

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. Box 39 • Odanah, Wisconsin 54861

REQUEST FOR PROPOSALS FOR ARCHITECTURAL AND ENGINEERING SERVICES TO COMPLETE A PRELIMINARY ARCHITECTURAL REPORT FOR THE CONSTRUCTION OF A NEW YOUTH FACILITY FOR THE BAD RIVER BAND OF THE LAKE SUPERIOR CHIPPEWA

**ODANAH, WISCONSIN BOYS AND GIRLS CLUB (BGC) FACILITY
RFP No. 3-021226BGCAE**

BACKGROUND

The Odanah, Wisconsin Bad River Band of Lake Superior Tribe of Chippewa Indians (Bad River Tribe) is soliciting for Architectural /Engineering (A / E) firms or teams to complete a Preliminary Architectural Feasibility Report for the construction of a new Boys and Girls Club Facility to be located on the Bad River Reservation.

The Tribe was awarded funding through congressional direct spending. The award will be administered through USDA – Rural Development according to the rules of the Community Facility Program. The Community Facility Program requires a Preliminary Architectural Feasibility Report completed by a licensed architect.

This RFP is meant to provide prospective A / E firms or teams with sufficient information to prepare and submit proposals to complete the Preliminary Architectural Feasibility Report during the Project Schedule.

All interested A / E firms or teams are invited to submit a proposal in accordance with the requirements and dates set forth herein.

PROJECT DESCRIPTION

The Bad River Tribe recognized the need for a new facility to house the Boys and Girls Club Program it operates on Reservation. The aging facility now in use has serious defects that cannot be remedied in a cost-effective manner. The Program is funded through a combination of federal programs and private foundations to serve a population of 300 youth between the ages of 7-18 years. Facility is to be sized for approximately 100 youth participating at any given time. The BGC provides learning opportunities to school-aged children who reside within and near the Reservation boundaries.

There are 9 permanent staff employed in the Program. Each year the Program also hires or contracts 3-5 additional part-time or hourly support to provide cultural, athletic, or content-specific

programming. Screened community members may also be occasional on-site volunteers in a variety of roles.

The Schematic Floor Plan and Design Development have been completed. Using Schematic (attached as Exhibit 1 and Design Documents (confidential so available by request) as the basis, the successful bidder will create a Preliminary Architectural Feasibility Report according to USDA RD Instruction 1942-A Guide 6, attached and marked as Exhibit 2.

Estimated Facility Size: Approximately 8,749 square feet.

Approximate Cost to Construct New Facility: \$ \$2,624,700
based on estimated cost of \$300.00 per sq ft. (8749 x 300.00)

PLAYGROUND AREA
4,275 sq. ft.

PARKING AREA
For 10 spaces

OTHER NOTES

A Phase I Environmental Assessment (EA) to address NEPA requirements and a wetlands delineation are complete with Report available upon request. An ALTA Survey of the site is underway. **Maps of the site are at Exhibit 3 of this document.**

SCOPE OF WORK

In this section of the RFP, “the Architect” refers to the architectural and engineering firm or team.

Complete a Preliminary Architectural Feasibility Report following USDA – Rural Development Instruction 1942-A Guide to the greatest extent possible.

Proposers should be prepared to begin services defined by this RFP as soon as possible.

PROJECT DELIVERABLES

The Architect will complete the Preliminary Architectural Feasibility Report following RD Instruction 1942-A Guide attached as Exhibit 2

Project deliverables are to be completed within an agreed upon time schedule between the Tribe and the A / E firm or team.

PROJECT
CONTACT

Name: Beth Gehred
Title: Planning Department, BGC Team
715-682-7111 X 1534, b.gehred@badriver-nsn.gov

QUESTIONS

Questions about this proposal may be emailed to Beth Gehred until 4:00 pm April 17th. A compilation of written answers will be posted to the website by April 20.

SUBMITTAL

Firms wishing to be considered shall submit three (3) hard copies and one (1) digital copy on USB flash drive of the qualification materials and proposal by mail, delivery or drop off (no email/FAX) included **no later than noon central time, Thursday, April 30, 2026** at the office of:

Bad River Tribe - Chief Blackbird Center
Attn.: **Executive Secretary**
Re: BGC PAFR
72682 Maple Street/PO Box 39
Odanah, WI 54861-0039

The qualification materials and proposal shall be submitted in a sealed envelope clearly marked as containing the qualification materials and proposal and shall include the Firm's name and the Project name.

EVALUATION

All proposals will be evaluated on the following criteria:

1. Technical qualifications of the contractor
 - a. Provide information on your firm's or team's familiarity and work experience with USDA RD Community Facility Standards
 - b. a listing of key staff who will complete this project, along with brief bios listing certifications, licenses, education and evidence of their experience working with similar projects;
2. Ability to complete the project in a timely manner, demonstrated by providing contacts & references of recent projects of a similar nature;
3. A description of the expected costs for the work described in the RFP. Proposed costs should be comprehensive, including all expenses. Proposals should include a fee schedule for professional services and be based on billing time and materials with a maximum lump sum not to exceed fee.

