



Community Development **REQUEST FOR PROPOSAL**

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

DATE ISSUED: August 26, 2019

BID DATE: September 12, 2019

PROJECT: 45439 Hwy 169 Septic Replacement

TO: Qualified Septic 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 the installation of a new on-site septic system; and removal of existing mound at 45439 Hwy 169, Onamia. Bids will be due Wednesday September 11, 2019 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday September 12, 2019 at 8:30 AM.

There will not be a mandatory pre-bid site visit. However, contractors are encouraged to look at the site.

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 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. 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 Description: Please note that bids will only be accepted from licensed septic installers performing 34% or more of the work scope themselves. Bids will not be accepted from general contractors.

2016 MLB Spec Book, MN Chapter 7080 and Approved Septic Design by EZ Excavating Dated 8/2/2019.

Contractor shall provide all equipment, materials and labor to complete the work described or referenced in this rfp.

1. Replace on-site septic system per the approved septic design provided by EZ Excavating dated 8/2/2019. Contractor shall ensure complete and functional system.
2. Note: This is a Type III System with the New Mound to be Constructed on the Existing Mound Location and Expansion Area. Please see the construction notes section of the design for instruction on mound replacement.
3. Note : the Owner has pumped the existing tanks and MLB DNR Inspector Ryan Rupp has determined them to be suitable for connection to the new mound after inspection.
4. Contractor shall supply and install a cap for existing inspection pipe on the septic tank. Contractor shall supply and install an inspection pipe with cover for the pump tank.
5. Contractor shall remove and dispose of all existing contaminated soil, sand, rock and piping from the existing mound. All materials shall be disposed of offsite.
6. Contractor will be responsible for existing disconnecting the pump to prepare the tank to be utilized as a holding tank during the mound replacement process. Contractor shall dispose of the existing pump. Contractor shall include in their base bid \$1,000 to provide pumping during the mound area drying period to enable to tenant's continued occupancy. This allowance shall be utilized if the Mille Lacs Band Public Works Department is unable to provide pumping. If the entire allowance is used, the Owner will consider assuming any additional pumping costs, if the MLB DNR Inspector is in agreement that the designated mound area has not dried since being stripped. The contractor must submit to the owner pumping invoices to be reimbursed through the pumping allowance. Any unused allowance will be credited to the Owner. **Note:** as a contract will not likely be approved until late September, installation of the mound is not anticipated to start until next Spring.
7. Contractor shall supply and install a new Goulds pump and set per the provided design.
8. Contractor shall be responsible for all required permitting and inspections through the MLB DNR. Contractor shall submit to the Owner copies of permits and inspections. Contact Ryan Rupp for information on MLB DNR procedures at (320) 532-7442 or via email at Ryan.Rupp@millelacsband.com
9. Contractor shall provide an As-Built System drawing for submission to MLBO and permitting authority.
10. Contractor will not receive final payment until the MLB DNR has completed a successful final inspection and issued a Certificate of Compliance; and Owner has been supplied with full lien waivers for all subcontractors and suppliers.
11. Contractor is responsible for cutting vegetation and tree removal as required to install the system in accordance to MN Chapter 7080.
12. Contractor shall follow proper MN Chapter 7080 mound prep procedure, keeping traffic off the designated mound area. Contractor shall be responsible for the cost of any: compaction testing; re-design fees; or additional costs associated with system redesign or relocation; if these expenses are incurred due to contractor or subcontractor damaging the mound location.
13. Contractor shall provide and install SJE Rhombus AB Duo alarm for home and be responsible for electrical connection.
14. Contractor will be responsible for all yard repairs caused by system installation, including grading, black dirt cover and seeding.
15. Contractor shall provide and install an event counter along side the pump control box per provided design.
16. Contractor shall install a filter per the provided design.
17. Contractor is responsible for calling Gopher One, as it is believed that there may be utility line(s) located near designated mound location.

18. For bids totaling \$25,000 or more, .5% TERO tax fee shall be included in the base bid and paid to the TERO office prior to receipt of final contract payment.

Specified Product Substitutions: No substitutions will not be allowed on products specified within the design.

Contacts:

Interested bidders shall contact Carla Dunkley, Project Management Compliance Officer at 320-532-7429 or by E-mail at carla.dunkley@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 Craig Hansen at (320) 532-4778.

All proposals MUST be mailed and labeled as follows:

**Mille Lacs Band of Ojibwe
Commissioner of Community Development
Sealed bid: 45439 Hwy 169 Septic Replacement
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.

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. 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 with questions regarding licensing and for the license application.
2. Contractors must be MN licensed septic installers.

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 2016 MLB Project Specification Book.

MLBSA Section 17 Procurement Statute 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 \$50,000.00. 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 2019 CONSTRUCTION BID FORM
REQUIRED FOR ALL BIDS

FIRM NAME: _____

JOB/PROJECT: 45439 Hwy 169 Septic Replacement

LUMP SUM PRICE:

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

ALTERNATE #1: (IF APPLICABLE):

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

ALTERNATE #2 (IF APPLICABLE):

_____ \$ _____
(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.

- o MLB BID FORM (MUST BE SIGNED)
- o MLBO VENDOR LICENSE
- o COPY OF CURRENT INSURANCES
- o LETTER FROM BONDING SURETY (If required)
- o COPY OF MINNESOTA CONTRACTOR'S LICENSE (if applicable)
- o SUB-CONTRACTOR LISTS (Include values)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

FIRM NAME: _____ **TELEPHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____