



Community Development **REQUEST FOR PROPOSAL**

OWNER: MILLE LACS BAND OF OJIBWE

DATE ISSUED: 13 May 2025

BID DATE: 4 June 2025

PROJECT: Hinckley and Lake Lena Community Center Storage Garages

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 construction of a detached storage garage addition located in Hinckley, MN and a detached storage garage structure located in Lake Lena, (Sandstone) MN. Bids will be due Wednesday 4 June, 2025 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday 5 June, 2025 at 10:00 AM.

A mandatory Pre-Bid site visit will be held at the site on Thursday May 22nd at 1:00 PM. We will meet at the Hinckley site first then travel to the Lake Lena site. (Meshakwad Community Center: 38043 Hinckley Rd., Hinckley, MN 55037.

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 2025 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:

Hinckley Storage Garage Addition: Meshakwad Community Center; 38043 Hinckley Rd., Hinckley, MN 55037.

1. Remove and protect dumpster enclosure for re-installation. Demo dumpster slab and concrete apron section in front of the dumpster pad.
2. Scrape existing topsoil and prepare site and construct thickened edge slab supported storage garage addition structure per plan and specification.
3. Import clean granular fill as needed to establish the floor slab at a matching elevation to the existing garage. Utilize existing topsoil to establish exterior final grade around the addition to a smooth finish. Seed area upon completion of final grading operations.
4. Frame the new garage addition to plan. Remove existing roofing as needed to tie-in the new roof to the existing structure.
5. Extend electrical service into the new addition space from the existing 60 amp subpanel.
6. Steel roofing to be Metal Sales Image II concealed fastened 26ga. 16" panel coverage with High Temperature synthetic underlayment. Contractor shall be responsible for trim and accessories to ensure compliance with manufacturer installation requirements. Include Fascia trim and ventilated ridge cap and soffit materials. Match existing structure colors.
7. Install WRB and steel siding to be Metal Sales EM1-1212 Wall Panel Empire Series concealed fastener system. Contractor shall be responsible for trim and accessories to ensure compliance with manufacturer installation requirements. Match existing structure colors.
8. Overhead garage door: Midland Commercial Ribbed CS24 16' x 8'. With opener per spec book. Match existing color.
9. Install snow guards on the front (South) elevation. Install gutter and downspout to the addition front (South Wall Line) Down spout to discharge at the east end. Install downspout extension to discharge behind the dumpster pad.
10. Interior lighting to consist of ceramic fixture base. Provide and install 60watt equivalent LED light bulbs. Add Exterior wall pack lighting: Patriot 9748-BK3 or equal dusk to dawn LED security light to the East Side of the new overhead door.
11. Modify existing garage East wall by adding a 60" opening. Remove foundation block and grind clean to floor. Install header, trimmer studs, cripple studs as needed to create the opening. Install continuous aluminum threshold plate to cover joint.
12. Form and pour new 5" concrete dumpster pad.
13. Install 5" reinforced concrete apron full width of the garage addition and dumpster pad to existing road 10' existing setback. Dowel connection to existing apron.
14. Re-install previously removed dumpster fence enclosure in the same configuration.

Lake Lena Storage Garage: Lake Lena Community Center; 45749 Grace Lake Rd., Sandstone, MN 55072.

1. Demo existing old playground equipment from the construction area.
2. Scrape existing topsoil and prepare site and construct thickened edge slab supported storage garage structure per plan and specification.
3. Import clean granular fill as needed to establish the floor slab elevation. Place and compact. Utilize existing topsoil to establish exterior final grade around the addition to a smooth finish. Seed area upon completion of final grading operations. Remove excess topsoil materials from the site.
4. Construct the new garage to plan.
5. Extend electrical service into the new garage space from the existing electrical service. Provide and install 60 amp sub panel.
6. Steel roofing to be Elevate (Firestone) Una-Clad UC-4 concealed fastened 26ga. 16" panel coverage with High Temperature synthetic underlayment. Contractor shall be responsible for trim and accessories to ensure compliance with manufacturer installation requirements. Include Fascia trim, ventilated ridge and soffit materials. Match existing community center structure colors.
7. Install WRB and EIFS siding to match the existing community center structure.
8. Overhead garage door: Midland Commercial Ribbed CS24 16' x 8' white with opener per spec book.
9. Install ceiling vapor barrier and 5/8" type x drywall ceiling. (fire tape: level-1 finish)
10. Interior lighting to consist of ceramic fixture base. Provide and install 60watt equivalent LED light bulbs. Add Exterior wall pack lighting: Patriot 9748-BK3 or equal dusk to dawn LED security light to the South gable above overhead door.
11. Install 5" reinforced concrete apron full width of the garage addition x 10', tapered connecting to the existing parking lot asphalt at 16' width.

Include ½% TERO tax in base bid.

Davis Bacon wage rates apply. They will be posted with Pre-Bid Addendum #1.

Hinckley site will require MLBO and City of Hinckley building permits.

Lake Lena site will require MLBO building permit.

Contractor will need to provide toilet facilities.

Contractor is responsible for site cleanup and disposal of generated debris.

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 Ryan Jendro – CMD Project Manager at ryan.jendro@millelacsband.com or at 320.630.5011 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. Surety Bond Letter
 - e. A copy of Subcontractor/Material Supplier list
 - f. A copy of valid State of Minnesota Contractor's License
 - g. 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: (Hinckley and Lake Lena Community Center Garages)
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 Jackie Smith at (320)384-4773 or via email at Jsmith2@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) Permit & City of Hinckley.

Bonding Requirements: In accordance with 2025 MLB Project Specification Book. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed. All projects over \$100,000 require bonding regardless of company ownership.

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 2025 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: Hinckley and Lake Lena CC Storage Garages

LUMP SUM PRICE:

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

ALTERNATE #1: (Description)

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

ALTERNATE #2 (Description):

_____ \$ _____
(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 may result in bid disqualification.

- MLB BID FORM (MUST BE SIGNED)
- SCHEDULE OF VALUES
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- LETTER FROM BONDING SURETY (REQUIRED)
- COPY OF MINNESOTA CONTRACTORS LICENSE (if required)
- SUB-CONTRACTOR/SUPPLIER LIST (Include values)

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

FIRM NAME: _____ TELEPHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____