SELECTION PROCESS

Out of all proposals received, it is the object that the best-qualified contractor will be selected.

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 5123. 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.

NOTES

Prospective contractors are advised that no obligation or commitments are incurred by the Bad River Band in announcing this RFP.

BID OPENING

Bid opening will be scheduled at the Chief Blackbird Center, 72682 Maple St, Odanah, WI 54861 on April 30, 2026 at 3:00 pm. Bid opening is open to the public. (Bad River will notify successful and unsuccessful bidders within 10 calendar days.

Any or all bids may be rejected when in the best interest of the Bad River Tribe.

EXHIBITS

Exhibit 1 Schematic Plan

Exhibit 2 Preliminary Architectural Feasibility Report Criteria - RD
Instruction 1942-A Guide 6

Exhibit 3 Site Map with wetland delineation

Program: *fm*

Accounting: *JSM*

Legal: *Chy*

Posted: 4-10-26

JB

PRELIMINARY ARCHITECTURAL FEASIBILITY REPORT

GENERAL. The following shall be used as a guide for preparation of an Architectural Feasibility Report for Community Facilities proposed to be funded by the United States Department of Agriculture / Rural Development (RD). **The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.**

Please provide the following information as it applies to the proposed project. The level of detail commensurate with the project type and complexity.

1. **Need for the Facility:** Indicate why the proposed facility, new construction and/or rehabilitation is needed?
2. **Existing Facilities:** Describe: include condition, size inadequacy, suitability for continued use, is the facility owned or leased and other pertinent information. Include accessibility concerns/noncompliant issues. Include any structural evaluation reports, hazardous material (i.e., lead based paint, asbestos containing materials, etc.) reports, etc. if available or required.
3. **Proposed Facility:** Provide a description of the new facilities and proposed features. Will the existing facilities be rehabilitated, added to, or demolished and removed? Will the new proposed facility be owned or leased by the applicant?
 - a. Describe the proposed spaces and their functions. Has a program been developed to identify the actual needs of the owner?
 - b. Are there any other construction projects not financed by Rural Development, that will coincide with the execution of this project?
 - c. Will any space be leased to other entities? If yes, please identify the entity leasing the space and the square footage of space being leased. What percentage of the facility is being leased? Note: Percentage of the leased space cannot exceed 25% if leasing to ineligible entities.
 - d. Describe proposed interior materials and finishes, if known. Identify any portion of the facility that will remain unfinished for future improvement/development/expansion and the area of unfinished space (in square feet).
 - e. Include a description of the proposed structural framing and exterior wall construction, if known, or what alternatives are being considered:
 - Foundation and footing materials
 - Exterior wall construction: i.e., CMU, wood stud, steel stud, etc.
 - Exterior wall finishes: i.e., wood siding, metal siding, vinyl siding, brick, metal panel, etc.
 - Roof type
 - Describe proposed structural framing: Pre-engineered metal building, stick built wood framing, structural steel, pre-engineered wood trusses, etc.
 - Proposed mechanical systems, energy efficiency rating, green or sustainable technology.
 - f. Design requirements. List all applicable codes and standards. List applicable accessibility standards to include American Barriers Act ABA.
 - g. Include building area (square footage).
 - h. Include a description of any accessory buildings, i.e., combustible material storage buildings, sheds, carport, garages, helipad, etc.
 - i. Required state or local permits or approvals.
4. **Building Site:** Describe the proposed site.
 - a. Is the applicant considering multiple sites? Have they selected a site and why is the chosen site the

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- preferred option? Indicate site zoning and whether a zoning change is needed (if zoned).
- b. Indicate the status of required environmental reports and assessments. Describe how NEPA mitigation measures and Section 106 Memorandum of Agreement (MOA) stipulations, if any, are met. Describe any site contamination and remediation required.
 - c. Amount of land required for intended use. Is there sufficient space on the site for future expansion?
 - d. Location Map of area indicating site location, shopping areas, churches, schools, hospital, residential areas, etc.
 - e. Flood Plain Report - FEMA Flood Map. Projects built in a floodplain must meet the mitigation measures from the NEPA environmental review (e.g., elevation out of the floodplain, flood-proof construction, etc.). Ingress/egress routes for critical infrastructure must be elevated above the **500-year** floodplain [schools, hospitals, nursing homes, childcare facilities, housing for the elderly, etc. per 1970-F, 1970.255(h)].
 - f. Geotechnical subsurface investigation, include if complete.
 - g. Will any wetlands be impacted by this development? Note that RD Community Facility funds cannot be used to impact a wetland, except for utility lines. This restriction applies regardless of 404 permits.
 - h. Discuss utilities needed to operate the facility. Available utilities: i.e., natural gas availability, public water and sewer services, new or existing well is planned, etc.
 - i. Include a description of previous use of the site, existing buildings, foundations, underground fuel storage, etc. that may still be present on the site.
 - j. Does the site have access to a public right of way?
 - k. Does the applicant own the proposed site or is the purchase price included in the project cost? What is the timeline to purchase the property?
5. **Schematic Site Plan:** Provide the following information if known or available:
- a. Site plan including existing trees and other natural features (i.e., streams, wetlands).
 - b. Location of building(s) and proposed site improvements (i.e., parking, sidewalks, etc.).
 - c. Include adjacent land use and building locations, etc.
 - d. Indicate existing rights-of-way and easements.
6. **Schematic Building Plans and Elevations:**
- a. Building plans with overall dimensions.
 - b. Building elevations.
7. **Construction Problems:** Indicate (in detail) information on items which may affect the cost of construction and/or acceptability of the site (i.e., presence of rock, high water table or flood plain, Land fill or unstable soils, natural gas and mineral rights (indicate owner or lessee), hilly site or flat site (potential difficulty surface water drainage), difficulty accessing the site, hazardous materials, cultural or historical considerations, supply chain issues, contractor mobilization, etc.
8. **Preliminary Cost Estimate:**
- a. Building Construction (including fixed equipment).
 - b. Site Development.
 - c. Land and Rights.

