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**Community Development**

**REQUEST FOR PROPOSAL**

**OWNER: MILLE LACS BAND OF OJIBWE DATE ISSUED: January 25, 2018**

 **43408 OODENA DRIVE**

 **ONAMIA, MN 56359 BID DATE: February 14, 2018**

**PROJECT: ACM Removal & Demolition at 507 Old Hwy 61 S., Hinckley**

**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 bids for asbestos abatement and demolition of the single-family home and detached garage at 507 S. Old Hwy 61, Hinckley, MN. Bids will be due Wednesday February 14, 2018 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday February 15, 2018 at 8:30 AM.

**A mandatory pre-bid site visit will be held on Thursday, February 1, 2018 at 11am. This home is located on S. Old Hwy 61 next to Hinckley Collision.**

**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 Residential Code (IRC), 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:**

1. Contractor shall provide removal and disposal of the asbestos containing materials identified in the provided MacNeil Environmental, Inc. report and lab test results: ceiling sheetrock and kitchen linoleum flooring.
2. Abatement must include the collection and disposal of all asbestos containing and contaminated materials and subsequent cleaning of contaminated areas as required by applicable law/ regulations.
3. Contractor/Subcontractor is responsible for knowledge of and compliance with all applicable laws and regulations in regards to asbestos abatement, collection and disposal, as well as, general demolition.
4. Contractor shall perform all asbestos work in compliance with any and all applicable regulations, including MN Asbestos Abatement Act.
5. Contractor/Subcontractor performing asbestos abatement must be licensed in accordance with Minnesota Department of Health (MDH) to perform asbestos-related work (ARW).
6. Contractor is responsible for securing all required permits and notifications as required by law/ regulation for asbestos abatement/ disposal and demolition of structures. All fees for such permits and notifications are the responsibility of the Contractor. Contractor/Subcontractor shall provide copies of all such permits and notifications to MLB DNR/E, MLB Community Development, City of Hinckley, County, State, as required. MLB DNR and Community Development shall require copies of all.
7. City of Hinckley and MLB require permits for demolition.
8. The contractor is responsible for completing and submitting the necessary MPCA forms.
9. Contractor shall provide Owner with copies of all receipts/ log for landfill disposal.
10. Contractor must provide a detailed plan of site safety and security during abatement and demolition operations.
11. Immediately following completion of ACM abatement, collection and disposal, contractor must proceed with demolition of the house and garage, including foundation, concrete slab, sidewalk, miscellaneous yard debris. Contractor is responsible for disposal of all debris; and all associated costs. After disposal of all debris, only the driveway shall remain.
12. Contractor is responsible for capping municipal water and sewer, including coordinating inspection for City of Hinckley.
13. Bids must be honored for 90 calendar days.
14. Contractor is responsible for restoring grade after all construction debris have been removed. Contractor shall include cost of supplying, hauling and placing any fill materials needed. Grade elevation of disturbed areas should match that of the surrounding yard. Contractor is also responsible for supplying, hauling and installing black dirt and lawn seed.
15. Contractor shall be responsible for ensuring all utilities have been properly disconnected prior to the start of demolition. Electric-(ECE), Natural Gas-(MN Energy), Water and Sewer (City of Hinckley). All utilities shall be the Contractor’s responsibility until the home is officially turned over to the Mille Lacs Band of Ojibwe (punch list completion).
16. Construction limits: contractor shall be limited to working within confines of the fence surrounding the lot’s perimeter unless given notice that the property lines are more restrictive.
17. Contractor shall include 0.5% TERO tax fee in base bid.

**Contacts:**

Interested bidders shall contact either Carla Dunkley at 320-532-7429 or by email 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 submit building schedule to Project Coordinator 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 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:
	1. Completed and signed MLB Community Development Construction Bid Form, including a schedule of values from Monthly payment application for each of the homes.
	2. A copy of Current MLB Vendor’s License (or a copy of the submitted application)
	3. Bonding Surety Letter
	4. A copy of Current Insurance Certificate
	5. A copy of Subcontractor/Material Supplier list
	6. A copy of valid State of Minnesota Contractor’s License
	7. 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: 507 Old Hwy 61 S. Hinckley Demolition**

**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. Contractors 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 Jacquelyn Smith at (320) 532-8240 or via email at JSmith@mlcv.com with questions regarding licensing and for the license application.
			2. Contractor/Subcontractor performing asbestos abatement must be licensed in accordance with Minnesota Department of Health (MDH) to perform asbestos-related work (ARW).

**Permit and Contractor Requirements:**

Permits: Contractors are responsible to attain all necessary permits for all work, including City of Hinckley and Mille Lacs Band of Ojibwe (MLBO).

**Bonding Requirements: In accordance with 2016 MLB Project Specification Book.**

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

**Section 17. Bonding**

1. 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.

**COMMUNITY DEVELOPMENT/PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.**

SECTION II – BIDDING FORMS

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT

PROJECT MANAGEMENT

**FY 2016 CONSTRUCTION BID FORM**

**REQUIRED FOR ALL BIDS**

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

**JOB/PROJECT: 507 Old Hwy 61 S., Hinckley Demolition**

**TOTAL LUMP SUM PRICE:**

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 (Written Value) (Dollar Amount)

**ALTERNATE #1:**

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 (Written Value) (Dollar Amount)

**ALTERNATE #2:**

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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.

**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.**

* MLB BID FORM (MUST BE SIGNED)
* MLBO VENDOR LICENSE
* COPY OF CURRENT INSURANCES
* LETTER FROM BONDING SURETY (REQUIRED)
* COPY OF MINNESOTA CONTRACTOR’S LICENSE
* SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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