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**Community Development**

**REQUEST FOR PROPOSAL**

**OWNER:** Mille Lacs of Ojibwe

43408 Oodena Drive

 Onamia, MN 56359

**PROJECT: MLB Facilities Annual Fire Protection**

**DATE: August 17, 2017**

**TO: Qualified Fire Protection Contractors**

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# Description and Scope of Work

The Mille Lacs Band, Community Development Department will be accepting sealed bids for **annual servicing of fire protection system for the Mille Lacs Band of Ojibwe facilities in all three districts (D-I Onamia, D-2A Isle, D-2 East Lake and District-3 Lake Lena)** until **1:30pm on September 6, 2017**. Bids will then be publicly opened and read aloud at **10:00am on September 7, 2017** at the Mille Lacs Government Center.

Mail sealed bids to: Percy Benjamin, Commissioner of Community Development

 RFP Fire Protection

 P.O. Box 509

 Onamia, MN 56359

**\*\*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.**

# Bidding Notes

* Bids include the following facilities:
	+ District 1
		- Tribal Government Center (Onamia)
		- Ceremonial Building
		- Community Center
		- Law Office
	+ District 2A (Isle)
		- Chiminsing Center
	+ District 2 (McGregor)
		- Ceremonial Building
		- Community Center
		- Minisinaakwaag Leadership Academy
	+ District 3 (Lake Lena)
		- Community Center
		- Ceremonial Building.
* Bids must include all rates regarding service calls (after hours, holidays, and weekends).
* Bids should be broken down by District if rates are different.
* Bids must be inclusive of the following:
	+ all service Ansul servicing, fire extinguisher re-charging, alarm systems and sprinkler systems.
* Bids should include a one call number for all service needs to be in compliance for all above listed facilities.
* All pricing shall be valid through September 30, 2018
* Site visits are encouraged and may be scheduled with Rhonda Sam, Facilities Manager (320-630-2447).
* Bids must include all related materials (when possible) and labor.

# C. Licensing

Contractors must have a current Mille Lacs Band Vendor’s license. Contact Julie Habeck at the Business Regulations Office at (320)532-8860 with questions regarding licensing and for the license application

**The Mille Lacs Band of Ojibwe reserves the right to reject any and all bids for any reason.**

MLB BID FORM

COMMUNITY DEVELOPMENT

FACILITIES

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

**JOB/PROJECT: FY2018 Annual Fire Protection**

Annual Rate of Inspection Services for District I, IIa , II & III

Fire Alarm Systems Inspection & Emergency Lighting Inspections **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection &certification of sprinkler systems **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection & certification of Kitchen Hood Fire Suppression **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Inspection & certification of Fire Extinguishers **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Total annual inspection & certification not to exceed **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Rates for Servicing of Fire Protection Systems for District I, IIa , II & III

Service of Fire Alarm Systems & Fire Extinguishers

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Service of Sprinkler Systems

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Service of Kitchen Ansul Fire System

Hourly rate during business hours **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Hourly rate of after hours, holiday & weekend calls **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Annual Rate of Monitoring Services

Off-site monitoring of fire alarm & sprinkler systems per location **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**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.**

* MLB BID FORM (MUST BE SIGNED)
* DETAILED PROPOSAL
* MLBO VENDOR LICENSE
* COPY OF CURRENT INSURANCES
* COPY OF MINNESOTA CONTRACTORS LICENSE (if required)

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TITLE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

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

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