



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

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

**DATE ISSUED: August 2, 2022**

**BID DATE: August 24, 2022**

**PRODUCT: Black Dirt Supply & Delivery**

**TO: Excavators & Dirt Suppliers**

**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 bids for supply and delivery of pulverized black dirt to multiple project sites in Districts I, II and III. Bids will be due Wednesday, August 24, 2022 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday, August 25, 2022 at 10:00 am.

### **Work Scope:**

Contractor to supply and deliver pulverized black dirt to multiple project sites in Districts I (Onamia), IIa (Isle), II (McGregor/ East Lake) and III (Hinckley/ Sandstone/ Lake Lena) as requested by Earthworks staff.

The anticipated material amounts to be delivered for each District are as follows, but may be less:

400 cubic yards of black dirt for District I  
150 cubic yards of black dirt for District IIa  
200 cubic yards of black dirt for District II  
300 cubic yards of black dirt for District III Hinckley  
150 cubic yards of black dirt for District III Lake Lena

Cost of materials and delivery must be valid through September 30, 2023.

Contractor should have a stockpile of 160 cubic yards so that materials can be accessible for delivery in the Spring and help minimize delays caused by wet conditions.

**Timely Delivery Expectations:** Contractor must deliver dirt to the requested site(s) by the date requested for delivery; or schedule an alternate date for delivery with the Earthworks Supervisor. If the contractor fails to complete a requested delivery by the date scheduled with the Earthworks Supervisor and the request was made 48 (forty-eight) hours in advance; the first two (2) occurrences will result in written warnings. Upon the third such failure to provide delivery as previously described, the contractor will be considered in default and their contract will be cancelled immediately with payment due only for any dirt delivered to date.

**Contacts:**

**Interested bidders shall contact Chad Dunkley, Earthworks Supervisor at 320-282-9165 (cell) or Mike Moilanen, Director of Planning and Project Management at 320-630-2623 with any questions. COMMUNITY DEVELOPMENT/PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.**

**Bidding notes:**

1. Contractors must provide a **signed project bid form** with unit pricing per cubic yard delivered, including rates for all available load sizes.
2. Proposals may be selective or to provide service to all three districts.
3. Cost of materials and delivery must be valid through September 30, 2023.
4. Additional items to consider including with your bid:
  - a. A copy of Current MLB Vendor's License (or a copy of the submitted application)
  - b. A current W-9 form
  - c. Current certificate of Insurance
  - d. Copy of authorized signature sheet (if not on file)

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

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development  
Sealed bid: FY2023 Black Dirt  
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. \*\***

**\*\*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.

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**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: FY2023 Black Dirt**

**DI Service:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

**DIIA Service:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

**DIIEI Service:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

**DIIEH Service:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

**DIIEI Service:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

\_\_\_\_\_ \$ \_\_\_\_\_  
(List Load Size) (Cost per cubic yard)

**Additional charges (if applicable):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Describe charge ) (Dollar Amount of Charge)

\_\_\_\_\_ \$ \_\_\_\_\_  
(Describe charge ) (Dollar Amount of Charge)

**Acknowledgement and Understanding of Timely Delivery Expectations as Described in RFP dated August 2, 2022.**

1) \_\_\_\_\_  
(Contractor signature) (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.

**ATTACHMENTS REQUIRED: Failure to provide any of these attachments will result in bid disqualification.**

- o MLB BID FORM (MUST BE SIGNED)

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

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

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

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

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