

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. Box 39 Odanah, Wisconsin 54861

REQUEST FOR PROPOSALS

FOR

Professional Services – Project Coordinator Noojimod Expansion

The Bad River Band of Lake Superior Tribe of Chippewa Indians is seeking proposals through solicitation for on-site project management services from a qualified individual. This individual will oversee and coordinate a project expanding a single residential building into a multi-family residential unit which includes construction, renovation, addition/expansion of buildings and overall site in accordance with State code.

- Will include acting as the authorized representative in technical monitoring of the project to include the following:
 - Review, interpretation and guidance of work in plans, drawing, specifications;
 - Material specs, certs, quality, quantity, substitutions;
 - Pre and post bid package proposal work;
 - Review, approval and monitoring of the construction progress schedule and certified payroll reports (if applicable);
 - Schedule, and coordination of contractors/subs for project work;
 - Project/Contract change orders/modifications;
 - Job-Site safety and all site stop/start work orders;
 - Permit and inspection compliance and coordination;
 - Review, authorization, submittal and monitoring of Contractor Certificates of Payment;
 - Identification of substantial completion and monitoring of project punch list to project completion.
 - Participate in any scheduled meetings and provide written and verbal reports, as necessary.

Qualifications Requirements: High school diploma or equivalent.

Experience Requirements: 7 years in residential building construction, and 3 years in construction project management preferred.

Location of work: 65128 Old Odanah Road, Ashland County, Wisconsin

Project Duration: Up to three (3) years.

Proposals are required to contain the following information:

- 1) Resume with name, address, telephone number and email address
- 2) Employment history for the last ten (10) years.
- 3) Copy of licenses (driver's license, CDL, Tribal ID, WI State Builder's License).
- 4) Copy of educational documentation (transcripts, certificates/certifications for CEUs).
- 5) List of three (3) projects that have been performed as Project Superintendent which include the following details:
 - a. Description of the scope of the project (type, square footage, job/project cost/value);
 - b. Job completion time from start to finish,
 - c. Number of crew under your supervision.
 - d. Number and types of contractors and subcontractors.

- 6) Completed Release of Information Form (Background Check Authorization).
- 7) Cost and Payment Information. Identification of an hourly billable rate, including detail of all additional fees outside the hourly rate (what and how much). Number of hours that the Project Superintendent will be available, accessible and dedicated to the project, per week (minimum and maximum). Reimbursement schedule (weekly, bi-weekly, monthly).
- 8) Insurance Certificate – identifying type of insurance (general liability, professional liability, auto, workman’s comp), the level of coverage, effective dates.

The Bad River Band of Lake Superior Tribe of Chippewa Indians is a federally recognized Indian Tribe organized under Section 16 of the Indian Reorganization Act of 1934, U.S.C. Section 476. This entitles the Tribe to government pricing and exempts the Tribe from state sales and use taxes and from federal excise taxes. Therefore, price quotations should not include such taxes.

This Request for Proposals is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Tribal Employment Rights Ordinance (TERO) or the Indian Preference Act of 1934 (Title 25, USC, Section 47), based on funding source requirements. Questions regarding TERO, and if the TERO fee applies to the RFP, may be directed to the Bad River Band’s Human Resource office at 715-682-7111.

Firms or persons applying for Indian preference must provide evidence in its proposal of 51% or more Indian ownership. In addition, the firm or person must provide evidence of structure, management and financing affecting the Indian character of the firm. Documentation of and compliance with Indian Preference must accompany the proposal.

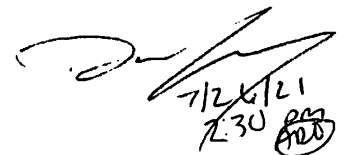
Proposals must be labeled ‘NOOJIMOD PROJECT COORDINATOR’ and submitted no later than Tuesday, August 17th, 2021 at 10:30 am to:

Bad River Tribe
Chief Blackbird Center
Attn: Executive Secretary, Barbara Smart
PO Box 39/72682 Maple St
Odanah, WI 54861

Questions regarding this project can be directed to Doug Jennings, Tribal Planner at 715-682-7111, ext. 1593; planner@badriver-nsn.gov.

Proposals will be evaluated and scored by Wednesday August 18th, 2021 and submitters will be notified of results/decision no later than Thursday, August 19th, 2021.

Bad River Tribe reserves the right to accept the proposal that presents the best value to the Tribe. Any or all proposals may be rejected when in the best interest of the Bad River Tribe.



Handwritten signature and date stamp: 7/26/21 7:30 AM [initials]