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- d. Architect Fees (Fixed Fee Amount) and NTE for reimbursable expenses.
- e. Construction Monitoring (including BABAA)
- f. Engineering Costs (explain i.e., subsurface investigation, hazardous material evaluation, etc.)
- g. Environmental
- h. Direct Expenditures including tests and special inspections and utility hook-ups.
- i. Movable equipment: Furnishings, fixtures, and equipment.
- j. Legal services/Bond Counsel services
- k. Interim financing interest and detailed list on the cost of issuance during construction.
- l. Administrative
- m. Contingencies (10% of building construction and site development, up to 20% for rehab work).
- n. Others (explain).
- o. Total of all above.

9. Annual Operating Budget:

- a. Income: Include rate schedule. Project income realistically. Discuss the source of revenue and how the new facility would increase or reduce operating income.
- b. Operation and maintenance costs - Project costs realistically. In the absence of other data, base on actual costs of other existing facilities of similar size and complexity. Include facts in the report to substantiate operation and maintenance cost estimates.
- c. Debt Service or Rental Cost (if applicable) - Costs for Proposed Facility.
- d. USDA requires borrowers to establish a capital asset replacement reserve with deposits annually for the life of the loan to pay for repairs and/or replacement of capital assets. Identify all short-lived capital assets for the project (i.e., roof, HVAC equipment, flooring, etc.), the frequency of replacement, cost of replacement, and the annual reserve deposit required to cover scheduled repairs and/or replacements.

10. Proposed Construction Contract Method:

- a. Include a description of the proposed construction contract method. Competitive sealed bids, publicly advertised, will be required for most construction projects. When proposing an alternate contracting method, prior written approval by Rural Housing Service, National Office is required. Please indicate if Construction Manager as Constructor (CMc), Construction Manager as Advisor (CMA) or Design Build (DB) (contract methods other than design-bid-build) is being considered for this project. All procurement transactions, without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.
- b. Describe the current design phase and, if any, approvals to date. Estimated timeframes for project development (i.e., design, plans and specs, bid, permitting, review periods, contracts, legal reviews, project closeout, etc.)
- c. Construction Monitoring Services: Please provide a description of the proposed full-time construction monitoring in accordance with RD Instruction 1942-A, § 1942.18(o)(2)(iii)(3), Full-Time Resident Inspection is required during construction.

11. Build America, Buy America Act: 2 CFR 200 and 2 CFR 184.

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- a. Indicate the amount of federal funding requested.
 - RD funding:
 - Funds from other federal agencies (list each agency and amount from each):
- b. Indicate the Applicant's entity type:
 - Nonprofit organization
 - State or Local Government
 - Indian Tribe
 - Institution of Higher Education
- c. More information regarding BABAA is available at:
 - <https://www.rd.usda.gov/build-america-buy-america>
 - <https://www.rd.usda.gov/media/file/download/babaa-customers-guide-02-27-23.pdf>

12. Photographs:

- a. Provide photographs of the site and adjacent areas.
- b. If an existing building, include interior and exterior of the existing building and note location of any proposed additions.

13. Conclusions and Recommendations: Include site suitability and/or possible alternatives to the proposed plan.

LOCATION OF THE BAD RIVER RESERVATION



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Bad River Boys and Girls Club Facility Site Planning Map




-  Approximate Scaled Building Design Footprint
 -  Approximate Site Boundary
 -  Wetland Deletion Boundaries Oct 2025
- * Elevation Contours based on 2019 LIDAR

Exhibit 3



This information should not be interpreted as representing legal property boundaries, legal Indian reservation boundaries, or legal treaty ceded territory boundaries. In addition, this information is intended to be used for planning purposes only and is not suitable for construction or locating underground utilities, always rely on surface marked locations before you dig. This information shall only be used in a manner consistent with the purposes for which and limitations under which they were gathered, compiled, or otherwise presented, as stated in the metadata file for each data set. The Bad River Band of the Lake Superior Tribe of Chippewa Indians, its employees and agents assume no responsibility or liability for anyone's use of these data. Copyright © 2024 The Bad River Band of the Lake Superior Tribe of Chippewa Indians. All rights reserved.

