



Bois Forte Band of Chippewa
5344 Lakeshore Drive
Nett Lake, MN 55772
www.boisforte.com

Request for Proposal (RFP): Bois Forte Reservation New Moon Renovations

ISSUE DATE: December 3, 2024
DUE DATE: December 20, 2024
SUBMIT TO: Bois Forte Band of Chippewa
Attn: Carol Burr
Planning & Community Development Director
5344 Lakeshore Drive
Nett Lake, MN 55772

Email: cburr@boisforte-nsn.gov
cc. disham@boisforte-nsn.gov

Overview of Need:

The Bois Forte Reservation Tribal Council, hereinafter referred to as the “Band,” is seeking proposals from qualified firms to complete a series of renovations to multiple units and common spaces within New Moon, a supportive housing facility owned and operated by the Bois Forte Band of Chippewa and located on the Vermilion sector of the Bois Forte Reservation.

Background:

The Bois Forte Band of Chippewa is a federally recognized tribe situated in northern Minnesota. The Band’s governing body is comprised of a five-member Council. The Band delivers government services to over 3,600 enrolled members who are located on-reservation, across the United States, and abroad. The Band provides government services through a variety of departments, including Bois Forte Health Clinic, Human Services, Police Department, DNR, Tribal Court System, Realty, Housing, Enrollment, Public Works, IT Services, Accounting, Education, and Human Resources. As the owner and operator of the Boys and Girls Club Vermilion, Fortune Bay Resort Casino, the Y-Store, and the Nett Lake C-Store, the Band is one of the largest employers within its region. You can learn more about the Band by visiting our website at: <http://www.boisforte.com/>.

Scope of Services:

The Band is seeking proposals from qualified firms to complete a series of renovations to multiple units and common spaces within New Moon, a supportive housing facility owned and operated by the Bois Forte Band of Chippewa and located on the Vermilion sector of the Bois Forte Reservation.

The following is a summary of the work that needs to be completed.

The following areas need to be painted:

Apartment Building Hallways, Entry and Laundry room	
3 Apartments	624 Sq Ft for each Apartment
Two (2 bedroom)	1092 Sq Ft
Three (3 bedroom)	1248 Sq Ft

Additionally, the following work is needed to address the following issues:

- Three Bedroom Unit (1248 sq. ft.) needs toilet replaced in the main bathroom and a plumbing issue repaired in master bedroom bathroom (won’t flush-needs to be snaked or replaced). The contractor also needs to repair the following items: closet door handles

are missing in entire unit, doorbell cover is missing/exposed wiring, front door handle is loose, fix and paint ceiling.

- Two Bedroom Unit: Sliding door to patio does not work. Repair or replace.

- Apartment : All Screens in this unit need to be repaired or replaced. Replace the stove and dishwasher with new appliances. The freezer handle is loose and needs to be repaired or replaced. The kitchen faucet is leaking at the base and needs to be repaired or replaced. A fluorescent light is missing above the sink and needs to be repaired or replaced. A small hole behind the entry door needs to be repaired, smoke detectors need to be wired in, the tub faucet is detached needs to be repaired, and window needs to be replaced in bedroom (broken).

- Apartment : Outlet cover missing in living room needs to be replaced, holes in wall in living room corner needs to be repaired, bath vanity needs cabinet pulls need to be repaired or replaced, toilet paper holder piece missing needs to be replaced, replace wood under kitchen sink.

Proposals shall also provide a price for removing any appliances, debris, and waste, necessary to complete the above work.

Expected start date of Contract: 23 December 2024
Expected Completion Date: 30 April 2025

In order to assist in developing an accurate cost proposal, interested contractors may contact Carol Burr, Property Manager, 218-404-4465, cburr@boisforte-nsn.gov no later than December 20, 2024, 4:30 pm to schedule a walk-through of the New Moon spaces that need work as described above.

Proposal Requirements:

Interested firms should submit a proposal that includes the following components:

1. General Information/Qualifications. The proposal should address the following general information and qualifications:
 - Contact information including the name, address, phone number, and email addresses of the firm submitting the proposal.
 - Brief statement of qualifications.
 - A list of at least two relevant references.

2. Cost Proposal. The proposal should address the following information about costs: The contractor shall break down costs and shall describe them in as much detail as possible, at least sufficient to allow the Band to assess the reasonableness of the contractor’s pricing. The cost

proposal shall also provide a price for removing any appliances, debris, and waste. The cost proposal should include the cost of all labor and parts necessary to complete the work described above.

