



Community Development **REQUEST FOR PROPOSAL**

OWNER: MILLE LACS BAND OF OJIBWE

DATE ISSUED: September 05, 2023

43408 OODENA DRIVE
ONAMIA, MN 56359

BID DATE: September 27, 2023

PROJECT: 700 Village Green Place
Mora, MN 55051

TO: General Contractor

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 a *Home Remodel including kitchen, dining room, living room, bathroom and bedroom update as indicated below for a home at: 700 Village Green Place, Mora MN 55051. Bids will be due Wednesday **September 27, 2023 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday September 28, 2023 **at 10:00 AM.**

A mandatory pre-bid site visit will be held on: Tuesday, September 19 2023 at 10:00am.

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 that supersedes previous additions.
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. Contractor shall be responsible for all debris removal related to all work performed under this work scope.
8. 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.

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

WORK SCOPE:

Base Proposal will include the following.

A. Front Entry and area at split level entry:

1. Remove flooring in this entry and provide / install Vinyl Plank Flooring. Vinyl Plank Flooring (Shaw Infinite 8) to be direct glued. Provide and Install new underlayment at damaged or missing areas. Remove and replace with new base to match at areas where new flooring is installed. Include underlayment materials and labor.
2. Repair sheetrock walls on the small stairs from interior entry level up to living room area. These walls are the areas where the handrails will be mounted on both sides of the stairs. Provide all new continuous backing in these walls to accept the new handrails. All railings, backing, carpentry materials to be provided and installed by contractor. Provide primer, Latex Paint with Egg Shell Finish and labor for these walls.

B. Kitchen / Dining Area

3. Minimal kitchen cabinet repair to Include only obvious missing doors or fronts or severely damaged items. Match existing finishes and hardware.
4. Remove the kitchen flooring, provide and install kitchen flooring and dining room flooring with (Shaw Infinite 8) Vinyl Plank Floor. Provide and install new underlayment where missing or damaged. VINYL PLANK FLOORING TO BE DIRECT GLUED. Include subflooring repairs throughout and under removed cabinet or appliance footprint at new floor. Remove existing base and provide / install new pre finished base to match at areas with new flooring. Ensure top edge of base covers old top line of existing base.
5. Provide and install new kitchen sink with new faucets, supply and drain lines. Provide new shut off valve at sink.
6. Patch only large holes in walls. Clean and prime all walls and ceilings; provide KILZ Primer and Latex Paint with egg shell finish / labor for complete cleaning, painting of the ceiling and walls in kitchen and dining area.
7. Remove existing damaged lighting and dispose of lights. Provide and install (2) new kitchen lights. Provide new light fixture with like quality

ceiling fan in dining area. Provide and install MLBO Spec. Book Models for above light fixtures. Again, ceiling fan is to be like quality of existing.

C. FAMILY/TV ROOM

8. Remove and dispose of existing carpet in Upstairs Family Room. Replace with direct glued "Shaw Infinite 8" Vinyl Plank flooring. Include entire family room / television room with new flooring all the way through the hallway outside the bathroom to the bedrooms. Provide new Vinyl Tread and Riser covers on the stairs from Living Room to Entry area as specified in the MLBO 2016 Specification book. The stair flooring for the stair located near the front entry is the Johnsonite Service Weight Round Nose (ST) Product for steps and risers. No substitutions. Remove old base and provide / install new base at this area to match other new base in home. Include any underlayment or substrate to accept new step and riser products herein.
9. Repair only large holes in walls and ceilings.
10. Remove the baseboard and provide and install new wherever new flooring is installed.
11. Remove old and provide / install new cover and switch plates.
12. Provide and install new lighting at existing locations with like quality. Repair the circuit on the Family Room to Kitchen area where it is apparent the outlet and switching are not working.

D. BEDROOM HALLWAY

14. Remove existing flooring and all base in the hallway to bathroom / bedrooms where there will be new flooring provided and installed and replace with pre-finished wood colored base.

E. BATHROOM (upstairs only)

15. Plumbing includes remove old sink, drain line at sink, faucets in sink and shower. Provide and install new fixtures, toilet, sink and faucet, shower faucet and shower head. Provide grab bars at toilet area.
16. Existing mirror to remain. Provide and install additional new clips for safety.

17. Remove existing and provide / install new ceiling light. Replace existing electrical device covers and switch covers.

18. Remove old vanity and countertop. Provide and install new of like quality.

19. Tear out existing bathroom flooring. Repair subfloor to accept new flooring. Provide and install vinyl sheet flooring. Remove/replace all base.

20. Repair the walls and ceiling above the shower surround and prep for paint. Walls must be primed with KILZ primer prior to painting. Paint entire bathroom with Latex Paint and Egg shell finish.

