

INVITATION TO BID

March 15, 2024

The Little Traverse Bay Bands of Odawa Indians, a federally Recognized Indian Tribe, invites your business to submit a Bid to remove existing deck and install new emergency escape deck and staircase at 911 Spring St Petoskey.

Included with this letter are:

- 1.) Provisions governing this ITB. For submittal questions contact Mandy Szocinski at 231-242-1439 or by email at mszocinski@ltbbodawa-nsn.gov.
- 2.) Pre-proposal site visits can be arranged by contacting Planning Director Amanda Swiss by email SSwiss@ltbbodawa-nsn.gov.
- 3.) For question specific to permit and code requirements only please contact the LTBB Planning Department at 231-242-1581 or by email at planning@ltbbodawa-nsn.gov.

Thank you for your interest.

Sincerely,

Mandy Szocinski Accounting

I. BIDS DUE

- A. All bids must be received by Mandy Szocinski in the Accounting Department by <u>April 12, 2024</u> no later than 3:30pm prevailing local time. Submittals received after deadline will not be considered.
- B. Bids will be accepted in the following four methods:
 - 1. By E-Mail: mszocinski@ltbbodawa-nsn.gov
 - 2. U.S. Mail to: Little Traverse Bay Bands of Odawa Indians

Attn: Mandy Szocinski 7500 Odawa Circle Harbor Springs, MI 49740

C. Any questions regarding the bid process may be directed to Mandy Szocinski, at 231-242-1439.

II. SCOPE

The Little Traverse Bay Bands of Odawa Indians (LTBB) is soliciting proposals to install new emergency escape deck from the back of LTBB Office Building located at 911 Spring Street, in Petoskey, Michigan. This project will fall under the jurisdiction of LTBB's Planning Department and in accordance with LTBB building codes (see Exhibit A included drawings).

- A. Work with LTBB Planning and Facilities Departments to schedule work to be performed.
- B. Erect safety barriers and signage to cordon off work area for safety.
- C. Remove existing deck and dispose of off property.
- D. Permits from LTBB Planning will be required for this project. Inspections will be required, LTBB inspector information will be provided by the LTBB Planning Department.
- E. Replace with new deck and stair case to specification on attached drawings (Exhibit A).
- F. Make any repairs to building where old deck attached to building.
- G. Contractor shall clean and maintain work site routinely to ensure occupant safety and dispose of waste daily.
- H. Responsible for cleaning, removing, and disposal of all debris resulting from this project and removing from site including concrete, asphalt, rubble, and project debris.

III. QUALIFICATIONS OF CONTRACTOR,

- A. Must not appear as listed as parties that are excluded from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Nonprocurement suspension and debarment.
- B. The Parties understand that LTBB has enacted a statute, WOS 2012-008, the Sex Offender Registration and Notification Statute, to fulfill the obligations of sex offender registration and notification. All contractors, including their employees including all subcontractors and their employees that are sex offenders that are mandated to register are required to update their registry with the LTBB Law Enforcement when working on sites under the jurisdiction of LTBB.
- C. Licensed by the State of Michigan.
- D. Must have a minimum of three (3) years of experience.
- E. Submit a list of three (3) references, including names, addresses, phone numbers, and contact persons.

IV. PREFERENCES FOR CONTRACTOR

- A. Native American Preference shall apply.
 - 1. Citizens of the Little Traverse Bay Bands of Odawa Indians,
 - 2. Citizens of Other Federally Recognized Tribes, as certified by the Bureau of Indian Affairs
- B. Special consideration shall also be given to firms proven to be minority owned and/or classified as small business, see item 4 of "Bid Package" submittal for documentation needed.
- C. Experience working with these type projects.

V. INSURANCE REQUIREMENTS

The Contractor must meet and agree to maintain during the term of the Contract, the following insurance coverage as required by law. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan.

- A. The Contractor shall carry Worker's Compensation and Employer's Liability Insurance Coverage.
- B. The Contractor shall be responsible for insuring all its vehicles, equipment, tools and all materials which it may use at the work site during contract period. LTBB shall not be responsible for any loss or damage to the Contractor's vehicles, equipment, tools and materials.

