



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: June 29, 2023

BID DATE: August 2, 2023

PROJECT: DI, DII & DIII Flooring

TO: QUALIFIED FLOORING & 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 to provide materials and labor to replace flooring in residential rental units located in DI (Onamia), DII (East Lake/ McGregor) & DIII (Lake Lena). Bids will be due Wednesday, August 2, 2023 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday August 3, 2023 at 10:00 AM.

A mandatory Pre-Bid site visits will be held on Wednesday, July 19, 2023 starting at 8:30am. The first site will be 45047 Zhingwaak Ct Unit A and continue on to the other units in the order that they appear. Once the DI units have been visited, we will continue onto DII and conclude the site visits in DIII.

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 Residential Code (IRC), and Mille Lacs Band of Ojibwe 2016 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. 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.
 3. Contractor will secure all permits and fees.
 4. Contractor is responsible for a thorough investigation of the scope of work.
 5. Contractor will repair any damage to the property or structure created by the scope of work.
 6. **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.**
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Work Scope Description: Unless otherwise noted all work shall be completed according to the 2016 MLB Spec Book.

Complete the following work at each address listed.

DI Rentals:

1. 17335 Virgo Rd - Demo and replace flooring and underlayment in kitchen, dining, living room, bathroom and front rear bedrooms with Congoleum AirStep Plus sheet vinyl. To include demo and replace of all underlayment. Vinyl selection to be 58020 Oasis Beige. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Patch damaged squares in the hallway, front middle bedroom and rear bedroom. (Damaged means: tears, gouges or holes through the vinyl).
2. 17434 Noopiming Lane - Demo all existing flooring. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Clean off and paint mechanical room floor with epoxy.
3. 45047 Zhingwaaak Ct Unit C - Demo and replace underlayment on 2nd floor as needed. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Supply and install vinyl stair treads and risers, Johnsonite color: 09 clay. Clean off and paint mechanical room floor with epoxy.
4. 45047 Zhingwaaak Ct Unit B - Demo all existing flooring and underlayment. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Supply and install vinyl stair treads and risers, Johnsonite color: 09 clay. Clean off and paint mechanical room floor with epoxy.
5. 45047 Zhingwaaak Ct Unit A - Demo all existing flooring. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Clean off and paint mechanical room floor with epoxy.
6. 44097 Zhingwaaak Ct Unit C - Demo and replace underlayment on 2nd floor as needed. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Supply and install vinyl stair treads and risers, Johnsonite color: 09 clay. Clean off and paint mechanical room floor with epoxy.
7. 40183 Beach Rd Unit B - Demo all existing flooring and underlayment. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacture's specifications. Color is 2027 Grand Canyon. Supply and install vinyl stair treads and riser, Johnsonite color: 09 clay. Clean off and paint mechanical room floor with epoxy.

DII Rentals:

8. 20282 Driftwood St., McGregor - Demo all flooring and underlayment throughout. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout. Install per manufacture's specifications. Color is 2027 Grand Canyon. Demo and replace any damaged subfloors, as needed.
9. 19367 364th Lane, McGregor - Demo all existing flooring. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per

manufacturer's specifications. Color is 2027 Grand Canyon. Clean off and paint mechanical room floor with epoxy.

10. 19241 364th Lane – Demo and replace flooring throughout with Congoleum AirStep Plus sheet vinyl (except mechanical room). To include demo and replace of all underlayment. Vinyl selection to be 58020 Oasis Beige. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Clean off and paint mechanical room floor with epoxy.
11. 20465 465th Lane - Demo and replace flooring throughout with Congoleum AirStep Plus sheet vinyl (except mechanical room). Vinyl selection to be 58021 Sunstone. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Clean off and paint mechanical room floor with epoxy.

DIII Rentals:

12. Badger Rd Unit A – Demo all existing flooring. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacturer's specifications. Color is 2027 Grand Canyon. Clean off and paint mechanical room floor with epoxy.
13. Badger Rd Unit B – Demo all existing flooring and underlayment. Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacturer's specifications. Color is 2027 Grand Canyon. Supply and install vinyl stair treads and risers, Johnsonite color: 09 clay. Clean off and paint mechanical room floor with epoxy.
14. Badger Rd Unit D - Grind and prep subfloors as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 8 luxury vinyl plank flooring throughout except the mechanical room. Install per manufacturer's specifications. Color is 2027 Grand Canyon. Clean off and paint mechanical room floor with epoxy.
15. Notes re: conditions:
 - a. Housing Maintenance shall maintain utilities throughout.
 - b. Housing Maintenance shall have all baseboards removed prior to the start of flooring.
 - c. Contractor shall cut seams in sheet vinyl on fake grout lines with lines matching in alignment on both sides.
16. Contractor shall include 0.5% TERO tax fee in base bid. Receipt of TERO fee payment must be submitted to the Project Coordinator before the final pay application will be processed.
17. Bids must be honored for 90 calendar days.
18. Contractor must be substantially complete all work no later than 180 days after date of final contract approval.

