



## **Community Development** **REQUEST FOR PROPOSAL**

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

**DATE ISSUED:** 19 December 2022

**BID DATE:** 18 January 2023

**PROJECT:** Old District I Community Center Roof Replacement

**TO:** Qualified Commercial Roofing 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 a commercial roofing project to be performed at the Old District I Community Center, located in Onamia, MN. Bids will be due Wednesday 18 January, 2023 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday 19 January 2023 at 10:00 AM.

**A mandatory pre-bid site visit will be held on: Friday January 6<sup>th</sup> at 1:30 PM at the project site. Building address is: 43500 Virgo Rd., Onamia, MN 56359 (Directly East of Grand Casino Mille Lacs)**

### **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 Project design documents as prepared by Architectural Resources Inc.
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. Contractor shall be responsible for all debris removal related to all work performed under this work scope.
8. Contractor to carry Builder's Risk insurance on project for duration of construction.
9. **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.**

**Work Scope:**

Community Center - New Metal Roofing

1. Removal and replacement of all existing pitched asphalt roofing, roof edge and flashings.
2. Replacement of all decayed, or weathered, or collateral materials in association with re-roofing installation including but not limited to all wood blocking/decking, sheathing, flashing, sealants and etc. Include in base bid, the removal and replacement of 100 sheets of 5/8" CDX plywood roof sheathing. Provide cost per sheet (including labor and materials on sub-contractor/supplier list. This price will be utilized should more or less sheets be required. See Bid Alternate #2)
3. Supply and install new metal roofing at all sloped roof areas.
4. Replace existing with new standing-seam metal roof panels, self-adhering sheet underlayment and all associated flashings, closures and trim.
5. Acceptable manufacturers: Firestone Una-Clad UC4, Peterson Aluminum Corp. Colors to be selected from Firestone standard colors.
6. Vertical-rib, snap-joint configuration, factory installed striations at all panels
7. Zinc-coated (galvanized) steel sheet, 22 gauge (0.79mm) nominal thickness with 2-coat fluoropolymer
8. Panel coverage: 16 inches, Panel height: 1.5 inches
9. Provide and install all new roof jacks and flashings and venting.
10. Remove static box vents at the North and South continuous roof between the lower roof and gymnasium transition. Provide and install custom linear static vent and ensure a leak free installation. Linear vent to be fabricated and installed using the color matched firestone coil stock, custom bent to accept baffle material and continuity to the upper section of roof. Provide section detail and product data to Owner for approval before fabrication.
11. Supply and install S-5 ColorGard snow and ice guards at all entrance, parking, and mechanical equipment locations. Areas to be covered include exterior entrances and walks and where roof penetrations are located. Consult with S-5 for recommended placement and clamping components. Provide product data and shop drawing for Owner approval.
12. Remove all existing gutters and downspouts. Provide and install new 6" K-style seamless steel gutters and 3"x4" downspouts.
13. Remove all existing plywood soffit material. Supply and install new vented steel soffit at all lower roof area and unvented steel soffit at gymnasium, and steel fascia cover and associated aluminum trim. Include J-channel, F-channel, or other trim as needed for a complete installation. Re-fasten existing fascia and replace rotten fascia trim material where needed before covering is installed. Color matched caulking to be installed at all areas where 2 different materials meet/abut.
14. Existing gymnasium Roof Kal-Wall assembly replacement: Contractor shall include a \$60,000 material and labor allowance to subcontract with WL Hall to replace the existing gymnasium skylight. Awarded low bidder will be provided with WL Hall contact information for the replacement. Contractor shall include any profit or overhead in the base bid.
15. Contingency Allowance: Contractor shall include a \$50,000.00 Owner Contingency Allowance in the base bid to be utilized by the Owner for unforeseen conditions. Unused allowance will be credited back to the Owner.
16. All dumpsters to be provided by contractor.

17. Note that commercial Davis Bacon wage rates apply to this project.

**Bid Alternate #1:**

Provide and install cast-in-place concrete splash pads. New splash pads to be 16" wide x 48" long x 6" thick with rebar reinforcement and to be dished out in center to provide proper drainage away from structure. Contractor to excavate placement area and install splash pads flush with existing grade.

**Bid Alternate #2:**

Unit cost per sheet of 5/8" CDX Roof Sheathing installed. This value to be used in calculating Owner credit, or additional cost.

*Specified Product Substitutions: All proposed product substitutions shall be submitted in accordance with the project specifications. Any approved substitutions, will be made available to all bidders via Pre-Bid Addendum.*

**Contacts:**

**Interested bidders shall contact Ryan Jendro - CMD Project Manager at 320.630.5011 or at [ryan.jendro@millelacsband.com](mailto:ryan.jendro@millelacsband.com) 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 submit building schedule to Owner at the time of contract signature by the Contractor.
3. Contractor shall provide means and methods for all building phases of construction.

**Bidding notes:**

1. Submit signed proposal in lump sum (supply and install), not to exceed amount
2. All Contractors (including subcontractors) must comply with Commercial Davis Bacon wage requirements (Aitkin County).
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. A copy of Subcontractor/Material Supplier list
  - e. 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: Old D1 Community Center Re-Roof  
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.**

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

**PERMIT AND CONTRACTOR REQUIREMENTS:**

Permits: Contractors are responsible to attain all necessary permits for all work, including Mille Lacs Band of Ojibwe (MLBO) Permits. MLBO permit fee \$50.

**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 Elizabeth Thornbloom at (320)532-8274 or by email at [EThornbloom@grcasinos.com](mailto:EThornbloom@grcasinos.com) with questions regarding licensing and for the license application.

**Bonding Requirements:**

Performance and Payment Bond: A performance and payment bond on the part of the contractor for 20 percent of the contract price shall be required. "Performance and Payment Bond" means a bond executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

## 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: **Old District I Community Center Roof Replacement**

BASE BID – (*Labor and materials*):

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

ALTERNATE #1 (*Provide and Install Concrete Splash Pads*)

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

ALTERNATE #2 (*5/8" CDX Roof Sheathing Replacement Unit Cost*)

\_\_\_\_\_ \$ \_\_\_\_\_  
(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)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- COPY OF MINNESOTA CONTRACTORS LICENSE (if required)
- SUB-CONTRACTOR/SUPPLIER LIST (Include values)

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

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

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