- C. The Contractor shall procure and maintain during the term of the contract Commercial General Liability Insurance on an "occurrence basis" with limits of liability of not less than \$1,000,000 per occurrence combined single limit, for Personal injury, Bodily injury and Property Damage. Coverage shall include the following extensions: 1.) Contractual Liability; 2.) Products and Completed Operations Coverage; 3.) Independent Contractors Coverage; and 4.) Broad Form General Liability Extensions or equivalent.
- D. The Contractor shall maintain Vehicle Liability Coverage and Michigan No-Fault coverage including all owned, non-owned, and hired vehicles, of not less than \$1,000,000 per occurrence combined single limit.
- E. If any of the above coverage expires during the term of the contract, the Contractor's insurer shall deliver renewal certification and/or policies to: Little Traverse Bay Bands of Odawa Indians, Accounting Contracts Personnel, and 7500 Odawa Circle, Harbor Springs, Michigan 49740.

VII. CONTRACT AWARD

A team from LTBB will evaluate the bids and decide to award the contract the most responsible bidder having proven experience in projects as described in the attached plans. Native American Preference shall apply.

The award may be split, at the LTBB's discretion, between two (2) or more contractors to better service specific locations. LTBB may determine that the rejection of all bids is in the best interest of LTBB. LTBB will not pay for any information herein requested, nor is it liable for any costs incurred by the bidder.

BID PACKAGE

Responses must be in the format listed below along with any supplemental documentation which is required to meet criteria of this request. Submissions need to be sufficient to provide an adequate basis for the Little Traverse Bay Bands of Odawa Indians to evaluate the proposal. Incomplete responses will not be considered.

- 1. Introduction
 - a. Letter briefly state the understanding you have of the work to be done stating subject is in response to this invitation
 - b. Company Profile including the name, title, address, telephone number, name of contact person, and date
 - c. Key staff who will perform the tasks for this project
 - d. List of References (minimum of 3)
 - e. List and provide contact information for any subcontractors for the project.
- 2. Work Plan describe in detail the tasks, timeline and deliverables to complete the project as it relates to the Scope. Clearly indicate which tasks will be completed by subcontractors (if applicable).
- 3. The total fixed price cost of the services as noted in Section II of this invitation.
- 4. <u>Documentation Required for Preferences Listed in Section IV</u>—All things being equal, the following types of firms would receive special consideration, in the award of this contract:
 - Indian Owned— Indian owned is defined as, at least 51% Indian owned & controlled by person(s) of certified (federally recognized) Native American heritage; SBA or Tribal certification required.
 - Minority Owned— Minority owned is a firm that is at least 51% owned and controlled by a minority and so documented; SBA 8-a certification required.
 - Small Business— Small business for this purpose is firm doing less than \$2 million annually as verified by gross receipts, SBA certification required.
- 5. A copy of the Certificates of Insurance for the Contract term as noted in Section V of this invitation.
- 6. Copy of Michigan licenses or indicate license numbers

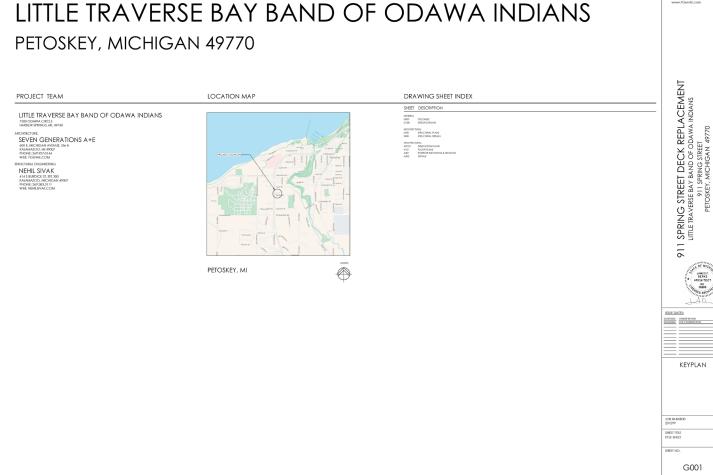
Evaluation Scale (Total Possible Points = 100)

Proposals shall be evaluated on the point scale listed below. Point values to be awarded on a sliding scale based upon proposal information provided and total point values in each category are not guaranteed.

