



**Bois Forte Band of Chippewa**  
5344 Lakeshore Drive  
Nett Lake, MN 55772  
[www.boisforte.com](http://www.boisforte.com)

**Request for Proposal (RFP): Tribal Administration**

**ISSUE DATE:** September 15, 2025  
**DUE DATE:** September 26, 2025  
**SUBMIT TO:** Bois Forte Band of Chippewa  
Attn: Randy Long  
Information Technology Director  
5344 Lakeshore Drive  
Nett Lake, MN 55772

Email: [rlong@boisforte-nsn.gov](mailto:rlong@boisforte-nsn.gov)

**Project Location**

Bois Forte RTG  
5344 Lakeshore Drive  
Nett Lake MN 55772

**Anticipated Start Date:** Oct 1, 2025  
**Anticipated Completion Date:** Dec 31, 2025

**Overview of Need:**

The Bois Forte Reservation Tribal Council is seeking proposals to install an access control system and install Cat 6A Cabling in specific locations.

**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 Specifications regarding each project are listed below. Bois Forte will reserve the right to review contractors recommended changes for these projects if they differ from what is listed below. This RFP consists of two separate projects. One, replace existing Keri Access system with an updated Mercury Controlled Keri Electronic key access system and second, installation of data drops located within and to multiple locations outside the building. The Electronic Key Access system will be located within the technology room referenced below. All interested parties must reach out to Randy Long [rlong@boisforte-nsn.gov](mailto:rlong@boisforte-nsn.gov) to obtain the drawings for the proposed key access and data drop locations.

1. Removal of existing Key Access System

Install New Keri Electronic Key Access system to replace existing system  
Qty 23 Card Readers : Number of Doors 22

Additional Doors to be included  
3 New Doors will need cabling, Door Strikes and badge readers  
Qty 3 Card Reader : Number of Doors 3  
All head end electronics will be located within the IT Room  
125 Proximity Cards and 125 Fobs must be provided  
All locations for key access will be emailed to interested parties

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2. Data Drops installations for security system

Replace all coaxial cable locations used for existing video surveillance with Cat 6A for future security camera project.

Cat 6A cabling is required at all data drop locations

All locations requiring cabling will be emailed to interested parties

All Cabling must be terminated on both ends and rack mounted within IT Room

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**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:

- o Contact information including the name, address, phone number, and email addresses of the firm submitting the proposal.
- o Brief statement of qualifications.
- o 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.

**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.

**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: September 19<sup>th</sup> 4:30 p.m., Central Time.
  - Submit to: Bois Forte Band of Chippewa  
Attn: Randy Long  
[Information Technology Director](#)  
5344 Lake Shore Drive  
Nett Lake, MN 55772
- Email:  
rlong@boisforte-nsn.gov

**Inquiries:**

Questions about this RFP may be directed via email to Randy Long IT Director, Bois Forte Tribal Government, at [rlong@boisforte-nsn.gov](mailto:rlong@boisforte-nsn.gov). In the subject line for the inquiry, please reference “[Tribal Administration](#)”

Deleted: Vermilion Public Works

**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 laws and procedures of the Band shall govern all rights and duties under any contract that may result from the RFP.
- The selected contractors 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 proposal should reflect this requirement.
- 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.

