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## Request for Proposals

### Request for Proposals for Architectural and Engineering Services for Bay Mills Indian Community King's Club Casino Redevelopment Project

The Bay Mills Indian Community is requesting proposals from qualified individuals and firms to develop the Preliminary Engineering Report and Final Designs for proposed mixed-use facilities at the former King's Club Casino location.

#### **Background:**

The Bay Mills Indian Community (BMIC) was recently awarded funding through a USDA Rural Business Development Grant in the amount of \$300,000 for available project funding.

The BMIC is a federally recognized Native American Tribe that is located in the rural Eastern Upper Peninsula of Michigan on the shores of Lake Superior. The people of Bay Mills are Ojibwa (or Chippewa) and they have resided in this area for hundreds of years. BMIC was granted a federal Corporate Charter pursuant to Section 16 of the Indian Reorganization Act on June 18, 1934. BMIC is one of the four original reservations established in Michigan. There are currently 2,258 tribal members.

#### **This project is defined as follows:**

BMIC is proposing the construction of a mixed-use development at the site of the former King's Club Casino which closed in 2020. The project aims to demolish the under-used structure located at 12140 W. Lakeshore Drive and replace it with new facilities that can better meet the needs of the community while enhancing the natural beauty of the Lake Superior frontage. The project aligns with priorities laid out in the Eastern Upper Peninsula Comprehensive Economic Development Strategy and the BMIC's Economic Diversification Strategy, such as the development of businesses, housing, and economic opportunity, and the enhancement of natural beauty.

The planned mixed-use development will be a 2-story building, totaling approximately 10,000 sq ft. The first floor will be designated for commercial use, and the second floor will contain residential units.

### Additional Project elements:

Further, it is a project intention that low maintenance, high-end design, energy-efficient type materials, equipment and finishes be utilized in the construction of the facilities. Included with this RFP is the Community and Planning Development Green Building checklist.

All structures are subject to the State of Michigan building codes.

Design shall include any necessary development or enhancement of street(s), pedestrian facilities, drainage, driveways, parking, water, sewer and other needed building utilities. Pedestrian facilities shall facilitate easy access and connectivity within the development and surrounding community.

### **Scope of Work:**

The successful Proposer (A/E team) shall perform the tasks listed below for this project and shall be expected to work closely with designated Tribal personnel to accomplish these goals:

#### Pre-Design:

- Coordinate, develop Agenda and participate in a project kick-off meeting with the Project Team to formulate design guidelines in which the major project goals and the means of implementation are identified. The Project Team shall include at a minimum the A/E design team as well as designated Tribal personnel.
- Review relevant project documentation; notify Tribal POC as to areas regarding further investigation for an adequate design response.
- The procurement of a geotechnical survey sufficient for all aspects of the redevelopment of the Kings Club property. It should be performed on an appx. 50ft. grid pattern within the project area and should accurately delineate existing improvements and elevation changes. The geotechnical report should include soils related development and infrastructure recommendations.

#### Schematic Design:

- Develop at least two distinct, well thought out, and complete preliminary Schematic Designs that satisfy the design guidelines established for the project. The two Schematic Designs shall include at least two viable floor plan options for the townhomes as well as two distinct street and pedestrian facilities layout options. The successful Proposer will present the alternatives to the full Project Team with complete explanations of the merits

of each alternative. Include cost in relation to budget adherence in the presentation of the designs. Show or otherwise describe preliminary selections of major building systems and construction materials.

- From the responses to the preliminary Schematic Designs, prepare a final schematic design for the project and submit it to the Project Team. Provide a preliminary cost estimate with a Value Engineering proposal, and cost information that addresses durability and maintenance of major materials for review by the Project Team at the same time as the final Schematic Design.