Qualifications and experience of staff dedicated to this project	10
Method and Approach meets LTBB Needs	25
Experience, Past Performance (references)	10
Quality of work (past performances with LTBB)	15
Total cost	25
Native American Owned	10
Non-Native Minority, Women, Disabled, Registered Small Business or Veteran Owned	5
Total Score	100

SEVEN GENERATIONS

911 SPRING STREET DECK REPLACEMENT LITTLE TRAVERSE BAY BAND OF ODAWA INDIANS

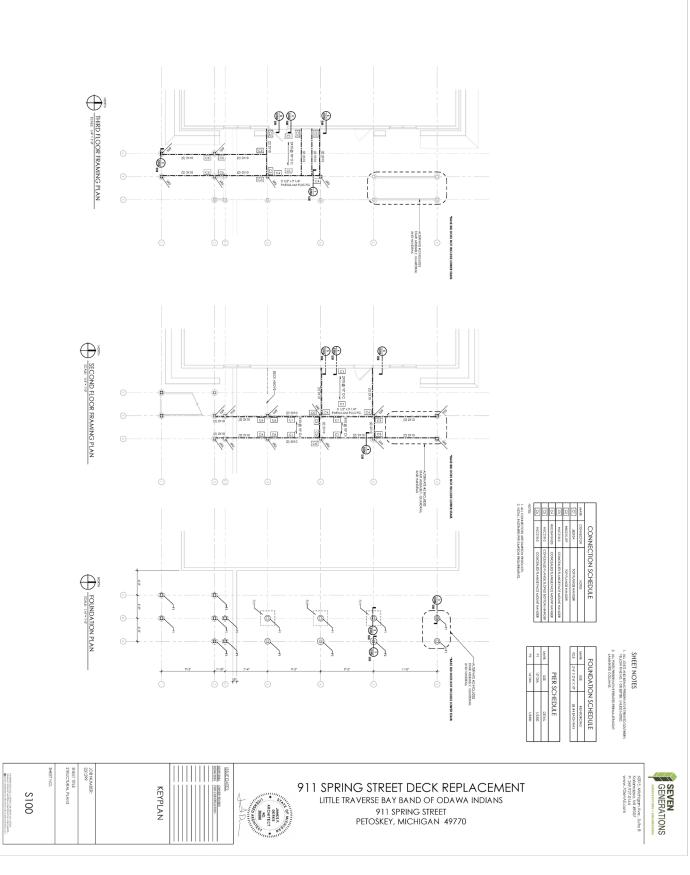


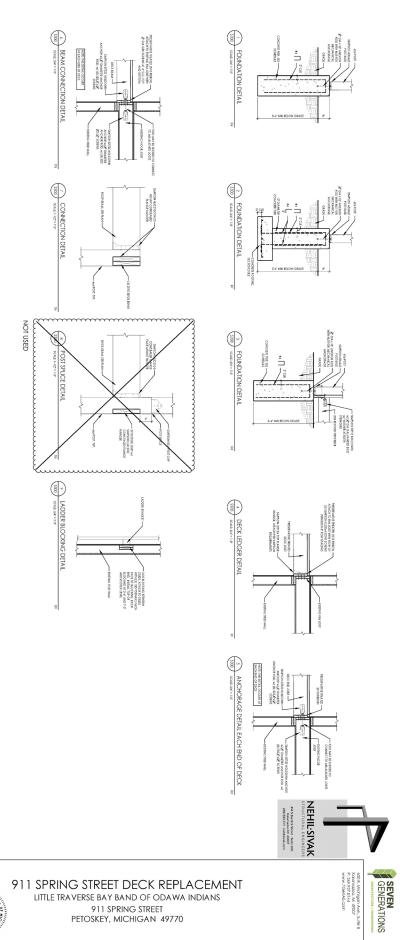
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COMPOSITE DECRING MATERIAL	MOSE BASE BID DOCS NOT INCLUDE SOWER STANK
DIVISION 3 CONCRETE	DIVISION 3 CONCRETE
	CASI-MANACE CONCRIDE FAME 1 - GENERAL
	11 SOTTON BOOKBORNE
DIVISION 5 METALS	A Discribinat Controller for George and submitted required by ACT XIV. 8. Report Hass Controller for George and submitted required by ACT XIV. 8. Report Hass Controller For George and Submitted Controller For Hass Controller For
GRATING, CARSON STEEL, HEPO, 3.149 GRATING STANDARD/RAISED, 89% OPEN AREA	2.1 MAZERALS A. Reinforcho Itar: ASIM A 6/5/4 4/5M, Clode 60, deformed.
ALL OTHER METALS SAME AS BASE RD	8. Portland Cement: ASIM C 150, hyper or 8. C. Ry Ant: ASIM C 518, hyper C or 8.
DIVISION & WOOD. PLASTICS, & COMPOSITES	THE A STRANGE TO THE WASHINGTON THE
SAME AS BASE BID MINUS COMPOSES DECINIC	"Bod for this filt goldgood related in incurrence water presengence of the presence of the pre
DIVISION 7 THERMAL & MOISTURE PROTECTION	G. Chemical Admitures: ASTM C 8III, water reducing and water reducing and referring. Do not use colcum chloride or adminuses containing colcum chloride. Revolution that paragraph believe for integrally colored concents.
SAME AS BASE NO	In Indicate institute (Control Control
	Ratios paragraph above or below if nonyellowing cering and sealing compound is required. Above is solved barner, below is waterborne. Delicte both paragraphs if curing compound diose is required.
	22 MINS A. Comply with ACT 301 requirements for concrete mixture. B. Normal Vision Concrete: Precess design miss concording to ACT 301 or follows:
	12. ISBN 12. CHI Shaylameth karanerindara. La comandara (China China Ch
	C. Measure, batch, mix, and deliver concerns according to ASTA C 94/C 94A and . ASTA C 1116. I, When at temperature is above 90 deg f , reduce mixing and delivery time to 60 minutes.
	FARE 5 - EXECUTION
	3.1 CONCRESSO A. Constant formware according to ACI 301 and maintain tolerances and surface inequilatities within ACI 3ARI limits of Class A. I/B inch for concrete exposed to view and Class C. I/2 inch for other concrete exposed for view and Class C. I/2 inch for other concrete exposed.
