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**Community Development**

**REQUEST FOR PROPOSAL**

**OWNER: MILLE LACS BAND OF OJIBWE DATE ISSUED: July 11, 2018**

**43408 OODENA DRIVE**

**ONAMIA, MN 56359 BID DATE: August 1, 2018**

**PROJECT: Mille Lacs Band Driveway Paving Project**

**TO: Heavy Equipment / Paving 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 supplying all labor, materials, equipment, and personnel as required to pave 8 driveways in District I (Onamia), 6 in District IIA (Isle), 10 driveways in District III (Hinckley) and 4 driveways in Lake Lena near the Wisconsin Border. The contractor will be responsible for grading, class V, paving (2” thick) and final landscaping which includes topsoil, seed and fertilizer along the edge of the finished driveways.

**Bids are due Thursday August 1st, 2018 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Friday August 2nd, 2018 at 8:30 AM at the Mille Lacs Band Government Center.**

**A mandatory pre-bid meeting will be held on Wednesday July 18th, 2018 at 10:00 AM. At Roads Maintenance Facility located at 43188 Timbertrails Rd, Onamia, MN 56359 (located on Timbertrail Rd 3 miles west of Highway 169). Plans and specifications will be distributed at pre-bid meeting.**

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 Code.
2. Contractor must reconnect all utilities, service panel or service feed.
3. Contractor is responsible for a thorough investigation of the scope of work.
4. Contractor will repair any damage to the property or structures created by the scope of work.
5. Contractor shall be responsible for all debris removal related to all work performed under this work scope.

**COMMUNITY DEVELOPMENT WILL, TO THE GREATEST EXTENT FEASIBLE, GIVE PREFERENCE IN THE AWARD OF CONTRACT TO INDIAN ORGANIZATIONS AND INDIAN-OWNED ECONOMIC ENTERPRISES.**

Contacts:

**Interested bidders shall contact either Brian Scheinost at 320-532-7437 or by email at** [**brian.scheinost@millelacsband.com**](mailto:brian.scheinost@millelacsband.com) **to be included on the bidder’s list in the event that any addendums are issued for this project.**

Work Scope:

1. At various locations, tamp and compact existing surface, top with class five (1” average depth) – properly tamped and compacted.
2. Place and finish new 2 inch thick Bituminous surface MNDOT MIX SPWEB330B.

3. Taper shoulders of driveways into existing grade using contractor supplied topsoil.

4. Seed shoulders using MNDOT 2014 spec book number 25-141 mix at a rate of 100lb/acre

5. Field measure to verify all dimensions and quantities

6. Contractor to provide all clean-up and traffic warning signage.

**Specifications**

**AGGREGATE BASE COURSES**

**PART 1 PRODUCTS**

A. Aggregate Base: Conform to MNDOT Spec. 3138, Class 5 aggregate.

**PART 2 EXECUTION**

CONSTRUCTION REQUIREMENTS

A. Conform to MNDOT Spec. 2211.3:

1. Compact by mechanical means to 100 Percent Standard Proctor Density utilizing the Specified Density Method.
2. Deliver Haul tickets to Owner.

PROTECTION

A. Protect aggregate base until it is covered by surface pavement.

B. Keep aggregate base free of ruts and irregularities until covered by surface paving.

MEASUREMENT AND PAYMENT

Work and costs of this Section shall be billed per actual unit quantities used by tracking tickets and providing to owner.

**FLEXIBLE PAVING (MUNICIPAL PROJECTS)**

**PART 1 PRODUCTS**

A. Mixture Designation: MNDOT SPWEB330B

**PART 2 EXECUTION**

GENERAL

Conform to the requirements of MNDOT Spec 2360.5, except as modified herein.

Joints: Where new construction meets existing bituminous surfacing, the existing surface shall be uniformly milled or saw-cut straight, and bituminous tack coat applied prior to placement of each bituminous course (lift).

RESTRICTIONS

1. Existing bituminous surfaces must be dry prior and during placement of any bituminous pavements.
2. Wearing course shall not be placed when the air temperature in the shade and away from artificial heat is 50 degrees or less, unless otherwise approved by the Owner.

PAVEMENT DENSITY

Driveways shall conform to Section 2360.6C — Ordinary Compaction Method

Vibrating steel drum roller and a pneumatic tired roller employed in conjunction with each other during compaction of all wear courses.

MEASUREMENT AND PAYMENT

A. Measured by the square yard of material placed and accepted for each specified Bid Item as stated in the Bid Form.

**TURF AND GRASSES**

**PART 1 GENERAL**

SECTION INCLUDES

A. Restoration of construction area by installation of topsoil, seed, and soil amendments

PLANT ESTABLISHMENT PERIOD

A. The Establishment Period for plants shall begin immediately after installation, and continue until the date that the Owner performs a final inspection:

1. The establishment period for seed is defined as:
2. Uniform growth (no bare patches)
3. 45 days from seed placement
4. Passes final inspection by the Owner.