#### Design Development:

- Upon approval of the Schematic Design by Tribal POC, proceed with Design Development documents.
- Provide all documentation necessary to describe the scope, appearance, landscape, architectural, structural, mechanical, electrical, and civil components by means of plans, sections, elevations, typical construction details, and other methods as deemed appropriate.
- Prepare a semi-final set of Design Development documents and review with the Tribal POC.
- Integrate information from the Tribal POC's review into final Design Development documents and present to the Project Team. The presentation shall include a cost estimate, constructability review and potential value engineering.
- Obtain approval from Tribal POC prior to proceeding with Construction Documents.

#### Construction Documents:

- Provide Construction Documents, drawings and specifications, based on the approved Design Development documents.
- Submit Construction Documents to Project Team at approx. 90% completion. Provide an updated cost estimate and value engineering recommendations with this submittal.

#### Bid Phase:

- Successful Proposer shall submit the final and complete Construction Documents to the Tribal POC. Four (4) copies of final documents shall be submitted. Documents shall include a Bid Form which itemizes major units of work to aid in bid solicitation and payments.
- Successful Proposer shall attend the pre-construction meeting.

- Successful Proposer shall respond to any substitution requests and may be asked to respond to questions and to provide additional information to bidders during the bid phase; this will be on an AS NEEDED basis. (Proposers shall submit an hourly rate for personnel that will likely be providing these services.)

Construction Administration:

- NOTE: The Tribe's Construction Manager will manage and oversee the day-to-day construction activities and provide reporting to the Tribe.
- The successful Proposer shall be available to respond to questions from the Tribe or the Construction Manager as construction progresses.
- Successful Proposer shall attend meetings or perform site inspections as requested.
- Successful Proposer shall update construction plans as requested to reflect As-Built conditions; shall submit final As-Built plans to Tribe in pdf format.
- Construction phase services shall be on an AS NEEDED basis; proposers shall submit applicable hourly rates and reimbursable for personnel that will likely respond to requests.

***Proposals to assist with these services must be submitted to the Bay Mills Indian Community by Friday, October 3, 2024, 4pm EST.***

Please email proposals in PDF format to Brianna Gunka at [bgunka@baymills.org](mailto:bgunka@baymills.org). Proposals received after the deadline will not be accepted. Please contact Brianna Gunka via email or at 906-248-8125 with any questions you may have regarding this Request for Proposals or any of the requirements outlined in the scope of work to be completed.

**Proposal Requirements:**

1. Cover letter
2. Resumes and/or Bios: Please include resumes and/or bios of key principals and individuals who will be overseeing or involved with this project.
3. Description of Experience related to design services:
  - a. Please describe the general experience of the firm including number of years the firm has been in operation.
  - b. Please describe the specific experience of the firm in providing services for commercial development projects.

- c. Description of experience in Indian Country: Please describe any relevant experience of the firm, involved principals and any assigned staff in projects located on Native American land.
4. Associations: Please provide a description of any associations with other firms or any form of subcontracting that is planned for the project. Please include pertinent information as to subcontracted firms.
  5. Certifications and Licenses: Please include a copy of any pertinent licenses or certifications.
  6. References: Please include a minimum of three references that can be contacted by the Owner. Provide three references of significant subconsultants as well.
  7. Disclosure of Claims: Please disclose any claims, lawsuits, or formal disputes for work or services previously or currently being performed.
  8. Methodology: Please provide explanation of methodology for all services.
  9. Cost proposal: Please detail all costs required to assist with these services and required timelines for payments. Provide separate costs for each project as identified.
  10. Design Schedule: Provide a detailed timeline of design progression and expected 100% CD completion. For scheduling purposes, allow 7-10 days for each segment of Tribal review.
  11. Indian Preference (Optional): Please provide any evidence to demonstrate that the firm is a qualified, Indian-owned enterprise, with at least 51% active ownership by a member of federally recognized Indian tribe.