	Comply with CRS1/*Manual of Standard Proofice* for fackricating, placing, and supporting reinforcement. Place concrete is a confirmate operation and consolidate using mechanical vibrating equipment.
BID ALTERNATE #2: RODE ALTERNATE #2 IS BASE BID (COMPOSITE DECKING) WITH LOWER STARE INCLUDING	Comment (control) is cut all the extraction of the control of the
DIVISION 3 CONCRETE	Protect concerns from damage. Report surface defects in formed concerns and state.
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	DIVISION 5 METALS
DIVISION 5 METALS	RODE ACCISIS LADDRE RAIS OF DEPONE PLUS LADDRE SYSTEM BY FORAST
SAME AS BASE RD	J. LADDER HOUNIED AND BRACED ACCORDING TO MANUFACTURER SPECIFICATIONS 2. IMPRICED SECRETIF PANEL ACCIDITIONS
	2. HINGED SECURITY PANEL ACCESSORY MICH GUMD PAIL PANEL
	BASIS OF DERIGNA MICHIGAGES WIRE MISTH
SAME AS BASE BD	1. SQUARE, CARDON STEEL, COLD ROLLED, WELGED - TRIMMED, 4"X 4" MESH SQUARE), 32500" X 37500" OPENING SQUARE), 0.250" THICK (2-5) 4 GALIGE) WEE DIAMETER, 906. OPEN AREA
	POST CAPS BASS OF DEPON 6" SQUARE PRISSED STEEL DOME CAP GALVANATED STEEL - SQUARE POST CAPS 666 MANUFACTURED BY SQUARE RITTINGS
DIVISION 7 THERMAL & MOISTURE PROTECTION	
14/4C AS 8/4S 8/D	DIVISION & WOOD, PLASTICS, & COMPOSITES
	ROUGH CAMPARTY PART 1 - GINERAL
	1.1 SECTION REQUIREMENTS
	1. 1. SLOTE ISOTROMEN: A. Exercise CCCC a devolution report for exceptioned the helded record, fixe-stricted headed word products and neith foreign anchors. It have procedure and connection restricting with Chapter 21 of the 2019 Michigan Bulding Code.
	MARI 2 - PRODUCTS
	2.1 WOOD PRODUCTS, GREEN.1 A. Lumber: Provide dressed Jumber, SG, marked with grade stamp of Inspection agency.
	2) model section 2. All CS cases for the refer the post of order of and expended to the worther may be headed according to ARP CC in with burgards bear SEG. 1. It is interfaced, modeling and count of activation, and country of the
	Rib-day lumber after healment to a maximum mobilize content of 19 percent. Mark further with healment quality mark of an inspection agency approved by the ALSC Board of Review.
BASE BID ALTERNATE #3:	Provide preservative hearted materials for terms indicated on Drawings, and the followings: Wood deathing, joints, bearns, rifringers and posts.
BASE BID ACIERNATE #5.	** Additional gas, common congeneracy and common for the comm
NOTE: ALTERNATE 45 IS ALTERNATE 41 (EXPANDED METAL MESS DECKING) WEN LOWER STAR INCLUDED.	Species groups in first subparagraph below are listed in order of decreasing sheight (wherein fiber in bending). 2. Framing: Southern Yellow Prie No. 2: N.G.A., NALMA, W.C.IB, or WWPA.
