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**Community Development**

**REQUEST FOR PROPOSAL**

**OWNER: MILLE LACS BAND OF OJIBWE DATE ISSUED: May 14, 2018**

 **43408 OODENA DRIVE**

 **ONAMIA, MN 56359 BID DATE: May 30, 2018**

**PROJECT: 5 Home Demo Package In McGregor & Aitkin**

**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 to provide demolition and disposal of debris of five (5) single-family homes, located at 37922 207th Place; 90 N. Main Street, McGregor; 21842 Goshawk St., McGregor; 20435 465th Lane, McGregor; and 409 3rd St., Aitkin. Additional site work to include: sealing 2 onsite wells; providing final grade; and seeding. Bids will be due Wednesday May 30, 2018 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday May 31, 2018 at 8:30 AM.

**A mandatory pre-bid site visit will be held on May 18, 2018 starting at 10:30am. Pre-bid site visit to start at 37922 207th Place then continue pre-bid site visit to each home, in the order listed above.**

**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 disconnect all utilities. 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:**

**37922 207th Place, McGregor**

1. Contractor shall provide demolition and disposal of debris of the existing home and detached shed located at 37922 207th Place, McGregor.
2. Contractor shall provide Owner with copies of all receipts for disposal.
3. Contractor provide abandonment of the existing septic tank, including pumping an assumed 1,000 gallons and crushing the tank.
4. Contractor shall provide Owner with receipt for pumping along with a completed tank abandonment form.
5. The existing onsite well shall remain in place for future connection to a new home when one is constructed.
6. Contractor is responsible for restoring grade after demolition is complete so that no depression is left.
7. Contractor is responsible for Gopher One call and disconnecting all utilities.

**90 N. Main Street, McGregor**

1. Contractor shall provide demolition and disposal of debris of the existing home located at 90 N. Main Street, McGregor.
2. Contractor shall provide Owner with copies of all receipts for disposal.
3. Contractor shall seal the onsite well per MN Chapter 4725. Contractor shall assume the well at a depth of 150’ and provide a unit cost per ft to be used to calculate the deduct or add for actual cost to seal based on depth.
4. Contractor shall provide owner with well sealing documents.
5. Contractor is responsible for Gopher One call and disconnecting all utilities.
6. Contractor is responsible for capping the municipal sewer service.
7. Construction limits are the property lines on the lot.
8. Contractor is responsible for restoring grade after demolition is complete so that no depression is left, including supply and application of black dirt and seeding.
9. Area to Received Final Grade & Seeding Further Defined: Any disturbed areas on the lot. When final grade is complete, no areas should pond water with runoff directed towards the curb. No water runoff shall be directed towards adjacent homes as a result of the contractor’s final grade. Also, contractor will be required to call Project Coordinator for inspection and approval of their final grade finish.
10. See pre-bid addendum #1 for further final grade & seeding specifications.

**21842 Goshawk St., McGregor**

1. Contractor shall be responsible for sealing the shallow well within the existing home’s basement.Well shall be sealed in accordance with MN Chapter 4725. Contractor shall assume the well at a depth of 49’ and provide a unit cost per ft to be used to calculate the deduct or add for actual cost to seal based on depth.
2. Contractor shall provide owner with well sealing documents.
3. Contractor is responsible for Gopher One call and disconnecting all utilities.
4. Contractor shall provide demolition and disposal of debris of the existing home located at 21842 Goshawk Street, McGregor.
5. Contractor shall provide Owner with copies of all receipts for disposal.
6. Contractor shall disconnect the home from the existing onsite septic system and take care not to damage any part of the system. Contractor will be responsible for repairing any damage to said system for which they or any of their subcontractors caused to the system.
7. The existing onsite septic system shall remain in place for future connection to a new home when one is constructed.
8. Contractor is responsible for restoring grade after demolition is complete so that no depression is left.

**20435 465th Lane, McGregor**

1. Contractor shall provide demolition and disposal of debris of the existing home located at 20435 465th Lane, McGregor.
2. Contractor shall provide Owner with copies of all receipts for disposal.
3. Contractor provide abandonment of the existing septic tank, including pumping an assumed 1,000 gallons and crushing the tank.
4. Contractor shall provide Owner with receipt for pumping along with a completed tank abandonment form.
5. The existing onsite well shall remain in place for future connection to a new home when one is constructed.
6. Contractor is responsible for restoring grade after demolition is complete so that no depression is left.
7. Contractor is responsible for Gopher One call and disconnecting all utilities.

**409 3rd Street, Aitkin**

1. Contractor shall provide demolition and disposal of debris of the existing home located at 409 3rd St., Aitkin, MN.
2. Contractor shall provide Owner with copies of all receipts for disposal.
3. Contractor is responsible for Gopher One call and disconnecting all utilities.
4. Contractor is responsible for capping the municipal sewer service and coordinating inspection with City of Aitkin Street Dept.
5. Contractor is responsible for water shut-off and coordinating with City of Aitkin Public Utilities.
6. Construction limits are the property lines on the lot.
7. Contractor is responsible for restoring grade after demolition is complete so that no depression is left, including supply and application of black dirt and seeding.
8. Area to Received Final Grade & Seeding Further Defined: Any disturbed areas on the lot. When final grade is complete, no areas should pond water with runoff directed towards the curb. No water runoff shall be directed towards adjacent homes as a result of the contractor’s final grade. Also, contractor will be required to call Project Coordinator for inspection and approval of their final grade finish.
9. See pre-bid addendum #1 for further final grade & seeding specifications.

**All work on all 5 homes shall be completed no later than September 30, 2018.**

**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: 5 Home Demo Package in McGregor & Aitkin**

**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@mlcv.com with questions regarding licensing and for the license application.

**Permit and Contractor Requirements:**

Permits: Contractors are responsible to attain all necessary permits for all work, including MLB Building Permit.

**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 2018 CONSTRUCTION BID FORM**

**REQUIRED FOR ALL BIDS**

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

**JOB/PROJECT: 5 Home Demo Package in McGregor & Aitkin**

**TOTAL LUMP SUM PRICE FOR 37922 207th PLACE DEMO:**

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

 (Written Value) (Dollar Amount)

**TOTAL LUMP SUM PRICE FOR 90 N. MAIN ST. DEMO:**

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

 (Written Value) (Dollar Amount)

**TOTAL LUMP SUM PRICE FOR 21842 GOSHAWK ST. DEMO:**

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

 (Written Value) (Dollar Amount)

**TOTAL LUMP SUM PRICE FOR 20435 465TH LANE DEMO:**

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

 (Written Value) (Dollar Amount)

**TOTAL LUMP SUM PRICE FOR 409 3RD ST. DEMO:**

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 (Written Value) (Dollar Amount)

**TOTAL LUMP SUM PRICE FOR ALL 3 DEMO PROJECTS & RELATED WORK:**

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 (Written Value) (Dollar Amount)

**ALTERNATE #1:** *Unit costs to seal wells*

**Cost per ft to seal shallow well $\_\_\_\_\_\_\_\_/ ft Cost per ft to seal well at 90 N. Main St $\_\_\_\_\_\_\_\_/ ft**

**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
* BONDING SURETY LETTER
* COPY OF CURRENT INSURANCES
* COPY OF MINNESOTA CONTRACTOR’S LICENSE

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

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

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

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

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