



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

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

**DATE ISSUED:** 18 September 2025

**BID DATE:** October 22, 2025

**PROJECT:** 36199 194<sup>th</sup> Place McGregor, 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 renovation work at 36199 194<sup>th</sup> Place, McGregor, MN. Bids will be due Wednesday, October 22, 2025 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday, October 23, 2025 at 10:00 AM.

**A mandatory Pre-Bid site visit will be held at the site on Tuesday, September 30th, at 11:30 AM.**

### **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:

### Exterior:

1. Construct a wooden ramp at front stoop to accommodate entry to home in a wheelchair. Include guard rail and handrail as required for handicap entry. Provide drawing of this ramp to MLBO Building Official for pre-approval. (discuss with Toby at 320-630-2491).
2. Remove broken exterior windows in kitchen above the sink area. Provide and install new windows complete with repaired frame and sill complete.
3. Removal and disposal of construction debris and materials. Provide trash dumpster.
4. Complete replacement of 24 ga. insulated sectional overhead garage door and operator.
5. Use temporary jack posts to support the large exterior deck while installing new permanent footings and posts as the original posts and footings must be removed and replaced. The new replacement footings must be 60" deep and supported on a 4" x 12" concrete pad at the base of the footing. ADD (2) additional 4" x 4" posts and footings on the same front beam as the existing posts. The deck has settled and risen in the freeze thaw cycles and it is apparent the deck is not flat or level. The entire wood deck will be repaired as the configuration exists.
6. Provide and install new entry door lockset and deadbolt with four sets of keys. See existing and replace with same or use an acceptable manufacturer from the MLBO Spec. Book.

### Interior:

7. Remove old and Provide/Install (2) two new American Standard Cadet toilets. Inspect and repair any water supply, waste and vent in two bathrooms. Complete update of plumbing to be included to ensure proper new toilet function. Include all piping and water supply as necessary.
8. Remove bathroom flooring in two bathrooms and provide/install new Lifeproof Sterling Oak 6 mil x 8.7 in Wide x 48" L Click Lock Waterproof from Home Depot vinyl plank bathroom flooring. Include underlayment and installation. Provide and install all new base and quarter round.
9. Tear out and dispose of the "skinny" linen closet located along the wet wall of the existing shower. Repair the walls by framing repairs and sheetrocking at this location and move wet wall to the left approximately 20". The relocated (left) wet wall will be installed in the new framing and wall to fit. The shower will continue to operate with (2) two shower heads. There will be no linen closet with new low threshold, "ROLL-IN" style shower enclosure complete from wall to wall to be provided and installed by contractor. Move the floor drain to center if necessary and install a custom pan shower floor or a unitized shower enclosure. This pan must be sloped properly for the water to run into drain. Provide and install Handicap Bathroom and Shower Grab Bars. Provide and install backing throughout the entire Shower and Bathroom area to accommodate the grab bars and bathroom specialties. Provide and install a Multi-Function / Hand shower Package with Slide Bar, Hose, Holder complete with Rough-In Connection.
10. All new appliances and plumbing related items to include: Dishwasher, Kitchen Refrigerator, ADA Compliant Range. See MLBO Spec. Book for acceptable brands.
11. Construct a new laundry room complete with paint on upper level adjacent the bathroom on the upper level in the vacated closet outside of the bathroom. Provide and install ADA Compliant 3.9 cubic foot Washer and 5.5 cu. Ft. Electric Dryer Combo in white with quick wash and Dry Cycle and max fill. "Stackable" Clothes Washer &

Dryer (front loading) – available Lowes and Home Depot., Provide and replace Water Heater to match existing, Pressurized Well Tank to be removed and replaced with new to match existing well tank sizing. Provide all electrical outlets, lighting, exhaust fan and plumbing to support the laundry area.

