 2026 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday, May 21, 2026 at 10:00 AM.

**A mandatory pre-bid site visit will be held on Monday, May 11, 2026 at 2 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.
  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.**
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**Work Scope Description:** Unless otherwise noted all work shall be completed according to the 2025 MLB Spec Book.

1. Demo and replace front deck with ramp and steps. Use existing sizing and layout. All new deck, railing, ramp and stair components to be built per current code. Include appropriate treated building materials, fasteners/ hangers, supports, posts, beams, ledger board and concrete frost-free piers. New deck height shall match interior floor elevation and steps shall be of uniform height not exceeding 7 ¾". As ADA code doesn't apply to residential and we are limited on space, the ramp does not have to meet the 1" of fall per ft rule.
2. Remove paving bricks at the bottom of the steps. Prep area with clean sand and make any grade corrections to pour a concrete landing/ sidewalk from the steps to the asphalt driveway. Include reinforcement per Spec Book.
3. Demo and replace rear landing and steps. Maintain existing landing size. All new decking, railing and stair components to be build per current code. Include appropriate treated building materials, fasteners/ hangers, posts, supports, ledger board and concrete frost-free piers. New wood landing height shall match floor elevation and steps shall be of uniform height not exceeding 7 ¾".
4. Prep 4'x4' area at the bottom of the new steps with clean sand and make any grade corrections to pour a concrete landing. Include reinforcement per Spec Book.
5. Demo siding, vapor barrier and accessories. Supply and install Tyvek house wrap and Certainteed Monogram double 5" vinyl siding in Savannah Wicker. Include white brick mould around the windows and doors. Include correct taping and flashing around windows and doors.
6. Demo front entry door and frame. Supply and install Therma-Tru steel half lite 2-panel flush entry door with clear glass and colonial 9 lite grilles. New door to have ADA sill. Door and frame to be prefinished in white. Provide and install new hardware per Spec Book in gold. Spray foam rough opening. Provide and install interior wood casing to match existing.
7. Demo existing lockset on the rear entry door. Supply and install new lockset with deadbolt per Spec Book for both front and rear entry doors. To be keyed alike. Hardware in gold.
8. Demo front storm door. Supply and install new EMCO white universal ¾ light vinyl storm doors with chain kit.

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**Additional costs to Include in Base Bid:**

1. Include \$5,000 general allowance in base bid for exterior wall repairs, insulation replacement and associated work. Allowance shall only be used for changes to the work scope which have been approved by Carla Dunkley, Compliance & Residential Projects Manager, prior to execution of work.
2. Construction shall be permitted through Tad Winterfield, as contracted through the Mille Lacs Band. Include a \$500 permit allowance. Any difference in actual permit cost will be deduct from the final billing.
3. For all bids over \$25,000.00, contractor shall include 0.5% TERO tax fee in base bid. Submission of receipt for paid TERO fee is required with application for final payment.

**Bid Alternate #1:**

Provide unit cost for each of the following to include materials and labor for replacement. These costs will be used to determine final deduct or add to the final project cost. These costs should match any submitted proposed use of the project general allowance.

- a. Per 4' x 8' sheet on exterior wall.
- b. Per ft of exterior wall insulation.
- c. Hourly labor rate for framing repairs (lumber costs would be detailed separately on proposed change/ allowance use)

*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 Carla Dunkley at 320-630-2495 or by email at [carla.dunkley@millelacsband.com](mailto:carla.dunkley@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 notice to proceed.
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 should 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 valid State of Minnesota Contractor's License
  - e. 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: 3200 Chiminising Drive, Isle  
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](mailto: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.

**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: **3200 Chiminising Drive, Isle**

LUMP SUM BASE BID:

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

**BID ALTERNATE #1 (Unit Costs.):**

\$ \_\_\_\_\_ / exterior wall sheathing  
(Dollar Amount)

\$ \_\_\_\_\_ / exterior wall insulation  
(Dollar Amount)

\$ \_\_\_\_\_ / hourly labor  
(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 TO INCLUDE:** Failure to provide any of these attachments may result in bid disqualification.

- MLB BID FORM (MUST BE SIGNED)
- SCHEDULE OF VALUES
- SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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