



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: August 9, 2023

BID DATE: September 13, 2023

PROJECT: Lake Lena Community Center Remodel

TO: QUALIFIED GENERAL CONTRACTORS

The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids for a commercial remodel project to be performed at the Lake Lena Community Center located at 45749 Grace Lake Rd., Sandstone, 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 on: Wednesday August 23, 2023 at 1:00 PM, on-site at the Lake Lena Community Center located at 45749 Grace Lake Rd., Sandstone, MN. Please RSVP to Project Manager by 8/21 in the event that the Community Center is Closed. Directions to site: Take HWY 48 east from Hinckley 21 miles to Grace Lake Road. Take a left (north) on Grace Lake Road. Go 4 miles, Community Center will be on the left side of the road.

Project plans and product specifications will be available to bidders at the pre-bid site visit.

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 2023 MLB Project Specification Book.
2. Contractor will secure all permits and fees.
3. Contractor is responsible for a thorough investigation of the scope of work.
4. Contractor will repair any damage to the property or structure created by the scope of work.
5. 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.

Project Narrative:

This project will consist of remodel of our Lake Lena Community Center. Work in general will include general interior finish replacement, flooring, painting, ceiling tile, casework, interior wood door replacement, door hardware replacement, light fixture replacement, and electrical device replacement. The existing gymnasium will receive new upper story window replacement, and synthetic overlay with surrounding LVT boarder flooring, and selective gymnasium equipment replacement. Work is included in all public spaces as well as occupied offices. Exterior work will consist of window replacement, aluminum entry door replacement, exterior concrete flatwork, wood siding replacement with cement based log siding, painting of EIFS, and dumpster enclosure restoration. Minor standing seam metal roof and trim repair will also be included.

Work Scope:

1. Gymnasium Space:

- a. Demo and replace athletic wall padding. Contractor to provide Owner with samples for color selection. (H2i)
- b. Demo and replace existing scoreboard unit. (H2i)
- c. Prepare and install synthetic floor overlay, including game-lines and logo installation. Contractor to provide Owner with samples for color selection. H2I Group contact information will be provided to bidding General Contractors.
- d. Demo existing gymnasium floor boarder and replace with LVT. Prep and install floor leveler as needed to meet the new synthetic flooring finished height. Neatly cut boarder and color match caulk LVT to burnished block.
- e. Clean, prep and paint steel base brackets securing the glue-lam assemblies.
- f. Demo and replace upper wood windows on East and West gymnasium. New window assemblies to be fixed commercial aluminum assemblies. Each replacement window to be half the length of existing window units. Install double 2x intermediate post between units to split the window opening. Glazing of new windows to be Low-E tempered safety glass. Contractor shall be responsible for field measuring openings for replacement. Provide and install exterior sealants, flashings and cladding as needed for a water tight installation. Provide and install interior aluminum brake metal extension jambs. Remove old power window operator assemblies and wiring. Neatly patch any mounting holes.
- g. Demo and replace High Bay Gymnasium light fixtures. New fixtures to be Lithonia JEBL LED High Bay fixture. Configure 2 fixture replacement with rigid conduit LB and metal boxes to create a secure fixture holder.
- h. Clean, prep and re-paint ductwork. Remove, clean and re-paint return air grilles.
- i. Demo and replace drinking fountains (4). Replacements shall be Elkay or Oasis units with bottle fill option.
- j. See Bid Alternate #3 & #4.

2. Entry Vestibules (East, Southeast, Main)

- a. Demo and replace walk off mat carpet flooring. Fill Main vestibule concrete recessed mat for level installation of the new carpet tiles.
- b. Demo and replace electric cabinet unit heaters. (South East & East Entry)
- c. Demo and replace aluminum doors in the including door hardware, weatherstrip, Repair/Replace any damaged door hardware, thresholds, sweeps and weather strip. East Entry: 2 exterior doors, 2 interior doors. South East Entry will consist of hardware replacement, weatherstrip, threshold, sweep, and prep of existing frame for card reader electric strike.
- d. Patch, prep and paint drywall wall and ceiling surfaces.
- e. Rough – in and wire to exterior soffit mounted flood lights 4 locations. (see schedule). Remove existing solar flood light assemblies.
- f. Install Card Reader Access control to the Southeast vestibule exterior door, including wiring, low voltage, and electric strike for the Aluminum frame.
- g. Replace automatic power openers and wireless activation buttons (Main Entry).