12. Handrail fortification from main level to upper level. Demo the railing as installed now and remove the spindle type railing construction at upper level of living room adjacent the stairwell. Build a stiffened sheetrock wall that handrail will run along. This new wall will have an “L” on the end that is 12” long to provide lateral support. This new wall should be stiffened with plywood and anchored to the sub-floor. All of the assembly of the wall will be completed with heavy duty screws to ensure a stable wall assembly for the handrail to run along. Install plywood backing for railing installations. Include new cap board and base.
13. The spindle and handrail construction located in the center between the “up and down” stairs will remain as is. Include 60 feet of additional railing materials including backing and labor for installation to be installed throughout the home as required for home owner to safely move about. Use graspable wooden rails for handicap use.
14. Remove carpet on upper level in one bedroom and living room. Provide and install new L Click Lock Waterproof Luxury Vinyl Plank flooring (available at home depot) in living room (where the black 12’ tile exists), kitchen, dining area, hallway flooring and new laundry room on upper level. Install transitions to new flooring while considering the wheelchair with properly supplied and installed transitions. Remove carpet from stairs and provide / install Johnsonite vinyl stair tread and risers as included in MLBO Spec. Book on same stairs. All flooring upstairs to be removed and replaced with the exception of the southwest bedroom.
15. Remove the carpet on stairs leading to lower level, provide and install new Johnsonite vinyl stair tread and risers as described in MLBO Spec. Book. Remove the carpet from two lower level bedrooms; provide and install bedroom carpet and provide and install stairway vinyl stair tread and vinyl risers.
16. Repair the sheetrock walls and prepare for paint throughout the home. All existing and new sheetrock walls will be painted.
17. Remove and dispose of the bi-fold closet doors that are not operational. No new bi-fold doors.
18. Demo and replace damaged or missing baseboards, trim or casing at all flooring and walls. Match to existing finishes.
19. Provide air test on in-floor radiant tubing and verify if leakage as part of the base contract amount. Further arrangements may be made for repairs and or abandoning the in-floor as it is supplemental heating. Also, include air test on the existing plumbing system. A separate MECHANICAL ALLOWANCE WILL BE carried totaling \$5,200.00 to be used only with prior approval from the MLBO Project Coordinator.
20. Demo lower kitchen cabinets and replace with same ADA Cabinets. Lower the UPPER CABINETS as needed. Provide and install the backing in walls for all relocated or replaced cabinets. Use available Box Store contractor grade cabinets and Countertops to to match existing quality.
21. Remove and replace the existing countertop in kitchen area.
22. Provide and install new sinks and faucet in kitchen. Area under the sinks will be open and the piping will require pipe padding provided and installed by contractor.
23. Thoroughly clean all upper kitchen cabinet surfaces. Supply and install any missing cabinet drawers, shelving, doors, hardware and or knobs. Adjust all cabinets.
24. Include thorough cleaning of all surfaces inside the home.
25. Provide all new light bulbs and labor to re-lamp the entire home interior and exterior.
26. Demo and replace all smoke detectors with MLBO specified combo smoke c/o detectors to meet code compliance.

27. Demo and replace damaged or supply and install any missing light fixtures with like quality to match existing as well as possible.
28. Clean the crawl space in the basement. Spray the walls with mold killing primer and repaint the walls and ceiling in that crawl space.
29. Replace faucets in the bathrooms and repair all piping for restroom sinks and fixtures. See MLBO Spec. Book for acceptable products.
30. Replace both bathroom vanities complete with new faucets.
31. Remove sliding glass door assembly completely on upper level. Provide materials and labor to re-frame the same opening. Provide all interior and exterior repairs for this in-fill. A new 3'0" x 6'8" exterior insulated man-door will be installed to replace the sliding door assembly. Provide and install siding to finish the exterior. Make all repairs at immediate and adjacent area the demolition of sliding glass doors are removed.
32. Provide and install a complete standard straight rail stair lift as provided by ARROW LIFT Company at 612-910-2614. To service from ground floor and up to kitchen level.
33. Include entire home and garage interior as part of the construction project final clean up.
34. Include the following contingency allowances: A-\$5,200.00 for mechanical items. B-\$4,500.00 for general construction items. To be used only when priced and approved in advance by the Project Coordinator.

*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 – CMD Project Coordinator at [james.carpenter@millelacsband.com](mailto:james.carpenter@millelacsband.com) or at 320.364.9865 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 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
  - 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) at (320) 630-2617.

### All proposals must be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development  
Sealed bid: (36199 194<sup>th</sup> Place McGregor, MN)  
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 to: 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.

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

**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.

## **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:** 36199 194<sup>th</sup> Place McGregor, MN

**LUMP SUM PRICE:**

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

**Contingency allowances to be included in Lump Sum Price above are as follows:**

**A-Five thousand two hundred dollars** \_\_\_\_\_ **\$5,200.00**  
**B-Four thousand five hundred dollars** \_\_\_\_\_ **\$4,500.00**

**ALTERNATE #1 (Description):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(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 will result in bid disqualification.

- MLB BID FORM (MUST BE SIGNED)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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