



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

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

**DATE ISSUED:** October 7, 2025

**BID DATE:** October 29, 2025

**PROJECT:** 44803 Wiigob Court Onamia, MN

**TO:** FLOORING CONTRACTOR

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**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 **FLOORING** at 44803 Wiigob Court in Onamia. Bids will be due **Wednesday October 29<sup>th</sup>, 2025 at 3:00 PM.** Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday October 30<sup>th</sup>, 2025 **at 10:00 AM.**

**A pre-bid site visit will be held on: \*October 14, 2025 at 11:00am.\***

### **FLOORING VENDOR:**

\*If you cannot make this Site Visit; we will make other date and time arrangements to accommodate the flooring vendor schedule and related measurement visit. Days or early evenings are possible alternate times to measure. Latest date to measure is Monday, October 20<sup>th</sup>, 2025.

### **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 2025 MLB Project Specification Book that supersedes previous additions.
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. 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:

1. Remove, dispose and replace all “wood laminate” flooring at the front entry, kitchen, dining room, family room, hallway to three bedrooms and closet floor in hallway across from bathroom. This flooring is water damaged. The bedrooms will not receive new flooring. All of the rooms and hallway currently with “wood laminate” flooring will receive new. The family room carpet will be removed and replaced as the pad and carpet have been compromised by the wet floor. Provide and install all flooring materials to complete entire flooring project. The “Lifeproof Sundance Canyon Hickory 22 MIL x 7.1 inch W x 48 inch click lock water proof flooring LVP” is available from The Home Depot. Similar flooring may be used with Homeowner Selection and Project Coordinator approval. Please, submit any substitutions at your earliest convenience as to provide other bidders with the approved substitutions.
2. Provide all new flooring transitions, reducers and or transition moldings and base at areas and rooms receiving new flooring. This base to match adjacent rooms.

*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 Jim Carpenter, Project Coordinator, at 320-364-9865 (cell) or at [james.carpenter@millelacsband.com](mailto:james.carpenter@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.**

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 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 valid State of Minnesota Contractor's License (if applicable)
  - 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 (TERO DIRECTOR) 320-532-4778 or EMAIL Lori Trail at [Lori.Trail@millelacsband.com](mailto:Lori.Trail@millelacsband.com).

**All proposals MUST be mailed and labeled as follows:**

**Mille Lacs Band of Ojibwe**

**Commissioner of Community Development**

**Sealed bid: (44803 Wiigob Court FLOORING Onamia)**

**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.**

**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. If you are not currently licensed with the MLBO, please submit a copy of your license application along with your proposal. Contact Jackie Smith at the Business Regulations Office (320) 384-4773 or via email at [jsmith2@grcasinos.com](mailto:jsmith2@grcasinos.com) with questions regarding licensing and for the license application.

**Permit and Contractor Requirements:**

1. **MLBO Permits will not be required for this flooring project.**
2. **No bonding requirement for this flooring project.**

## **SECTION II – BIDDING FORMS**

Bidding Requirements and Contract Forms

**COMMUNITY DEVELOPMENT**  
**PROJECT MANAGEMENT**

### **FY 2025 CONSTRUCTION BID FORM** **REQUIRED FOR ALL BIDS**

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

**JOB/PROJECT:** (44803 Wiigob Court Onamia, MN 56359)

**LUMP SUM PRICE:**

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

**ALTERNATE #1 (IF APPLICABLE):**

*(Indicate specifics of what is to be included in Alternate 1.)*

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

**ALTERNATE #2 (IF APPLICABLE):**

*(Indicate specifics of what is to be included in Alternate 2.)*

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

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

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

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

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

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