



## **Community Development** **REQUEST FOR QUALIFICATIONS**

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

**DATE ISSUED:** 17 MARCH 2022

**BID DATE:** 6 APRIL 2022

**PROJECT:** 41 Home Rehab Project RFQ

**TO:** QUALIFIED RESIDENTIAL BUILDING CONTRACTORS

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**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.**

### **I. INTRODUCTION**

The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed Statements of Qualifications from Minnesota licensed residential building contractors for the renovation of 41 homes owned by the Mille Lacs Band of Ojibwe. Statement proposals will be due Wednesday 25 January 2017 at 3:00 PM. Statements received will be opened and qualified by the Mille Lacs Band of Ojibwe starting on Thursday 26 January 2022

This request for Statements of Qualifications (SOQ) is issued by the Mille Lacs Band of Ojibwe to identify companies to provide General Contractor construction services for the Mille Lacs Band of Ojibwe. The projects in general involves the renovation of 41 single-family homes. Work will range from multiple minor repairs to complete interior finish removal and rebuilds. The homes are location within all 3 districts of the Band. The project is subject to Federal Davis Bacon Prevailing wages and the Mille Lacs Band Tribal Employment Rights Office (TERO) statutes. The project also requires bonding per Mille Lacs Band statutes. The project is anticipated to be put out for bid mid-summer of 2022. Bid packages may split up the 41 total units into smaller packages based on geography. Construction is expected to commence in late summer of 2022. Expected project duration is 12 months.

### **II. STATEMENT SUBMITTAL INSTRUCTIONS**

Companies must notify, via email, with their intent to submit a response to the RFQ to:

Mike Moilanen, Director of Planning and Project Management  
[mike.moilanen@millelacsband.com](mailto:mike.moilanen@millelacsband.com)

**COMMUNITY DEVELOPMENT / PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS FOR ANY REASON.**

**All Statements of Qualifications must be received at the P.O. Box no later than 3:00 p.m., Wednesday 6 APRIL 2022. Statements MUST be mailed to:**

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development**

**Sealed bid: 41 Home Rehab Project RFQ  
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. \*\***

**PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.**

**III. STATEMENT OF QUALIFICATIONS CONTENT**

1. Cover Letter/Title Page - Include name of project, name of the company, local address, telephone and fax number, name of the contact person, and the date.
2. Provide the qualifications and resumes of the professional staff that will be assigned to the project. Include the name(s), experience, and qualifications of person(s) that will be routinely responsible for the management and administration of the project.
3. Detail the company's experience performing similar projects and give examples by listing projects, costs and indicating company's role in project. Highlight pertinent construction experience of this type. Include information regarding company's history, years in business and annual volume.
4. Provide the Minnesota Residential Builders License number. Identify which individual holds the license and their assigned role in this project. Also identify their experience performing projects and give examples by listing projects, costs and indicating their role in the project. Highlight pertinent construction experience.
5. Detail the company's assigned Job Superintendent's experience performing projects and give examples by listing projects, costs and indicating the Job Superintendent's role in project. Highlight pertinent construction experience.
6. Detail examples of how the company and the assigned personnel to this project have delivered past projects on time and on/or under budget.
7. Provide a listing of subcontractors that will be used on the project. Identify their general locations. Also detail a willingness for them to travel or be housed in the local area if they are not local contractors.
8. Detail the company's past performance with regard to existing or previous projects or activities with the Mille Lacs Band of Ojibwe and/or other federally recognized Indian Tribes. Detail the company's experience working with Tribal Employment Rights Office (TERO).
9. Detail companies bonding history and process. Many of the homes are located on Tribal trust land. Detail the bonding company's willingness to Bond on Tribal Trust Land. Include the companies Bonding history and include limits per project & cumulative project limits.
10. Detail the company's safety program and record.
11. Detail the company's willingness to enter into Mille Lacs Band's Standardized Contract.
12. Detail the company's ability to mobilize appropriate personnel, crew, and subcontractors at sufficient levels to complete the project or activity within the specified 12-month project construction schedule.
13. References - Please include a list of project client references where related services were provided by the staff identified above.
14. Please submit six (6) copies of the Response to the RFQ. One copy to be an original signed copy, others to be marked as "Copy".

**IV. SELECTION PROCESS**

1. The 41 Home Rehab Project Building Committee will review and score all submitted SOQ's. A summary of scoring will be emailed to all RFQ respondents.
2. If necessary, the 6 top scoring qualified companies may be invited to make presentations in person to further qualify their bids in front of the 41 Home Rehab Building Committee. Those companies will be given further instructions as to how these presentations will be structured.
3. The top 4 scoring companies will be selected and qualified to respond to the RFP(s) to submit bids on the project.