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**Community Development**

**REQUEST FOR PROPOSAL**

**OWNER:** Mille Lacs of Ojibwe

43408 Oodena Drive

 Onamia, MN 56359

**PROJECT: MLB Facilities Annual Fire Protection**

**DATE: September 18, 2023**

**TO: Qualified Fire Protection Contractors**

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# Description and Scope of Work

The Mille Lacs Band, Community Development Department will be accepting sealed bids for **annual servicing of fire protection system for the Mille Lacs Band of Ojibwe facilities in all three districts (D-I Onamia, D-2A Isle, D-2 East Lake and District-3 Lake Lena)** until **3:00pm on October 6, 2023**. Bids will then be publicly opened and read aloud at **10:00am on October11, 2023** at the Mille Lacs Government Center.

Mail sealed bids to: Timothy Jackson, Commissioner of Community Development

 Protection RFP Fire

 P.O. Box 509

 Onamia, MN 56359

# Bidding Notes

* Bids include the following facilities:
	+ District 1
		- Tribal Government Center (Onamia)
		- Ceremonial Building
		- Community Center
		- Law Office
		- New Community Center
	+ District 2A (Isle)
		- Chiminsing Center
	+ District 2 (McGregor)
		- Ceremonial Building
		- Community Center
		- Minisinaakwaag Leadership Academy
	+ District 3 (Lake Lena)
		- Community Center
		- Ceremonial Building.
		- Meshakwad Community Center (Hinckley)
* Bids must include all rates regarding service calls (after hours, holidays, and weekends).
* Bids should be broken down by District if rates are different.
* Bids must be inclusive of the following:
	+ all service Ansul servicing, fire extinguisher re-charging, alarm systems and sprinkler systems.
* Bids should include a one call number for all service needs to be in compliance for all above listed facilities.
* All pricing shall be valid through September 30, 2024
* Site visits are encouraged and may be scheduled with Rhonda Sam, Facilities Manager (320-630-2447).
* Bids must include all related materials (when possible) and labor.
* **All proposals must be mailed and labeled as follows:**
* **Maria Costello, Assistant Commissioner of Administration**
* **Facilities Electrical**
* **PO Box 509**
* **Onamia, MN 56359**

# C. Licensing

Contractors must have a current Mille Lacs Band Vendor’s license. Contact Elizabeth Thornbloom at the Business Regulations Office at (320)532-8274 with questions regarding licensing and for the license application

**The Mille Lacs Band of Ojibwe reserves the right to reject any and all bids for any reason.**

MLB BID FORM

COMMUNITY DEVELOPMENT

FACILITIES

**FIRM NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**JOB/PROJECT: FY2024 Annual Fire Protection**

Annual Rate of Inspection Services for District I, IIa , II & III

Fire Alarm Systems Inspection & Emergency Lighting Inspections **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection &certification of sprinkler systems **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection & certification of Kitchen Hood Fire Suppression **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection & certification of Fire Extinguishers **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Total annual inspection & certification not to exceed **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Rates for Servicing of Fire Protection Systems for District I, IIa , II & III

Service of Fire Alarm Systems & Fire Extinguishers

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Service of Sprinkler Systems

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Service of Kitchen Ansul Fire System

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Annual Rate of Monitoring Services

Off-site monitoring of fire alarm & sprinkler systems per location **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**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)
* DETAILED PROPOSAL
* MLBO VENDOR LICENSE
* COPY OF CURRENT INSURANCES
* COPY OF MINNESOTA CONTRACTORS LICENSE (if required)

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TITLE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FIRM NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TELEPHONE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_