DIVISION 3 CONCRETE	Retain supprograph televir to better appearance for exposed units. 3. Exposed framing: Provide material hand-selected for uniteratify of appearance and headom from characteristics, on exposed surfaces and edges, that would imposit think appearance, including decay, honescomb, including solid legislations and edges, that would imposit think appearance, including decay, honescomb, including solid legislations and edges, that would imposit think appearance, including decay, honescomb, including solid legislations are supported as a support of the support of
SAME AS BASE BD	a. Spaces: Southern Yellow Pine b. Grader No. 2:
	Deck parts: sof Permo-Diregist by Soci Fruz: Intolertacturus com Petrolin one or more species in first two paragraphs, below depending on availability and suitability for hoject. Miscellaneou jumber: Combustion, or No. Tarable with 15 personn maximum mobilities confert of any species. Provide for notifies, blocking, and similar members.
DIVISION 5 METALS	2.4 MSCELLANEOUS PROCECTS A. Fasteners: She and type indicated. Where rough carpently is exposed to weather, in ground contact, or in area of high relative humidity, provide fasteners with hardigs that coasting complying with
BPANED METAL OBATE	14 MICHIGATOR FORCED AND ADMINISTRATION OF THE ADMINISTRATION OF T
BASS OF DESIGN ANCINCHOLS EXPANDED METAL 1. GRATING, CARSON STEEL HERFO, 3.144 GRATING STANDARD/RASSED; 49% OFEN AREA	Boths: Sheet both complying with ASTM A 307, Grode X, with ASTM A 563 hear not and, where indicated, flat washers. Motor Proming Anchors: Structural copacity, type, and dis indicated.
ALL OTHER METALS SAME AS DAGE NO	Description The Company of the Complying with ASIA A 66. Type 30 for enterior boostors and where indicated. AME 1. EXECUTION
DIVISION & WOOD, PLASTICS, & COMPOSITES	A. Set rough carpently to required levels and lines, with members plumb, true to line, cut. and fifted. Locate nation, blocking, and similar supports to comply with requirements for attaching other construction. 8. Securely affects rough carpently to substrates. Where not specified on the project drawings, comply with the following:
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	COMPOSITEDICING
	BASIS OF DESIGN THEX SELECT THIS (ZOW AT STARF THEADS) SQUARE EDGE COMPOSITE DECX BOARDS, COLORY PERRILE GIVAY
	GUAD BALL TOP RAIL BAUS OF DEDOL THE MANICOND CHOWN TOP RAIL, COLDE: GRAVE, PATH
	THE RESIDENCE OF THE PROPERTY
	DIVISION 7 THERMAL & MOISTURE PROTECTION
	NONG
	BUILDING SIDING REFLACEMENTS UNDER SEPARATE CONTRACT - COORDINATE DECK AND LADDER ATTACHMENT AREAS WITH SIDING CONTRACTOR PRODUCT DATA PROVIDED CRETANTED SIDING ENCOREM DOUBLE 4 1/22 DUTCH AV NITS SIDING - WOODGRANT FINISH HERBINGSONE