21. Remove and dispose of old toilet and provide, install new. New shut off valve.

22. Remove and replace the rusted floor vent for HVAC.

23. Provide and install the "WARM RAIN" three piece remodeler unit shower enclosure with built in bench and factory installed backing and handicap bars. See – warmrain.com

F. Contingency Allowance

G. Allowance for potential extra requests. Please, include this contingency line item totaling 7.5% of the total project costs in the form of an allowance. This may be used with approval from the Project Coordinator. Include in the base proposal total. Unused will be credited back from total.

H. Alarms

24. Supply and install new Smoke and Co2 Alarms as required to meet code compliance.

(BASE PROPOSAL ENDS HERE)

Provide separate pricing for these following line items. Include a total for labor and materials complete.

ALTERNATE #1

Provide and install new dishwasher and range. Existing refrigerator / freezer to remain. See MLBO Project Specification book.

ALTERNATE #2

Prime and Paint with Latex Paint and Egg Shell finish the family room walls and ceiling. Include all materials and labor.

ALTERNATE #3

Demo and remove the entire deck area. Provide a dumpster and dispose of properly. Lock and or safely secure the sliding glass doors to ensure it is not possible to open and walk off side of home to ground. Leave rim board in place.

ALTERNATE #4

Maintain part of the deck with stairs down to grass level. This would require demolition by cutting off and removal of the deck from the north side of the sliding door all the way down to the north end of the home. Contractor would keep the deck footprint in front of the sliding glass door opening and provide all materials and labor for new handrails and decking and materials and labor to maintain a safe deck and stair to grass level.

ALTERNATE #5

Repair and replace the entire deck as it currently stands. Confirm code compliance. Provide all materials and labor as well as costs to bring framing and structure to current code compliance. Do not salvage any decking boards, handrails or spindles. Parts of the original structural assembly including rim joists, blocking, footings, joist to beam connections, posts, joists, ledger board fasteners, beams, etc...may be salvageable. Contractor to include all materials and labor to replace only as needed for local, City and State, MLBO Code Compliance if this alternate #5 is accepted.

ALTERNATE #6

Repair walls and ceiling, prime and paint the master bedroom.

ALTERNATE #7

Provide and install a new Whirlpool model #UXT3030ADW or Broan #403001 kitchen range hood exhaust, new range hood, sheetrock chase over the cabinets to a side wall discharge. Include all power, mechanical, parts, labor, materials, exterior wall repairs, exhaust materials, construction labor and materials of chase and seal off properly to home exterior with exterior boot and or required venting. Provide Latex Paint and Labor with Egg Shell finish. Include all duct, labor and other materials.

ALTERNATE #8

Remove old carpet and pad. Provide and install new Shaw Infinite 8 Vinyl Plank Flooring in master bedroom. Provide and install new base in bedroom including closet area.

Please refer to the MLBO - 2016 Project Specifications. *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, Project Coordinator**, at **320-532-7432 (office), 320-364-9865 (cell) or at james.carpenter@millelacsband.com** 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.

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 (if applicable)

- 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) 320-532-4778 or EMAIL Lori Trail at Lori.Trail@millelacsband.com.

All proposals MUST be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid: (700 Village Green Place, Mora, MN)
P.O. 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.**

****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 Elizabeth Thornbloom at (320)532-8274 or via email at ETHornbloom@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) Permits and the City of Sandstone.

Bonding Requirements: In accordance with 2016 MLB Project Specification Book.

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

Section 17. Bonding

- A. In construction contracts that are federally funded or deemed commercial, bonding is required. These types of contracts shall demand a performance bond not less than twenty (20%) percent of the total contract price, but not to exceed \$500,000.00. A performance bond requirement is to ensure that, if a contractor defaults, the Band may request that the surety pay the expense incurred to complete the construction contract.
- B. In addition, all construction contracts identified as federally funded or commercial shall be covered by a payment bond equal to one payment installment or cover subcontractors/suppliers as determined by the Contracting Officer or his agents. The payment bond must contain language stating that if the contractor fails to make a payment to its subcontractors/suppliers, the surety will make the necessary payment.
- C. 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: (700 Village Green Place, Mora, MN 55051)

LUMP SUM BASE PROPOSAL PRICE:

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

ALTERNATE #1 (Appliances)

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

ALTERNATE #2 (Paint family room ceiling and walls)

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

ALTERNATE #3 (Demo and remove entire deck)

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

ALTERNATE #4 (Salvage part of deck with stairs down to grass level.):
(Indicate specifics of what is to be included in Alternate 2.)

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

ALTERNATE #5 (Repair and replace deck as it currently stands)

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

ALTERNATE #6 (IF APPLICABLE):
(Master bedroom painting)

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

ALTERNATE #7 (Range Hood and related work)

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

ALTERNATE #8 (IF APPLICABLE):
(Carpet pad and carpet in master bedroom to be removed. Provide VINYL PLANK REPLACEMENT.)

_____ \$ _____
(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
- LETTER FROM BONDING SURETY (If required)
- COPY OF MINNESOTA CONTRACTOR'S LICENSE (if applicable)
- SUB-CONTRACTOR LISTS (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____