



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

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

**DATE ISSUED:** June 29, 2022

**BID DATE:** July 20, 2022

**PROJECT:** 11309 360<sup>th</sup> Street, Onamia Garage

**TO:** QUALIFIED GENERAL CONTRACTORS

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

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The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids construction of a residential detached garage at 11309 360<sup>th</sup> Street, Onamia. Bids will be due Wednesday, July 20, 2022 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday July 21, 2022 at 10:00 AM.

**A pre-bid site visit is mandatory. The scheduled site visit will be Wednesday July 6, 2022 at 2:00pm. If interested and unable to attend please contact Carla Dunkley before the 6<sup>th</sup> to make other arrangements.**

### **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.
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. 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.

**Work Scope Description:** Unless otherwise noted all work shall be completed according to the 2016 MLB Spec Book.

**Detached garage:**

1. Sawcut and remove the existing asphalt driveway extension approx. 28'x28' south of the driveway approach to the house. Haul out and dispose of asphalt materials offsite.
2. Prep site area for floating slab construction. Remove top soil and vegetation and install 6" sand cushion. Clean washed sand shall be properly tamped and compacted to a density of 98%. Form and pour 4" Thickened edge slab with vapor barrier per drawing detail. Include ½ course 6" perimeter block around perimeter of slab to ensure 6" separation between bottom plate and finished grade. Floor height will be 4" higher than existing asphalt elevation.
3. Construct 24'x24' detached garage structure per plan.
4. Include electrical as shown on plan, and power to existing home panel. Include (2) 20 amp circuits for the garage and disconnect.
5. Provide and install 16'x 7' overhead garage door per spec. book. Door color shall be White. Metal wrapped side jambs.
6. Install weather barrier and vinyl siding per spec. book. Siding to be Cypress.
7. Roofing, soffit and fascia to match existing home colors. (Charcoal and Snowmist)
8. Supply and install spec entry door and frame per Spec Book, include install of aluminum clad wrap and brick mould around perimeter. Provide and install new lock set. Doors shall have satin chrome knobs not levers.
9. Supply and install three new Patriot Lighting dualux LED dual head motion sensor exterior fixtures model: E9201WH.
10. Supply and install gutters, downspouts, leaf guards and splash pads. Gutters to discharge at rear of garage.
11. Include 4' garage apron sloped to meet existing asphalt drive.
12. Upon concrete completion, all flatwork areas to be sealed.
13. Provide final grade, black dirt and seed around the perimeter of the garage to ensure proper runoff.
14. Contractor is responsible for regrading and seeding any areas of the yard that they damage.
15. Construction shall be permitted through the MLBO and Mille Lacs County.
16. Contractor shall include 0.5% TERO tax fee in base bid. Submission of receipt for paid TERO fee is required with application for final payment.

*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](mailto: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 30 days of a fully executed contract.
2. Project will be substantially complete within 180 days of fully executed contract. Weather dependent exterior items may be allowed to exceed this timeframe with prior approval of project coordinator.
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 should provide the following along with their bid submittal:
  - a. Completed and signed MLB Community Development Construction Bid Form (**Must be included and signed to qualify.**)
  - b. Completed schedule of values (billing worksheet page 2) for each house.
  - c. A copy of Current MLB Vendor's License (or a copy of the submitted application)
  - d. A copy of Current Insurance Certificate
  - 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: 11309 360<sup>th</sup> Street Garage  
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](mailto: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 2022 CONSTRUCTION BID FORM**  
**REQUIRED FOR ALL BIDS**

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

**JOB/PROJECT: 11309 360<sup>th</sup> Street, Onamia Garage**

**LUMP SUM PRICE :**

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

**BID ALTERNATE #1:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(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 (MUST BE SIGNED)
- MLBO VENDOR LICENSE
- COPY OF CURRENT INSURANCES
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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