Bid Alternate #1: Provide unit costs per sheet of subfloor removed and replaced. Sheets of subfloor to be included in each home's base bid are listed above. Unit costs submitted shall be used to calculate credit for unused materials.

Bid Alternate #2: Provide added cost to demo and replace all flooring and underlayment at 17335 Virgo Rd instead of patching in hallway and 2 bedrooms.

Bid Alternate #3 (General contractors only): Provide discounted total cost of completing all flooring, if you are also awarded all painting.

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 Carla Dunkley at 320-630-2495 or by email at carla.dunkley@millelacsband.com to be included on the bidder's list in the event that any addendums are issued for this project.

Mobilization and Project Schedule:

1. The Contractor shall be capable of mobilizing his equipment, crews, and subcontractors within 60 days of a fully executed contract.
2. Project will be substantially complete within 90 days from start of work.
3. General contractor expected to immediately, upon receipt of fully executed contract, source all required materials and products required for the project. Contractor must immediately notify project coordinator of items with long lead times that may impact project schedule.
4. Contractor shall provide means and methods for all building phases of construction.
5. Liquidated damages for exceeding specified timeframes will be in all contracts.

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 are encourage to provide the following along with their bid submittal:
 - a. Completed and signed MLB Community Development Construction Bid Form (Required)
 - b. Completed schedule of values (billing worksheet page 2). Should include names of the sub-contractors supplying labor for each item and each materials supplier for each item. (Required)
 - c. A copy of Current MLB Vendor's License (or a copy of the submitted application)
 - d. Bonding Surety - Bonding is required for this project, as such a letter from your bonding company must be included with your bid stating that if you are awarded the contract for this project that they will issue the required bond. **Any bid submitted without this letter will be disqualified.**
 - e. A copy of Current Insurance Certificate
 - f. A copy of Subcontractor/Material Supplier list
 - g. A copy of valid State of Minnesota Contractor's License
 - h. 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.
5. Bidders must thoroughly review the building plans, plan changes, selection sheets, MLB 2016 Spec Book, project rfp and any pre-bid addendums issued to ensure that they have accounted for and included the cost of all specified materials, products, equipment and labor in their bid.

All proposals must be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid: DI, II & III Flooring
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:

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 Mille Lacs Band Title 7 as updated in Band Ordinance 07-22. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed.

Band Ordinance 07-22 states the following:

For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$100,000.00.

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: DI, DII & DIII Flooring

TOTAL LUMP SUM PRICE FOR DISTRICTS I, II & III: (Must list individual house costs on pg 2)

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

ALTERNATE #1: *(Unit Costs: Subfloor)*

_____ \$ _____
(Written Value Cost per Sheet Replaced) (Dollar Amount)

ALTERNATE #2: *(Add to replace all vinyl in 17335 Virgo Rd)*

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

ALTERNATE #3: *DISCOUNTED TOTAL LUMP SUM FOR DISTRICTS I, II & III FLOORING IF ALSO AWARDED ALL PAINTING*

_____ \$ _____
(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 (REQUIRED & MUST BE SIGNED)
- LETTER FROM BONDING SURETY (REQUIRED)
- MLBO VENDOR LICENSE

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____

BIDDER MUST PROVIDE INDIVIDUAL COST PER HOME FOR BID TO BE ACCEPTED

LUMP SUM PRICE DI: 45047 Zhingwaak Ct A

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 45047 Zhingwaak Ct B

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 45047 Zhingwaak Ct C

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 44997 Zhingwaak Ct C

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 17434 Noopiming Lane

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 17335 Virgo Rd

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: 40183 Beach Rd C

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DII: 20282 Driftwood Lane

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DII: 19367 364th Ln

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DII: 19241 364th Ln

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DII: 20465 465th Lane

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DIII: Badger Rd Quad A

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: Badger Rd Quad B

(Written Value) \$ (Dollar Amount)

LUMP SUM PRICE DI: Badger Rd Quad D

(Written Value) \$ (Dollar Amount)