00 E. Michigan Ave., Sulti alamazoo, MI 49007 : 269.927.0144

911 SPRING STREET DECK REPLACEMENT LITLE TRAVERSE BAY BAND OF ODAWA INDIANS 911 SPRING STREET PETOSKEY, MICHIGAN 49770

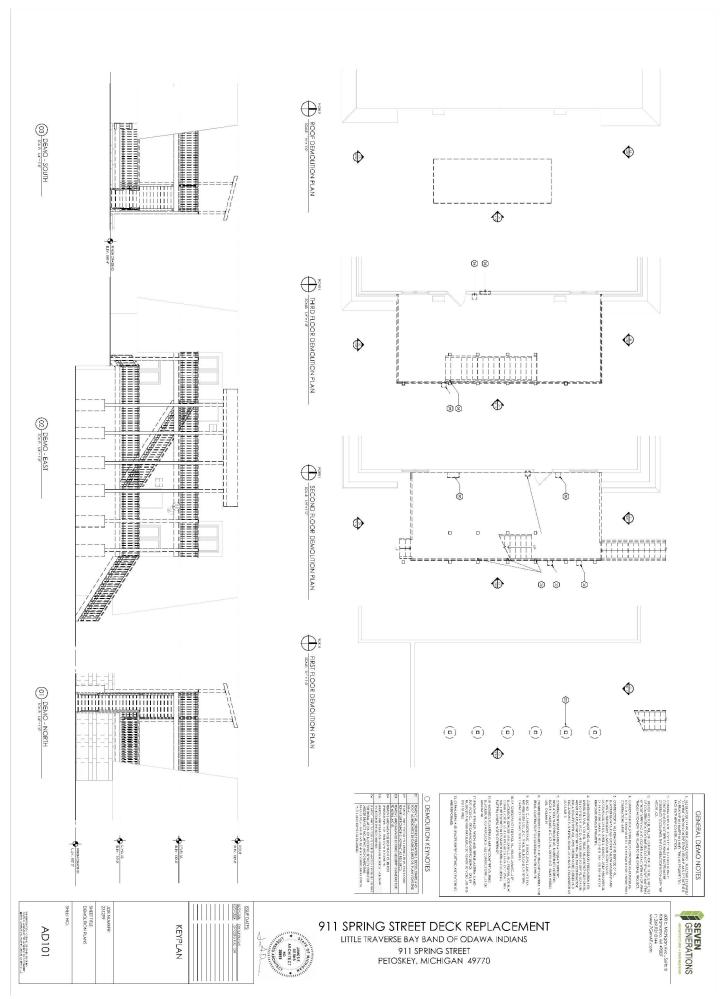
THE REPOSITION CONTRIBUTE OF CHERCUS OF THIS DEVENOUS REPORT WIRESE ACTIVIDATION & PROBREED CENER ODDERVIOUS ANOMEDIANS & ON BESTEWN, III





KEYPLAN S300





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