



Community Development **REQUEST FOR PROPOSAL**

OWNER: MILLE LACS BAND OF OJIBWE **DATE ISSUED:** May 20, 2026
43408 OODENA DRIVE
ONAMIA, MN 56359 **BID DATE:** June 10, 2026

PROJECT: DII & DIII Housing Warehouse AC Shelters

TO: Qualified 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 for commercial construction of a/c shelters at the DII Housing Warehouse located at 20898 360th Street, McGregor, MN and at the DIII Housing Warehouse, located at 45700 Grace Lake Rd, Sandstone, MN. Bids will be due Wednesday, June 10, 2026 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday, June 11, 2026 at 10:00 AM.

A mandatory pre-bid site visit will be held on Wednesday, May 27, 2026 at 11:00AM at the DIII Housing Warehouse. Due to the close similarity in sites, contractors will not be required to visit the DII Warehouse; but may visit the site should they wish to on their own.

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.

D2 Work Scope:

1. Construct A/C Shelter per provided Busch Architects & Associates DIII Warehouse Condenser Canopies plans & specs.
2. Saw cut and remove 4" deep of asphalt around the a/c condensers in a neat rectangle as needed to drill and pour concrete footings. Proceed with footing and bollard pouring. Contractor shall dispose of debris offsite.
3. After footings and bollards are poured, prep the base of the removed asphalt rectangle and infill with bituminous per specifications. Match the existing elevations of the asphalt abutments and ensure that there is a slight slope away from the building. Include expansion joints around each bollard.
4. Fascia and post wrapping to match warehouse siding color. Metal roofing panels to match the warehouse roofing color.
5. Anticipated project schedule is late Summer to Fall 2026, following completion of the parking lot paving.
6. Contractor shall include 0.5% TERO tax fee in base bid. Contractor shall utilize FEDERAL Davis Bacon wage rates for construction of this project. Wage determination rates for Aitkin County have been provided along with this rfp.

D3 Work Scope:

1. Construct A/C Shelter per provided Busch Architects & Associates DIII Warehouse Condenser Canopies plans & specs.
2. Saw cut and remove asphalt around the a/c condensers and 2 existing bollards in a neat rectangle before drilling and pouring rear concrete footings. Proceed with footing and bollard pouring. Contractor shall dispose of debris offsite.
3. After footings and bollards are poured, prep the base of the removed asphalt rectangle and infill with bituminous per specifications. Match the existing elevations of the asphalt abutments and ensure that there is a slight slope away from the building. Include expansion joints around each bollard.
4. Fascia and post wrapping to match warehouse siding color. Metal roofing panels to match the warehouse roofing color.
5. Anticipated project schedule is mid to late Summer 2026.
6. Contractor shall include 0.5% TERO tax fee in base bid. Contractor shall utilize FEDERAL Davis Bacon wage rates for construction of this project. Wage determination rates for Pine County have been provided along with this rfp.

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.

Bid Alternate #1 (Concrete Infill)

Provide lump sum cost difference if the area of the removed asphalt were in-filled with concrete, including rebar reinforcement per provided specifications.

Bid Alternate #2 (Remove & Infill for 2 Bollards Only in D3)

Provide lump sum cost difference to remove rectangle of asphalt only as needed to pour the back 2 footings/ bollards in D3 instead of removing asphalt around all 4; then infill the area with **a.** concrete; or **b.** asphalt after the new footings/bollards are complete.

- a. If infilling with reinforced concrete per specifications.
- b. If infilling with asphalt per specifications.

Contacts:

Interested bidders shall contact Carla Dunkley – Compliance & Residential Projects Manager at 320-630-2495 or at carla.dunkley@millelacsband.com to receive a link to the complete plan set and specs for this project and to be included on the bidder's list in the event that any addendums are issued.

Mobilization:

1. The Contractor shall be capable of mobilizing his equipment and crews within 30 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 & Pine County).
3. All Contractors are encouraged to include the following along with their bid submittal; but will be disqualified if the items listed as REQUIRED are not included.
 - a. Completed and signed MLB Community Development Construction Bid Form (REQUIRED)
 - b. Schedule of values per site (REQUIRED).
 - 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 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: D2 & D3 Housing Warehouse AC Shelters
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.

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 Jackie Smith at (320)384-4773 or via email at JSmith2@grcasinos.com with questions regarding licensing and for the license application.

Bonding Requirements: In accordance with 2025 MLB Project Specification Book.

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

Section 17. Bonding

- A. In construction contracts that are federally funded or deemed commercial, bonding is required. These types of contracts shall demand a performance bond not less than twenty (20%) percent of the total contract price, but not to exceed \$500,000.00. A performance bond requirement is to ensure that, if a contractor defaults, the Band may request that the surety pay the expense incurred to complete the construction contract.
- B. In addition, all construction contracts identified as federally funded or commercial shall be covered by a payment bond equal to one payment installment or cover subcontractors/suppliers as determined by the Contracting Officer or his agents. The payment bond must contain language stating that if the contractor fails to make a payment to its subcontractors/suppliers, the surety will make the necessary payment.

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT
PROJECT MANAGEMENT

FY 2026 CONSTRUCTION BID FORM REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: D2 & D3 Warehouse AC Shelters

D2 SHELTER LUMP SUM PRICE:

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

D3 SHELTER LUMP SUM PRICE:

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

TOTAL PROJECT LUMP SUM PRICE:

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

BID ALTERNATE #1 (INFILLING W/ CONCRETE)

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

BID ALTERNATE #2 (REMOVING & INFILLING FOR BACK 2 BOLLARDS ONLY IN D3)

a. Infill w/ concrete

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

b. Infill w/ asphalt

_____ \$ _____
(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)
- SCHEDULE OF VALUES (REQUIRED)
- 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: _____