



## **Community Development** **REQUEST FOR QUALIFICATIONS**

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

**DATE ISSUED:** 5 MAY 2025

**BID DATE:** 28 MAY 2025

**PROJECT:** NAS Upper and Lower School Renovation

**TO:** QUALIFIED GENERAL CONTRACTORS

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**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.**

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### **I. INTRODUCTION**

The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed Statements of Qualifications for the construction renovation of both the NAS Upper School and NAS Lower School in District I. Renovation in general will include a complete interior and exterior renovation including Paint, Doors and Hardware, Flooring, lighting, HVAC systems. Exterior renovations will include windows, doors, additional insulation, roofing, and some civil work. Statement proposals will be due Wednesday 28 May 2025 at 3:00 PM. Statements received will be opened and qualified by the Mille Lacs Band of Ojibwe starting on Thursday 29 May 2025

This request for Statements of Qualifications (SOQ) is issued by the Mille Lacs Band of Ojibwe to identify companies to provide General Contractor construction services for the Project. The Upper School is approximately 38,000 sq. ft. The Lower School is approximately 40,455 sq. ft. They are located within the District I Vineland Community. The project is subject to Federal Davis Bacon Commercial Prevailing wages and the Mille Lacs Band Tribal Employment Rights Office (TERO) statutes. Project is anticipated to be put out for bid in July of 2025. Construction is expected to commence in December 2025. Project will be phased to renovate Upper School first, followed by the Lower School. Expected project duration is 24 months.

### **II. STATEMENT SUBMITTAL INSTRUCTIONS**

Companies must notify, via email, with their intent to submit a response to the RFQ to:

Mike Moilanen, Director of Planning and Project Management  
[mike.moilanen@millelacsband.com](mailto:mike.moilanen@millelacsband.com)

**COMMUNITY DEVELOPMENT / PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS FOR ANY REASON.**

**All Statements of Qualifications must be received at the P.O. Box no later than 3:00 p.m., Wednesday 28 May 2025. Statements MUST be mailed to:**

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development  
Sealed bid: NAS Upper and Lower School Renovation**

**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. \*\***

## **PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.**

### **III. STATEMENT OF QUALIFICATIONS CONTENT**

1. Cover Letter/Title Page - Include name of project, name of the company, local address, telephone and fax number, name of the contact person, and the date.
2. Provide the qualifications and resumes of the professional staff that will be assigned to the project. Include the name(s), experience, and qualifications of person(s) that will be routinely responsible for the management and administration of the project.
3. Detail the company's experience performing multi-million dollar commercial projects and give examples by listing projects, costs and indicating company's role in project. Highlight pertinent construction experience of this building type. Include information regarding company's history, years in business and annual volume.
4. Detail the company's assigned Project Manager's experience performing multi-million dollar commercial projects and give examples by listing projects, costs and indicating the Project Manager's role in project. Highlight pertinent construction experience.
5. Detail the company's assigned Job Superintendent's experience performing multi-million dollar commercial projects and give examples by listing projects, costs and indicating the Job Superintendent's role in project. Highlight pertinent construction experience.
6. Detail examples of how the company and the assigned personnel to this project have delivered past projects on time and on/or under budget.
7. Detail the company's past performance with regard to existing or previous projects or activities with the Mille Lacs Band of Ojibwe and/or other federally recognized Indian Tribes. Detail the company's experience working with Tribal Employment Rights Office (TERO).
8. Detail the company's safety program and record.
9. Detail the company's willingness to enter into Mille Lacs Band's Standardized Contract.
10. Detail the company's experience performing construction projects utilizing Davis-Bacon wages and certified payroll documentation requirements.
11. Detail the company's ability to mobilize appropriate personnel and subcontractors at sufficient levels to complete the project or activity within a specified project schedule.
12. References - Please include a list of project client references where related services were provided by the staff identified above.
13. Please submit one (1) loose leaf unbound copy of the Response to the RFQ. One copy to be an original signed copy. Can also provide pdf on thumb drive in addition to signed copy.

### **IV. SELECTION PROCESS**

1. The NAS School Building Committee will review and score all submitted SOQ's. All scores will be emailed to all RFQ respondents. All scores will be public information.
2. The 8 top scoring qualified companies will be invited to make their presentations in person to the NAS School Building Committee. Those companies will be given further instructions as to how these presentations will be structured.
3. The top 5 scoring companies will be selected from the in-person presentations and qualified to respond to the RFP to submit bids on the project.