



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: March 10, 2022

BID DATE: March 30, 2022

PROJECT: 36666 Hwy 65, McGregor Septic Installation

TO: Qualified Septic 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 a partial septic system replacement serving commercial facilities at 36666 State Hwy 65, McGregor. Bids will be due Wednesday March 30, 2022 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday March 31, 2022 at 8:30 AM.

There will be a mandatory pre-bid site visit held on Wednesday, March 16, 2022 at 11am.

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 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. 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 Description:

2016 MLB Spec Book, MN Chapter 7080 and Approved Septic Design by Septic Check Dated 8/30/2021.

Contractor shall provide all equipment, materials and labor to complete the work described or referenced in this rfp and within the provided Septic Check Design.

1. Replace on-site septic system per the approved septic design provided by Septic Check dated 8/30/2021. Contractor shall ensure complete and functional system.
2. Contractor shall be responsible for having the existing tanks on the east side of the facility pumped out so that the needed repairs can be made and inspected. Contractor shall provide Owner with ample notice so that this work can be scheduled at a time when it will not disrupt operation of the facilities.
3. Contractor shall be responsible for pumping out and crushing the old lift station. Contractor shall complete and submit tank abandonment form to the Owner and the MN Licensed Advanced Inspector under contract with the MLB.
4. Contractor shall be responsible for pumping tanks from the time that they remove the old mound and throughout new mound construction, when the system is fully functional again.
5. Contractor shall be responsible for removal of all old mound materials and disposal off-site.
6. Contractor shall be responsible for all required permitting and inspections the MN Licensed Advanced Inspector under contract with the MLB. Contractor shall submit to the Owner copies of permits and inspections. There will not be a Band permit fee. Note: this system will be located on trust land and therefore the installation does not fall under Aitkin's County's jurisdiction. Contractor shall disregard any reference to County monitoring or operating permit requirements in the provided Septic Check design.
7. Contractor shall provide an As-Built System drawing for submission to MLBO and the MN Licensed Inspector under contract with the Band.
8. Contractor will not receive final payment until the MN Licensed Inspector under contract with the MLB has completed a successful final inspection and issued a Certificate of Compliance; and Owner has been supplied with full lien waivers for all subcontractors and suppliers.
9. Contractor shall also be responsible contacting Project Coordinator, Carla Dunkley, to schedule project site visits to see soil conditions at the start of old mound removal and at the start of placing new mound sand, tank repairs, new pump station installation and rock bed before covering.
10. Contractor shall provide Owner with daily updates and picture documentation of progress.
11. Contractor will not receive final payment until the MN Licensed Inspector under contract with the Band has completed a successful final inspection and issued a Certificate of Compliance; and Owner has been supplied with full lien waivers for all subcontractors and suppliers. In addition, submittal of the as-built drawing, tank abandonment form and TERO fee receipt are also required prior to release of the final payment.
12. Contractor is responsible for cutting vegetation and tree removal as required to install the system in accordance to MN Chapter 7080.
13. Contractor shall follow proper MN Chapter 7080 mound prep procedure, keeping traffic off the designated mound area and area shown on plans for future expansion. Contractor shall be responsible for the cost of any: compaction testing; re-design fees; or additional costs associated with system redesign or relocation; if these expenses are incurred due to contractor or subcontractor damaging the mound location.
14. Contractor shall provide installation of Owner provided water meter, including any fittings or adapters needed. Meter will be installed in the pump house located behind the East Lake Community Center.
15. Contractor shall be responsible for electrical connections and any required trenching.
16. Contractor will be responsible for all yard repairs caused by system installation, including grading, black dirt cover and seeding.
17. Contractor is responsible for calling Gopher One, as it is believed that there may be utility line(s) located near designated mound location.

18. Contractor shall utilize FEDERAL Davis Bacon wage rates for construction of this project. Wage determination rates will be provided at the pre-bid site visit. Contractor will be responsible for submission of certified payroll reports.
19. Include the .5% TERO tax fee in the base bid. Fee must be paid to the TERO office prior to receipt of final contract payment.
20. Construction is expected to start as soon as weather and site conditions allow in 2022.
21. Contract will be written with an expiration date of November 30, 2022.

Specified Product Substitutions: No substitutions will not be allowed on products specified within the design.

Contacts:

Interested bidders shall contact Carla Dunkley, Project Management Compliance Officer at 320-630-2495 or by E-mail at carla.dunkley@millelacsband.com to be included on the bidder's list in the event that any addendums are issued for this project; or to receive a copy of the Septic Check design dated 8/30/2021.

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 at (320) 532-4778.

All proposals MUST be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid: EL CC Septic System Replacement
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:

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 ETHornbloom@grcasinos.com with questions regarding licensing and for the license application.
2. **Bids will only be accepted from MN licensed septic installers performing 60% or more of the work scope themselves. Bids will not be accepted from general contractors or contractors with restricted installer licenses. The licensed installer business who holds the contract will not be allowed to have an apprentice installer perform any of the work. To qualify for bidding, the business submitting the bid shall have held a MN installer license for a minimum of 15 years. The business shall have experience installing a similar sized system and may be asked to provide details for verification. The licensed installer submitting the bid shall provide the required performance and payment bonding.**

Permit and Contractor Requirements:

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

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.

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
PROJECT MANAGEMENT

FY 2022 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: EL CC Septic Replacement

LUMP SUM PRICE:

_____ \$ _____
(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)
- ☐ LETTER FROM BONDING SURETY (Required)
- ☐ MLBO VENDOR LICENSE
- ☐ COPY OF CURRENT INSURANCES
- ☐ COPY OF MINNESOTA CONTRACTOR'S LICENSE (if applicable)
- ☐ SUB-CONTRACTOR LISTS (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____