3. Foyer 101

- a. Demo and replace entry walk off carpet and tile flooring. New walk off carpet layout to extend to the dining room entry door corners. Prep existing tile flooring by filling grout lines with Ardex leveling compound. New flooring over tile with konetix flooring product. Include grinding and floor prep to accept the new flooring products. Demo tile wall base throughout and install new wood base. See Plan for details.
- b. Demo vinyl wall covering throughout. Skimcoat and prepare for paint.
- c. Replace damaged drywall as needed. Patch and paint drywall walls and ceilings.
- d. Demo Replace drinking fountain, add bottle fill option on new unit.
- e. Add Oak pre-finished 1x chair rail along the hall perimeter matching lower window casing elevation. Rabbet joint bottom edge to overlay the base wall protection panels.
- f. Provide and install wall protection panels and trim from the top of the new wood base to the underside of the new chair rail. Wall protection panels to be Inpro Palladium Rigid Sheet woodgrain finish. Provide Owner with product samples for selection. Rigid Sheet Trim to match color selection.
- g. Furnish and install any missing base heater covers / end caps.

4. Dining Room:

- a. Demo wainscot wall covering. Patch and repair drywall substrate. Install new wall protection panels and trim. From top of base to bottom of chair rail.
- b. Repair or replace any loose existing chair rail trim.
- c. Change existing hanging light fixture bulbs to LED.
- d. Repaint tectum ceiling panels (spray Sherwin Williams) Owner to select paint color.
- e. Patch drywall wall surfaces above wainscot and re-paint. Owner to select color.
- f. Demo and replace exterior aluminum entry door and frame assemblies, including all hardware, glazing, weatherstrip, thresholds, and door sweeps.

5. Kitchen:

- g. Clean and service exhaust hood unit. Test and re-certify ANSUL fire suppression system and ensure functionality. Replace exterior fan hood assembly, ensuring proper guards are installed to prevent wildlife entry / nesting.
- h. See Bid Alternate #1.

6. Legislative Office Area: 201-207

- a. Remove and Replace Ceiling Tiles.
- b. Demo and replace floor covering and carpet base.
- c. Remove wall covering border, patch and paint all drywall surfaces.
- d. Demo and replace reception desk. Include casework allowance (materials and delivery only) \$45,000. Install labor will be included in base bid
- e. Room 206: remove electrical panel cover and paint to match the new room paint color. Spray apply paint finish to achieve a "new" factory condition appearance.
- f. Room 205. Demo and replace all existing cabinetry locks and handles.
- g. Provide and install Card Reader access control to the entrance door to this area. Provide power wiring, low voltage wiring, and electric door strike.

7. Janitor 102 and Mezzanine Stair Entry

- a. Demo existing flooring. Prep concrete substrate and install LVT flooring and vinyl base.

8. Bathrooms 102, 103, 106, 107

- a. Demo Replace Ceiling Tile.

9. Locker Rooms 104, 108:

- a. Demo and replace ceiling tile.
- b. Demo and replace sheet vinyl flooring. Prep concrete substrate and install LVT flooring and vinyl base.
- c. Patch and paint any drywall surfaces.
- d. Replace all shower fixtures: Include new shower valve cartridges, trim, and shower heads.
- e. Locker 108: See Bid Alternate #2

10. Exercise / Youth Rooms 109, 111, 112

- a. Demo and replace ceiling tile.
- b. Demo and replace flooring. 111, 112 to receive new carpet tile with carpet base. 109 to receive Mondo sport impact flooring 6mm and vinyl base. Prep concrete substrate for installation of new products.
- c. Patch and paint all drywall surfaces.

11. Bathrooms 309, 214, 215, 202

- a. Demo and replace ceiling tile.
- b. Selectively demo and replace damaged porcelain wall tile.
- c. Clean and or replace damaged bathroom exhaust fan grille covers.

12. Office Rooms 210, 211, 212, 213, 301, 302, 303, 304, 305, 306, 307, 308

- a. Replace ceiling tile throughout area.
- b. Demo and replace vinyl wall coverings where covered with vinyl wall covering. Skimcoat and prepare surface for paint.
- c. Patch and paint exposed drywall wall areas.
- d. Demo and replace vinyl flooring, carpet and wall base. Prep concrete substrate for new carpet tiles, LVT in 301. Provide and install new flooring and vinyl or carpet wall base.
- e. Provide and install Card Reader access control to the entry door from Foyer 101. Include power wiring, low voltage wiring, and electric strike.

