



Community Development REQUEST FOR PROPOSAL

OWNER: Mille Lacs of Ojibwe
43408 Oodena Drive
Onamia, MN 56359

PROJECT: FY2024 Dumpster Service for Housing Maintenance

DATE: August 1, 2023

TO: Solid Waste Disposal Contractors

Work Scope:

The Mille Lacs Band of Ojibwe, Housing Department, is seeking proposals for an annual service contract to provide dumpsters at the Housing Warehouse in District I, District II and District III; and occasional delivery to residential sites as requested.

District I (Onamia area): Provide bi-weekly 30-yard dumpster pick-up at the District I Warehouse; occasionally an additional monthly pick-up will be requested depending on disposal volume; will also include dumpsters to TRR Rehab sites; also on occasion delivery of a dumpster may be requested to a residential site; total annual service to District I estimated at \$40,000.00.

District IIA (Isle): Provide delivery of dumpsters to residential sites as requested, annual cost of delivery to residential sites in District IIA estimated at \$10,000.00.

District II (McGregor/East Lake): Provide monthly 20-yard dumpster pick-up at the District II Warehouse in McGregor; also on occasion delivery of a dumpster may be requested to a residential site; total annual service to District II estimated at \$30,000.00.

District III (Hinckley/Lake Lena): Provide bi-weekly 20-yard dumpster pick-up at the District III Warehouse; also on occasion delivery of a dumpster may be requested to a residential site; total annual service to District III estimated at \$30,000.00.

General Conditions:

Upon approval of proposals, an annual service contract shall be awarded with a not to exceed amount; and will expire September 30, 2024. Multiple contracts may be awarded depending on the number of bids submitted per service area. Depending on necessity, less than the awarded not to exceed contract amount may be used for the year. In the event that additional dollars need to be added to the service contract, the vendor agrees to continue providing service at the rates provided in their original proposal. The Contractor is expected to provide delivery and pick-up of dumpsters in a timely manner. Contractor shall have the responsibility to keep accurate records of delivery and submit invoicing to the Housing Department. Invoice amounts will be verified, paid, and deducted from the total contract.

FY2024 Housing Maintenance Dumpsters

Bidding Notes:

Your proposals shall include the following:

1. Submit a fee schedule including: cost per each size dumpster, service fees, fuel charge or travel rate, disposal fees, or any other extra fees charged for disposal of certain items or materials.
2. Which MLBO Districts you will provide service to: District I (Onamia), District IIA (Isle), District II (Aitkin, McGregor, East Lake), and District 3 (Hinckley, Lake Lena). Proposals may be selective or include delivery to all districts.
3. Standard MLBO bid form. On the bid form please reference the following:
 - a. Job/Project: FY2024 Housing Department Annual Dumpster Service
 - b. On the labor and materials bid lines, reference the attached fee schedule.
4. Contractors must be licensed with the Mille Lacs Band of Ojibwe. Please include a copy of your current license with your bid. For more information or questions call Elizabeth Thornbloom at 320-532-8274 or email at ETHornbloom@grcasinos.com.
5. Please include a copy of your current solid waste hauling license for each applicable county for which districts are included in your proposal.
6. Contractors shall provide a current certificate of insurance.
7. Contractors will provide a signature page if the Mille Lacs Band doesn't have a current one on file.

All Proposals must be mailed and labeled as follows:

Mille Lacs Band of Ojibwe Housing Maintenance
Sealed Bid: FY2024 Housing Department Dumpster Service
PO Box 509
Onamia, MN 56359

Bids are due in the PO Box on August 16, 2023 at 3:00pm. A public bid opening will be held at 8:30am on August 17, 2023 at the Mille Lacs Band Government Center.

****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.**

****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. ****

PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.

Contacts:

If you have any questions or need additional information, please contact Mark Goede at (320) 532-4654, or via email at d1housing.maint@millelacsband.com.

1. Contractors must be licensed with the Mille Lacs Band of Ojibwe. Please include a copy of your current license with your bid. For more information or questions call Elizabeth Thornbloom at 320-532-8274 or email at ETHornbloom@grcasinos.com.
2. Vendors must have a current solid waste hauling license for each applicable county for the districts in which they are proposing to provide service.

COMMUNITY DEVELOPMENT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.

FY2024 Housing Maintenance Dumpsters

SECTION II – BIDDING FORMS
Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
HOUSING DEPARTMENT

FY 2024 BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: FY2024 Housing Department Dumpster Service

LUMP SUM PRICE:

_____ **N/A** _____ **\$** _____
(Written Value) (Dollar Amount)

Bid includes service rates for: DI _____ DIIA _____ DII _____ DIII _____

PLEASE SEE ATTACHED PROPOSAL FOR BREAKDOWN OF BID.

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.

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 (if applicable)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL: _____