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**Health and Human Services**

**REQUEST FOR PROPOSAL**

**OWNER:** Mille Lacs of Ojibwe

43408 Oodena Drive

 Onamia, MN 56359

**PROJECT: Red Brick Renovation**

**DATE: March 10, 2021**

**TO: Qualified General Contractors**

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Please submit an itemized quotation for providing the following services.

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.**

**Work Scope**:

* Provide temporary barricades and protection as necessary.
* Provide poly wall dust enclosure around perimeter of ceiling areas that need to be patched, as necessary to control dust intrusion into existing living areas.
* Provide labor and material required to remove and dispose of the existing carpet throughout entire living room, hallway and common areas. Prep for new sheet vinyl.
* Provide labor and material required to remove and dispose of water damaged sheet rock at the ceiling in the living room. 
* Provide labor and material required to patch the existing sheetrock ceiling in the living room, includes finish tape and sand. Spray texture to match building standard.
* Provide labor and material required to paint the existing spray texture ceiling through-out entire living room, hallway and common areas. Match building standard.
* Provide labor and material required to furnish and install new Armstrong sheet vinyl through-out entire living room, hallway and common areas.
* Provide labor and material required to furnish and install oak shue around perimeter of the living room, hallway and common areas, after installation of new vinyl flooring.
* Provide labor and material required to remove and dispose of the (4) existing vinyl clad wood windows in the kitchen. Prep existing openings for new windows.
* Provide labor and material required to furnish and install (4) 30" x 36" Integrity vinyl clad wood windows in kitchen. Includes all flashing and spray foam insulation.
* Provide labor and material required to furnish and install new ranch window casing around the perimeter of the (4) new kitchen windows. Match building standard.
* Provide labor and material required to remove and dispose of the existing storm door on the west side of the building.
* Provide labor and material required to remove and dispose of the existing service door on the west side of the building. Prep opening for new door.
* Provide labor and material required to furnish and install a new 3'-0" x 6'-8" six panel insulated entry door on the west side of the building. Includes new commercial grade hardware. Includes all caulking and spray foam insulation.
* Provide labor and material required to furnish and install new Larson "Hampton" aluminum storm door at new entry door on west side of the building.
* Provide labor and material required to furnish and install new ranch door casing around the perimeter of the new west entry door.
* Provide labor and material required to remove and dispose of the existing vinyl window blinds through-out first floor.
* Provide labor and material required to furnish and install new Bali 2" vinyl window blinds as follows:



* Provide labor and material required to furnish and install (1) 72" x 48" x 8" plastic laminate TV cabinet. Includes lockable sliding doors.
* Provide labor and material required to furnish and install (1) 120 volt outlet in TV cabinet.
* Provide labor and material required to remove all debris and leave site broom clean.
* Provide MBO building permit.

The Mille Lacs Band of Ojibwe, Health and Human Services office will be accepting bids for the renovation of the Brick Outpatient Treatment Facility at 42293 Twilight Road, Onamia, MN 56359. Note: Contractor is responsible for removal and disposal of any excess and/ or contaminated materials offsite. Contractor shall be responsible for contacting Toby Eagen–Mille Lacs Band of Ojibwe for permitting and inspection; and submitting all required closeout documents to the Project Coordinator – Curt Kalk Jr. Facilities Director. Contractor shall also be responsible contacting Project Coordinator, Curtis Kalk Jr, to schedule project site visits. The work shall be completed as soon as possible but the contract will be drafted with a completion date of September 30, 2021.

Bids will be due Monday, March 29, 2021 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Tuesday, March 30, 2021 at 8:30 AM.

**General Notes:**

1. It is the Contractors responsibility to identify any and all discrepancies in the scope of work.
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.
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.

**Bidding Notes**:

1. All proposals shall include the following:
2. Sign and completed Mille Lacs Band Bid Form.
3. Copy of current MLB Vendor’s License. (or a copy of submitted application)
4. Copy of current certificate of insurance for General Liability and Property Damage.
5. Copy of an authorized signature sheet if one is not already on file with the Mille Lacs Band.
6. All Contractors (including subcontractors) must comply with Davis Bacon wage requirements.
7. 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.
8. A Mandatory Site visit will take place on March 19, 2021 at 9:00 AM to 11:00 AM. Also the following week March 23, 2021 1:00 PM to 3:00 PM. The contractor will be expected to visit the site at least once to qualify.

All Proposals must be mailed and labeled as follows:

Mille Lacs Band of Ojibwe

Attn: Red Brick Renovation

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.**

**Contacts**:

Questions regarding this project should be addressed **Curtis Kalk Jr., Facilities Director at 320-362-1657 or by E-mail at** **kurt.kalkjr@hhs.millelacsband-nsn.gov**.

**Licensing**:

1. Contractors must be licensed with the Mille Lacs Band of Ojibwe. 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 have a General Contractor License.

**HEALTH AND HUMAN SERVICES RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.**

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms Health and Human Services

Facilities Department

FY 2021 CONSTRUCTION BID FORM

REQUIRED FOR ALL BIDS

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

**JOB/PROJECT: Brick House Out Patient Renovation, 42293 Twilight Road, Onamia, MN 56359 - DOJ Renovation Grant**

**LUMP SUM PRICE:**

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 (Written Value) (Dollar Amount)

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

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

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 (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.

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

* MLB BID FORM (MUST BE SIGNED)
* IHS BID SCHEDULE
* MLBO VENDOR LICENSE
* COPY OF CURRENT INSURANCES/BONDS

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

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

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

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

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