



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: 24 August 2023

BID DATE: 13 September 2023

PROJECT: 45225 US Highway #169
Onamia, MN 56359

TO: QUALIFIED GENERAL CONTRACTORS

**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 renovation and construction at 45225 US Hwy. #169, Onamia, MN. Bids will be due Wednesday, September 13, 2023 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday September 14, 2023 at 10:00 AM.

A mandatory Pre-Bid site visit will be held at the site on Tuesday, August 29, 2023 at 11:00 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 2016 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:

Porch Roof Replacement / Connection to Existing Home Roofing

- 1. The existing porch was an addition and it connects at the house fascia. This entire porch roof line will be removed and replaced by extending and Hand Framing or installing Manufactured Trusses with an appropriate pitch up to the highest point (roof ridge) of the home. The entire roof from the roof ridge of the home down to the bearing wall of the newly roofed porch will be one continuous surface. The MLBO Building Official will require "ENGINEERING" from the TRUSS SUPPLIER or Structural Engineer that allows this type of porch addition to connect with the existing house at the ridge area. Please, include a MLBO PERMIT and include discussions and requirements with MLBO Building Official - Toby Egan at 320-630-2491. Work out the requirements prior to pricing as these costs need to be included in base bid total.**
- 2. Four new 6 x 6 posts and concrete footings will be added on the exterior of the long wall of the porch for added strength and load capability. A properly sized beam will run over the posts at this same 28 foot wall. The contractor will submit sizing to the Building Official for approval prior to completing this work. The posts will be located one (1) at each end of the 28' wall and the other Two (2) posts for a total of four will be located (9) feet back from either end of the 28 foot wall to fit on the layout of the window mullions. (3) three of the (4) new posts will be installed with concrete Sonotubes in earthen soils and (1) one of the new posts will be cut through an existing concrete sidewalk with a Sonotube at that post location also. Provide for cutting through existing concrete sidewalk at this (1) one post. All (4) four new posts will be wrapped with wood trim and the beam will remain exposed.**

- 3. The existing roof should be torn off to minimize load and or weight on the existing home structural framing. Special attention must be given to providing adequate space for proper attic ventilation and insulation in the porch roof and continuing over in the new roof. The insulation must meet R49 and may be a combination of poly iso, closed cell expanding foam or batt insulation. Include all new vents, box vents and or ridge vents. Include drip edge to cover insulation.**
- 4. The existing porch overhang will be cut off while completing demolition of the porch roof. A new overhang will be part of the new roofing assembly and structure. Provide all materials and labor for this work. Metal will be installed at overhangs to match the new wrapped soffits and fascia on the entire house.**
- 5. The connection to the house rafters must be sized properly.**
- 6. Provide and install new roof sheathing over the entire porch area and as necessary to replace damaged or sagging sheathing on the remainder of the roof prior to shingling.**
- 7. All new windows provided and installed for the porch area only. The new windows will be approximately the same width and the height will be less. The new openings for all the windows will be approximately 4'6" wide and 3' 6" tall. *One window opening behind the door swing will be only 2'3" wide as we are eliminating one window pane opening. These windows will be THERMO TECH WINDOWS in keeping with the MLBO Spec. Book. Provide and install new window casing, insulation and trim to properly finish all window openings. All damaged wood will be replaced with new and will match the existing finishes. Please, MATCH woodwork and colors as well as possible.**
- 8. Demo all roofing shingles from the entire roof (complete re-shingle of existing house and the new porch roof.) Dispose of torn off roofing properly in contractor provided dumpsters.**
- 9. Provide and install ice and water shield as required by code.**

- 10. Provide and install new Timberline shingles for entire house and porch roof. Elder homeowner to select color.**
- 11. The interior porch ceiling will be finished in sheetrock. Remove all of the tongue and groove on porch ceiling. Provide all materials and labor to complete new sheetrock ceiling and finish with knock down finish. Any wood needed for interior will be finished to match existing finishes.**
- 12. Provide all paint and labor for the sheetrock ceiling in the porch.**
- 13. Provide and install materials and labor to complete all required roofing including carpentry for porch and roof, posts and beams, brackets, hardware, cleats, top plates, anchors, plywood, underlayment, ice and water shield, roof flashing, rakes and eaves, roof facets, rafters, beams, ridge boards, underlayment, shingles, gutters and downspouts with extensions, metal fascia, metal soffits, spaced sheathing, ventilation and insulation, framing and any other required carpentry items and or materials.**
- 14. Remove old blinds and provide and install new blinds and installation labor complete for the porch area only. See MLBO Spec. Book for blinds.**
- 15. Tear out and dispose of existing flooring material in porch area only. New carpet and flooring materials and labor will be done per the MLBO Spec. Book. Provide and install a proper base in the porch and or affected areas. Include pad, tack strip, carpet and all necessary materials with a carpet allowance NTE \$1,500.00 for carpet material only. Homeowner will pick colors and confirm that available product type is acceptable.**
- 16. Siding will be repaired as needed. The home exterior requires material and labor for repairs to damaged areas. Much of the exterior**

siding is in good condition and will be clarified during the mandatory walk through. Match new and repair siding with existing. All repaired and replaced exterior wood will be painted and stained to match.

17. New and existing Soffits and fascia to be metal wrapped on entire house including the new porch. Garage will not be included.

18. Painting, decorating, staining, finishing, etc... to be color matched to current colors and materials as possible for the house exterior and interior of new porch and affected areas.

19. Include all new ALARMS AND SMOKES for the porch area. The home alarm system is updated and has no further requirements.

20. Include a \$4,000.00 CONTINGENCY ALLOWANCE AS PART OF THE BASE PRICE. Whatever the unapproved or unused portion of the contingency will be deducted from the base price on final billing.

Bid Alternate #1: none

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 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 at (320) 532-4778.
5. INCLUDE ½ % of the total bid for TERO FEE in your base bid. Please, keep this TERO fee in alternates also.

All proposals must be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid: (45225 US Hwy. #169)
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:

1. 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 with questions regarding licensing and for the license application.

Permit and Contractor Requirements:

Permits: Contractors are responsible to obtain all necessary permits for all work, including Mille Lacs Band of Ojibwe (MLBO) Permits. Inspector is **Toby Egan at 320-630-2491** or

Email **toby.egan@millelacsband.com**

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 2023 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: 45225 US HWY #169 Onamia, MN 56359

A. Base Bid Proposal _____ \$ _____
(Written value) (Dollar amount)

A. Include a \$4,000.00 Contingency Allowance in the Base Bid on Line A above. Any unused contingency allowance will be credited back to the project total on the final Invoice from General Contractor. Only Project Coordinator approved Contingency will be allowed. Please, do not proceed with any unauthorized work as part of the contingency.

Acknowledgement of Addendum(s): 1) _____ N/A_ 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.

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

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____