Native Preference (if applicable):

Preference will be given to Native and Alaska Native contractors (“Native Contractor”) that submit proposals that are substantially equal to proposals submitted by non-Native contractors. Native Contractor or “Indian-Owned Economic Enterprise” means any Indian-owned commercial, industrial, or business concern established or organized for the purpose of profit, provided that such Indian ownership shall constitute not less than 51 percent of the enterprise, and that ownership shall encompass active operation and control of the enterprise on a continuing basis for the duration of the project. A contractor claiming Native preference may be required to submit evidence demonstrating qualification for that preference.

Selection Criteria:

The evaluation of each proposal will be based on the content and Price of the proposals. The three proposals with the highest number of points awarded will be selected to have their designs voted on by enrolled Bois Forte Band members, provided that the proposal meets other required qualifications per this RFP and the Bois Forte Procurement Policy. Each proposal can receive a maximum of 100 points.

- Construction/Carpentry Experience (25 points);
- Quality of Materials (20 points);
- Price (40 points); and
- Native preference (15 points).

Submission Details:

Proposals may be submitted by mail, facsimile, or email. The Band may deem a proposal that fails to address content that is applicable to the company as nonresponsive and ineligible for consideration.

- Due date: December 20 2024, by 4:30 p.m., Central Time.
- Submit to: Bois Forte Band of Chippewa
Attn: Carol Burr
5344 Lake Shore Drive
Nett Lake, MN 55710

Email:
cburr@boisforte-nsn.gov

wking@boisforte-nsn.gov
Fax: 218-757-3312

Inquiries:

Questions about this RFP may be directed via email to Carol Burr, Planning & Community Development Director, Bois Forte Tribal Government, at cburr@boisforte-nsn.gov. In the subject line for the inquiry, please reference “Bois Forte Reservation New Moon Renovations”.

General Terms, Limitations, Reservation of Rights

The following terms, limitations, and reservation of rights apply to this RFP:

- The Band reserves the right to review any proposal in full or in part and to accept or reject any or all proposals.
- If necessary, contract negotiations related to the timeline may proceed following selection of the successful proposal.
- The Band reserves the right to select the successful firm on the basis of proposals received, without seeking further information for clarification from the firm.
- Any award granted pursuant to this RFP shall be subject to the terms and conditions of a written contract between the Band and the contractor selected.
- The Band reserves the right to:
 - Modify or otherwise alter any or all requirements herein. If the Band modifies a requirement, contractors will be given an equal opportunity to modify their proposals as identified in writing by the Band.
 - Reject any proposals received for whatever reason.
 - Terminate this RFP at any time, without cause or reason.
- The Band shall not be responsible for any expenses incurred by the applicant to prepare or deliver a response to this RFP, or to attend a virtual pre-award conference with the Band.
- The Band’s determination on whether to make this award will be based solely on the Band’s best interests as understood by the Band.
- Prior to any award and upon the Band’s request, the apparent successful contractor must provide the information required of any contractor who does business with the Band, including the contractor’s legal name, address, federal tax identification number, and evidence of insurance policies that meet minimum insurance specifications for the award.
- The contractor must disclose to the Band the use and identity of all subcontractors it uses in carrying out the requirements herein. The Band reserves the right to approve all subcontractors chosen (in its sole discretion). The contractor shall be solely responsible for the satisfactory performance of and compensation to all subcontractors.
- The selected contractor will be required to comply with all applicable requirements set forth in the Bois Forte Band of Chippewa TERO Ordinance, including the required TERO Fee (4% of the total contract amount). A copy of the Band’s TERO Ordinance is attached hereto as Exhibit A. The contractor’s quote should reflect this requirement.
- The selected contractor will be required to comply with the Davis Bacon Act and must

pay their laborers and mechanics no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area, as per applicable Department of Labor wage determinations. The contractor's quote should reflect this requirement.

- The laws and procedures of the Band shall govern all rights and duties under any contract that may result from the RFP.
- In the event of bankruptcy or receivership of any contractor, the applicable contract is null and void, and is terminated without further notice.
- This RFP shall not be construed as a waiver of the Band's sovereign immunity.

Exhibit A

Bois Forte Band of Chippewa TERO Ordinance

(see attached)