FIELD QUALITY CONTROL

A. Provide Owner with seed bag tags used for identification purposes.

**PART 2 PRODUCTS**

TOPSOIL

1. Select Topsoil Borrow: Conform to MNDOT SPEC. 3877.2B.
2. The materials provided or used shall meet the requirements of MNDOT Standard Specifications 3877 Type B, except as modified below:
3. The percent passing the #10 sieve shall be 100%

FERTILIZER

1. Provide plant fertilizer that is commercial grade and uniform in composition and conforms to applicable state and federal regulations.
2. 17-9-7 NPK (Starter Fertilizer).

SEED

MNDOT – 2014 spec book #25-141

**PART 3 EXECUTION**

PREPARATION

1. General: Conform to MNDOT Spec. 2575.3A.
2. Soil Preparation: Conform to MNDOT Spec. 2575.3B.

Topsoil Re-spread shall be to a minimum of 2 inch depth in all areas, and shall be free of debris, sharp objects, sticks, and roots.

C. Topsoil Placement

1. Soil placement and conditioning shall be completed with regard to inclement weather.
2. Seeding activities shall occur within 2 days of preparing seed bed.

D. Fertilizers and Conditioners: Conform to MNDOT Spec. 2575.3C:

1. apply fertilizer at a rate of 350 lbs. per acre.

SOWING SEED

A. Seeding Dates: Conform to MNDOT Spec. 2575.3 for the mixes specified.

B. Seeding Preparation and Application: Conform to MNDOT Spec 2575.3 for the mixes specified except as modified herein:

1. Seed at 100 lb./acre

INSPECTION AND ACCEPTANCE

1. Seeding and turf work will be inspected for acceptance in parts agreeable to the Owner, provided Work offered for inspection is complete, including maintenance for the portion in question.

MEASUREMENT AND PAYMENT

All Work and costs of this Section shall be incidental to the Project and included in TOTAL Bituminous Square yard BASE BID.

**END OF SECTION**

*Specified Product Substitutions: All proposed product substitutions must be approved by the Project Coordinator 5 days prior to bid. Any approved substitutions, will be made available to all bidders.*

Bidding notes:

1. Submit proposal in lump sum (supply and install), not to exceed amount arrived at by sum totaling unit cost multiplied by quantities on the provided bid form.
2. Class five quantities are based on adding 1” of depth to all driveways. Some may need more, some may need less. Contractors will track tickets and will only be payed for actual quantity used.
3. All Contractors (including subcontractors) must comply with Federal Davis Bacon Highway Construction wage requirements. A wage determination for the project will be distributed at the pre-bid meeting.
4. All Contractors must provide the following along with their bid submittal:
   1. Completed and signed MLB Community Development Bid Form
   2. A copy of Current MLB Vendor’s License (or a copy of the submitted application)
   3. Bid bond, as described below under Bonding Requirements.
   4. A copy of Current Insurance Certificate
   5. A copy of Subcontractor/Material Supplier list
   6. A copy of Authorized Signature Sheet (submitted with first bid submittal)
5. 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: Mille Lacs Band Driveway Paving Project**

**P.O. Box 509**

**Onamia, MN 56359**

\*\* Proposals are due **in the P.O. Box** by 3:00 PM August 1, 2018. Do not require signature when mailing bid. Please note that FedEx and UPS typically will not deliver to a P.O. Box. Mail bid accordingly to ensure that it will be received at the Post Office by the specified time/date. A public bid opening will be held at 8:30 AM on August 2, 2018 at the Mille Lacs Band Government Center. Bid results will be sent to all firms that submit a bid.

**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@mlcv.com](mailto:EThornbloom@mlcv.com) with questions regarding licensing and for the license application.

Bonding Requirements:

Bid BONDS:

Each Bid must be accompanied by a BID BOND payable to the OWNER for ten (10%) percent of the total amount of the BID. As soon as the BID prices have been compared, the OWNER will return the BONDS of all except the three lowest responsible BIDDERS. When the contract is executed the bonds of the two remaining unsuccessful BIDDERS will be returned. The BID BOND of the successful BIDDER will be retained until the payment BOND and performance BOND have been executed and approved, after which it will be returned.

Performance and Payment BONDING Requirements:

In construction contracts that are federally funded or deemed commercial, bonding is required. These types of contracts shall demand a performance and payment bond with penal amounts of 100% and 50% respectively of the amount of the contract.

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

FY 2018 CONSTRUCTION BID FORM

REQUIRED FOR ALL BIDS

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

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| --- | --- | --- | --- | --- |
| **Enter Amounts from Each Districts Bid Sheet** | **Quantity** | **Total** |  |  |
| **District with total SY** |  | **SF** | **Unit Price** | **Total** |
| **Class V** | 1,000 Tons |  |  |  |
| **District I** | 8  Driveways | 10,000 SF |  |  |
| **District II** | 6  Driveways | 20,000 SF |  |  |
| **District III Hinckley** | 10 Driveways | 10,000 SF |  |  |
| **District III Lake Lena** | 4  Driveways | 16,000 SF |  |  |

These quantities have an extra 10% added. Contractor will only be paid for actual quantities used and must have Owner's permission prior to using any of the extra 10%. Bid should include the 10% overage quantities. A 1/2% TERO tax will be charged based upon final project cost, this tax should be included in your bid.

**TOTAL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**LUMP SUM TOTAL PRICE:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Written Value) (Dollar Amount)

**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
* SUB-CONTRACTOR LISTS (Include values)

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

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

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

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

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