13. General Work: ALL AREAS.

- a. Demo and replace all interior flush wood doors. New doors to be VT Industries flush wood veneer doors or equal. Wood Species to be determined. Provide pre-finished color options to Owner for selection.
- b. Remove hardware, sand, fill any holes, prep and paint all HM door frames (spray finish).
- c. Demo and replace all interior and exterior HM door hardware, including hinges, kick plates, closers, locksets, stops, etc. Contractor to provide Owner with finish options. Coordinate Keying with Owner. Include re-keying of Aluminum doors that will remain.
- d. Exterior wood window replacement: Demo and replace all exterior wood windows with insulated aluminum frame fixed units. Install finished oak 1x interior jambs and casing to match existing interior window assemblies.
- e. Demo replace all window blinds. Levolor or Bali room darkening vertical blinds. Provide new blinds only on windows that currently have blinds installed.
- f. Sand, prep and re-paint all interior / exterior HM doors and frame assemblies. Painting both interior and exterior surfaces.
- g. Where ceiling tiles are called out for replacement, adjust existing ceiling grid system as needed to ensure level ceiling plane.
- h. Demo and replace interior and exterior light fixtures. Contractor shall include labor and material to remove and replace all light fixtures in the base bid.

Fixture Schedule:

Gymnasium High Bay: Lithonia JEBL LED High Bay
2x4 Troffer / Lay-in Fixture: Lithonia CPX 2x4 AL08 SWW7 M2
Wall Sconce: Healthcare Lighting HPSS3_TUWH
Exit Lighting: LHQM LED include and coordinate accessories required with existing light location to be replaced.
Exterior Wall Mount: Lithonia WDGE2
Emergency Lighting: Lithonia WLM6L
Exterior Entrance Flood Lights: Lithonia HGX 2RH ALO SWW2
120 PE DDB M2

Parking Lot Light / Standard: 4" Square Tube 20' standard, Lithonia ESX1 LED P4 40K R5 MVOLT UPA BLS DDBXD M2 Demo Wood Standard and install new concrete sonotube footing base w/ anchor bolts for new steel standards. See Pole Base B2 Detail.

- i. Unspecified Light Fixture Allowance: Contractor to include a material allowance of \$15,000.00 for light fixtures not specified. This allowance shall be used for LED light fixture or conversion hardware purchase. Contractor is responsible for proving actual material cost and will be allowed a 10% markup on fixtures. Contractor shall review existing lighting system and provide Owner with LED fixture replacement recommendations for review/approval. The cost of the unspecified fixtures shall be paid from the allowance line.
- j. Furnish and install two additional wall pack light fixtures to the gymnasium North exterior wall. Exposed conduit shall be painted to match the surrounding building color.
- k. Demo and replace existing fire alarm ceiling mounted detection devices. Ensure compatibility with existing fire alarm panel and system. Test fire alarm upon completion.
- l. Demo and replace all Electrical receptacles, light switches and cover plates. Label new cover plates with appropriate panel and circuit identification.
- m. Interior Signage Allowance: Contractor shall provide a \$10,000.00 material only allowance to provide new interior room identification signage. Labor for removal of existing and installation of the new interior signage replacement shall be included in the base bid.
- n. Camera / Security System Allowance: General Contractor shall include a camera / security system allowance of \$30,000.00 to upgrade the camera system, including replacement of old cameras, installation of new cameras and updating the existing server and computer software system.
- o. Access Control System: Facility currently does not have an access control system. Three Access controlled doors are to be installed. Provide all power wiring, low voltage wiring / Accessories needed to install the new system to Owner provided computer located in the upper mezzanine mechanical room. Include software installation and licensing as needed for a functional system. Include 50 new electronic cards for programming.
- p. Flooring Material Allowance: Contractor shall include a Flooring Material Allowance of \$150,000.00. Upon Owner selection of approved materials, contractor shall submit material cost for review. Contractor limited to 10% overhead and profit markup on flooring products. Flooring installation labor shall be included in the base bid for the product type shown on the floor plan. Further information will be provided in Pre-Bid Addendum.
- q. Contingency Allowance: Contractor shall include a contingency allowance line of \$250,000.00 to be utilized by the Owner for project scope changes, unforeseen conditions or otherwise unspecified work. Contractor shall submit any change request to the Owner for review/approval before commencing with any additional work that will be paid from the contingency allowance line.

