



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: August 10, 2026

BID DATE: August 26, 2026

PROJECT: Basement Foundation / Water Damage Repair

TO: QUALIFIED GENERAL CONTRACTORS

The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids for a residential remodel project to be performed at 3298 Velvet Street, Hinckley, MN 55037. Bids will be due Wednesday, August 26th, 2026 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday August 27th, 2026 at 10:00 AM.

**A mandatory pre-bid site visit will be held on: Wednesday August 19, 2026
at 1:00 PM, on-site at 3298 Velvet Street, Hinckley MN 55037.**

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 Building Code (IBC), and Mille Lacs Band of Ojibwe 2025 MLB Project Specification Book.
2. Contractor will secure a Permit from Mr. Tad Winterfield at Mid-MN Inspections LLC (763-482-0446).
3. Contractor is responsible for a thorough investigation of the scope of work.
4. Contractor will repair any damage to the property or structure created by the scope of work.
5. NO WORK SHALL BE PERFORMED UNTIL ALL REQUIRED PERMITS HAVE BEEN ISSUED AND COPIES IN THE POSSESSION OF THE PROJECT COORDINATOR AND /OR Mid – MN Inspections LLC.

COMMUNITY DEVELOPMENT WILL, TO THE GREATEST EXTENT FEASIBLE, GIVE PREFERENCE IN THE AWARD OF CONTRACT TO INDIAN ORGANIZATIONS AND INDIAN-OWNED ECONOMIC ENTERPRISES.

Project Narrative:

This project will consist of a remodel to a house that has damage from water infiltration in the basement area caused by rain and storm water. This bulging in the basement wall has

clearly interfered with the plumbing, HVAC and other mechanical systems including electrical. The significant structural movement shows very clearly in the basement level. The repair work is beyond a cosmetic foundation repair. This project includes addressing both the structural damage and the water problems that caused it. Work will include selective demolition, framing modifications, wall and ceiling removal and repair in the basement level, modifications, casework, wood trim, window replacement in water damaged remodel areas only, doors and hardware, flooring, lighting, electrical, plumbing, appliances in the basement including water softener, pressure tank, hot water heater, new boiler and supply lines complete, masonry and block work, shoring, excavation, removal and replacement of side entry vestibule, new concrete sidewalk and stoop to support new entry vestibule, fixing exterior grade, all new gutters and downspouts, earthwork to ensure proper drainage away from the repaired structure and garage, interior finishes, foundation wall removal and replacement. Include dumpsters and labor to remove all of the damaged finishes and equipment.

Proper sequencing of work will be as follows:

- Engineering Investigation. Include allowance as bid alternate #1.
- Permits
- Remove utilities
- Temporary structural support
- Exterior Excavation
- Demolish damaged wall
- Repair the footing (if required)
- Construct new foundation wall
- Waterproof the exterior
- Install foundation drain
- Backfill with positive surface draining going away from the foundation
- Restore grade to ensure flow of water away from home and adjacent garage
- Provide and install new concrete between the home and garage.
- Re-install plumbing and electrical, HVAC boiler
- Interior finish work
- Final inspections

Work Scope:

1. Investigation Phase. Provide an allowance for Structural engineering evaluation, geotechnical review or water damage cause. **Please, list this as Bid Alternate #1.**
2. Contractor to submit for Mid-MN Building permitting. Permit fee will be included with contractor work. Call Tad Winterfield, Mid-MN Inspections LLC at 763-482-0446.
3. Remove and replace the plumbing attached to the walls that is not moveable. Remove HVAC equipment, ductwork, and gas piping, electrical as necessary.
4. Temporary Protection will include shoring to support the structure above and adjacent the damaged basement wall. Temporary beams, adjustable steel columns, floor framing support, load transfer off of damaged wall, interior bracing and overall safety measures provided throughout the project.
5. Excavate the full wall length of the damaged wall with the water bulge.
6. Repair the footing if required.
7. Construct new foundation wall. Remove and replace the basement foundation wall by excavating and or whatever is deemed necessary to complete this work of repairing the house foundation and basement wall.

8. Provide materials and labor to waterproof the new foundation wall prior to replacing earthwork. Provide and install new sloping exterior earth work to ensure future water will drain away from the home. Also, keep in mind the garage is near and water cannot be directed where it may affect the garage.
9. Replace the concrete with a central valley for drainage between the home and garage.
10. Provide and install new sump and discharge piping that is discharging well out on the lawn to ensure that the future water will be adequately run out and beyond the foundation in the back yard.
11. Contractor shall provide and utilize separation to the remainder of the home during the time that occupants can remain in the home during construction. Contractor to provide a schedule indicating approximate dates that home owner / occupants need to be out of the home and temporarily relocated during the critical times including appliance removal and replacement.
12. Remove all basement appliances and replace with new. See MLBO 2025 Spec. Book for model numbers and manufacturer.
13. Carpentry to include new wall framing, insulation, drywall at the damaged wall area.
14. Provide and install drywall finishes, tape, sand and paint. Restore any surrounding finishes affected by this work. Patch and paint to match existing.
15. Prepare subfloor for installation of new Vinyl Plank flooring by removing old carpet adhesive, patching and filling of substrate. Shaw Contract Solitude 6"x48" plank fully adhered. Install 4" vinyl base. Owner to select colors.
16. Install pre-finished trim and or composite at window openings, glazing, stops and casing. Match existing finishes.
17. Provide and install new basement and vestibule entry doors and windows at only the water damaged areas.
18. Include all materials and labor to complete electrical, mechanical and related Mechanical and Electrical replacement. Disconnect and reconnect of the Electrical service.
19. Install new electrical devices and conduit where damaged or at areas that will be removed. Lighting will be replaced where damaged or affected by construction.
20. Install fire alarms and CO2 alarms.
21. Contractor to include \$7,500 Owner Contingency Allowance in the base bid to be utilized by the Owner for unseen conditions.
22. Contractor to include ½% TERO fee in base bid. Submission of TERO Compliance plan for approval will be required.

Bid Alternate #1: Investigation Phase Allowance provided by bidding General Contractor .

Bid Alternate #2:

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, LEAD Project COORDINATOR, at 320.364.9865 or at james.carpenter@millelacsband.com to obtain bid form and to be included on the bidder's list in the event that any addendums are issued for this project.

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. Surety Bond Letter
 - e. A copy of Subcontractor/Material Supplier list
 - f. A copy of valid State of Minnesota Contractor's License
 - g. 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: 3298 Velvet Street – Hinckley, MN
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. ****

****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.

Contractor submitting the bid must hold a valid State of Minnesota Contractor's License. The bidding contractor must be the license holder.

PERMIT AND CONTRACTOR REQUIREMENTS:

Permits: Contractors are responsible to attain the necessary permits for all work, including Mille Lacs Band of Ojibwe (MLBO) Permits.

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 2025 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: **Foundation / Basement Water Repairs at 3298 Velvet Street Hinckley, MN 55037**

BASE BID – (*Labor and materials including all allowances and contingency*):

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

ALTERNATE #1

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

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 may result in bid disqualification.

- MLB BID FORM (MUST BE SIGNED)
- SCHEDULE OF VALUES
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- LETTER FROM BONDING SURETY (REQUIRED)
- COPY OF MINNESOTA CONTRACTORS LICENSE (if required)
- SUB-CONTRACTOR/SUPPLIER LIST (Include values)

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____