



## **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:** 1720 S. 6<sup>th</sup> St., Brainerd, 46401

**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 for a residential renovation at 1720 S. 6<sup>th</sup> St., Brainerd, MN. Bids will be due Wednesday July 20<sup>th</sup> 2022 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday July 21<sup>st</sup>, 2022 at 10:00 AM.

**A mandatory Pre-Bid site visit will be held Friday July 8<sup>th</sup>, 2022 at 10:00am  
at the site project address listed above.**

### **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:

### Exterior:

1. Repair concrete front entry landing and steps. Demo brick planter bed. Remove loose or damaged concrete from existing steps, remove carpet and glue from top. Form and pour steps, using dowels, and bonding agent. After form removal, apply a concrete resurfacer to the entire stair and landing with light broom finish. Install new wrought iron guardrail and handrail.
2. Re-grade area where planter is removed to ensure positive drainage. Install waterproof ground cover and restore / extend landscape planting bed in this area.
3. Demo and replace exterior windows. Seal penetrations and insulate rough openings. Install new interior casing and repair exterior and interior finishes affected by this work.
4. Check and repair chimney roof penetration, tuck-point masonry, clean and apply masonry sealer to the chimney structure, repair flashings to ensure no leaks. Ensure chimney flue top storm collars and rain caps are intact and sealed.
5. Re-build leaking water spigot located under the solar heat collectors.

### Interior:

1. Repair damaged drywall ceiling around the fireplace chimney on the main level. Scrape loose texture, tape, sand and patch and prime area. See Bid Alt #5.
2. Saw cut and demo concrete basement floor perimeter, excavate perimeter, install interior draitile, rock bed, and drill weep holes at block bottom course. Install MTI Floor Edging drainage board, Hydro Channel Plus, Drain-Eze or approved equal to ensure accumulated water has direct path to draitile system. Install sump basket, pump, and receptacle. Replace concrete where disturbed.
3. Replace all smoke and C.O. detectors to be code compliant. Add additional detection where required by code.
4. Remove section of upper cabinets and range hood from above peninsula counter. Patch and restore underside of soffit.
5. Provide and install new vented island range hood. Modify soffit framing as needed for duct connection and mounting bracket installation. Include \$500 material allowance for supply of island range hood. Provide homeowner with available selection options

**Bid Alternate #1:** Replace gas fireplace inserts and ensure function (2).

**Bid Alternate #2:** Demo and Replace gutters and downspouts: replace with aluminum seamless gutters ensuring correct sloping and install leaf guards. Install downspouts and hinged extensions. Ensure extensions are draining away from the house.

**Bid Alternate #3:** Demo and replace rear patio door. (Thermo Tech sliding door)

**Bid Alternate #4:** Demo and replace lower level exterior door. Provide new hardware keyed to match new main entry door.

**Bid Alternate #5:** Scrape remaining ceiling texture in living room, dining room, and kitchen area. Skim coat drywall, sand smooth and apply stain blocking primer coat.

**Bid Alternate #6:** Install lower level bath fixtures and complete plumbing connections.

**Bid Alternate #7:** Remove basement-level glass block window on Northeast wall and excavate exterior window well. Prepare wall to enlarge window opening for installation of egress window. Provided and install egress window, window buck material and install egress window well with ladder. Seal and restore surrounding finishes affected by this window installation.

*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 either Ryan Jendro at 320.630.5011 or by email 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 provide means and methods for all building phases of construction.

**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 (will be disqualified without)
  - 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 valid State of Minnesota Contractor's License
  - f. 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: 1720 S. 6<sup>th</sup> St.  
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 and City of Brainerd.

**Bonding Requirements: In accordance with 2016 MLB Project Specification Book. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed. All projects over \$50,000 require bonding regardless of company ownership.**

MLBSA Section 17 Procurement Statue Ordinance 03-06 states the following:

Section 17. Bonding

- A. For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$100,000.00. The performance bond shall be at a minimum twenty (20%) percent of the contract price, but not in excess of \$500,000.00.

**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:** 1720 S. 6<sup>th</sup> St., Brainerd

**LUMP SUM PRICE:**

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

**ALTERNATE #1: Repair Gas Fireplace Inserts**

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

**ALTERNATE #2: Demo and Replace Gutters**

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

**ALTERNATE #3: Demo and Replace Patio Door**

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

**ALTERNATE #4: Demo and Replace Lower Level Exterior Door**

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

**ALTERNATE #5: Ceiling Texture Removal / Skimcoat**

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

**ALTERNATE #6: Install Lower Level Bath Fixtures**

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

**ALTERNATE #7: Basement Egress Window**

\_\_\_\_\_ \$ \_\_\_\_\_  
(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
- LETTER FROM BONDING SURETY
- COPY OF MINNESOTA CONTRACTOR'S LICENSE
- SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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