14. Exterior:

- a. Exterior air conditioning condensers: Install 48" black vinyl coated chain link fence surround with lockable accessible gates for service. (4 locations)
- b. Dumpster enclosure: Demo top course cap. Clean and patch CMU units as needed including crack repair, tuck pointing etc. Install EIFS coating to the CMU surface. Match new paint color of building EIFS. Provide and install new precast concrete wall cap and seal.
- c. Detached Storage Garage: Repair gable end and overhang. Replace missing fascia covering, soffit and trim as needed. Demo and replace overhead door. Wrap all jambs and head with steel trim and weatherstrip. Clean and prep HM door and refinish with new paint. Provide and install new door hardware.
- d. Repair various steel roof damaged areas, as identified at the pre-bid site visit. Include all steel panels, trim, flashings and sealants as needed to complete the damage repairs. At exterior of Dining room area, cover all exposed Tectum panels, wood glue-lam, fascia and soffit areas with color matched steel. Owner will provide contractor with existing firestone unacled product information.
- e. Demo and replace exterior half log lap siding up to the level of EIFS. Remove all existing wood siding and trim. Remove (if existing) and replace WRB. Prior to installation of new WRB contact Owner to inspect building exterior sheathing / wall system for potential damage repairs. Provide up to 40 sheets of ½" exterior sheathing replacement. (original plans identify ½" ext. gypsum sheathing) New WRB to be Tyvek with appropriate fastening and seam taping. New siding to be Clear Creek Siding (4436 W. Manufacturers St., Springfield, MO 65803: www.clearcreeksiding.com Product: Concrete Log W/O Chinking. Owner to select color. A pre-installation site meeting will be required. Install siding and trim product according to manufacturer's installation instructions, including siding, window and door trim, inside and outside corners, all fasteners, adhesives and sealants. Properly clean product after installation.
- f. Replace up to 100lf of base metal flashing where damaged, prior to new siding installation. Match existing color and profile.
- g. Clean, prep and paint all existing EIFS areas.
- h. Exterior Concrete Patio: Demo existing exterior concrete at the dining room exterior door. Remove topsoil from area and prep base for new concrete patio. Install 6" sand cushion base. Form and pour new 4" air entrained concrete patio slab. Include #4 rebar reinforcement grid at 2' OC. Each way. Include light broom finish and saw cut control joints. Remove and Re-install AC Condenser units to complete the area off of the Gymnasium West Entrance. Concrete site area location will be identified at the pre-bid site visit.
- i. Well Pump Building: Reconfigure plumbing main lines to be able to isolate the Community Center and Clinic Buildings. Install new, labeled shut off valves as needed to isolate each building from the water supply.

15. Contractor to provide portable toilet facilities for workers.

16. Contractor to provide construction dumpsters for all debris removal.

17. Contractor to include ½% (0.5) TERO tax fee in base bid.

Bid Alternate #1: Kitchen Equipment Replacement: Demo and replace range unit and convection oven unit. Contractor to propose existing manufacturer, similar model appliances.

Bid Alternate #2: Locker Room Reconstruction / Re-Configuration: Locker Room 108 Storage Conversion: Infill openings to shower stalls, Demo ceramic wall tile, sinks and cap utilities from the center wall area. Modify ceiling grid as needed for new wall construction. Install drywall, tape, finish, and paint. Demo existing bench assemblies and patch as needed.

Bid Alternate #3: Cost increase to prep and re-paint Gymnasium Tectum ceiling panels.

Bid Alternate #4: Cost increase to replace existing basketball goal assemblies including fold down frames, backboard goals, rims and nets. (H2i)

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, Project Manager, at 320.630.5011 or at ryan.jendro@millelacsband.com to obtain bid form and to be included on the bidder's list in the event that any addendums are issued for this project.

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: Lake Lena Community Center Remodel Project
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:

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.

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 2023 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: **Lake Lena Community Center Remodel Project**

BASE BID – (Labor and materials including all allowances and contingency):

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

ALTERNATE #1 Kitchen Equipment Replacement

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

ALTERNATE #2 Locker Room Reconstruction / Re-Configuration

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

ALTERNATE #3 Gymnasium Tectum Ceiling Panel Painting

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

ALTERNATE #4 Gymnasium Basketball Goal Assembly 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)
- 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: _____