**Evaluation Criteria**

	<b>Score Received: 1-5</b>	<b>Weight</b>	<b>Weighted Scores</b>
Demonstrated experience with Architectural and Engineering Services for projects of similar size/scale		20%	
Qualifications- identification of key personnel and experience/capability		25%	
Schedule- timeliness and value for money		25%	
Cost- reasonableness of rate schedule		25%	
Indian Preference		5%	
<b>Total</b>		<b>100%</b>	

<b>Ratings:</b>	
Clearly Outstanding-Above and Beyond Expectations	5

Well qualified	4
Average	3
Weak	2
Unsatisfactory	1
Insufficient Response	0

The Tribe, at its sole discretion, may elect to interview selected firm(s). If a firm is requested to take part in an interview (via Tribal arranged remote means), the key proposed project staff will be expected to take part. The interview will be an opportunity for the Tribe's selection team to review the firm's proposal and other matters deemed relevant to the evaluation.

### **Compensation**

The proposal should provide a cost for all work associated with the provision of these services. The final cost of services may be negotiated, prior to award of the contract.

### **Attachments**

- Project Site Locations; Aerial, Map
- Green Buildings and Grounds Checklist

## HUD CPD Green Building Retrofit Checklist

The CPD Green Retrofit Checklist promotes energy efficiency and green building practices for residential retrofit projects. Grantees must follow the checklist in its entirety and apply all measures within the Checklist to the extent applicable to the particular building type being retrofitted. The phrase “when replacing” in the Checklist refers to the mandatory replacement with specified green improvements, products, and fixtures only when replacing those systems during the normal course of the retrofit.

**Note:** CPD recognizes that not all elements of the checklist will be applicable in all climates and geographies. Because of this, CPD will consider exceptions to these standards based on climate or geography, if a grantee identifies the specific standards that aren’t applicable, including offering alternatives if available, and CPD’s Office of Environment and Energy accepts the grantees request.

### WATER AND ENERGY CONSERVATION MEASURES

- Water-Conserving Fixtures**  
Install or retrofit water conserving fixtures in any unit and common facility, use the following specifications: Toilets-- 1.28 gpf; Urinals-- 0.5 gpf; Showerheads-- 2.0 gpm; Kitchen faucets-- 2.0 gpm; and Bathroom faucets-- 1.5gpm. [gpf = gallons per flush; gpm = gallons per minute]
- ENERGY STAR Appliances**  
Install ENERGY STAR-labeled clothes washers, dishwashers, and refrigerators, if these appliance categories are provided in units or common areas.
- Air Sealing: Building Envelope**  
Seal all accessible gaps and penetrations in the building envelope. If applicable, use low VOC caulk or foam.
- Insulation: Attic** (if applicable to building type)  
  
For attics with closed floor cavities directly above the conditioned space, blow in insulation per manufacturer's specifications to a minimum density of 3.5 Lbs. per cubic foot (CF). For attics with open floor cavities directly above the conditioned space, install insulation to meet or exceed IECC levels.
- Insulation: Flooring** (if applicable to building type)  
Install  $\geq$  R-19 insulation in contact with the subfloor in buildings with floor systems over vented crawl spaces. Install a 6-mil vapor barrier in contact with 100% of the floor of the crawl space (the ground), overlapping seams and piers at least 6 inches.
- Duct Sealing** (if applicable to building type)  
  
In buildings with ducted forced-air heating and cooling systems, seal all penetrations of the air distribution system to reduce leakage in order to meet or exceed ENERGY STAR for Homes' duct leakage standard.
- Air Barrier System**  
Ensure continuous unbroken air barrier surrounding all conditioned space and dwelling units. Align insulation completely and continuously with the air barrier.
- Radiant Barriers: Roofing**  
When replacing or making a substantial repair to the roof, use radiant barrier sheathing or other radiant barrier material; if economically feasible, also use cool roofing materials.

- Windows**  
When replacing windows, install geographically appropriate ENERGY STAR rated windows.
- Sizing of Heating and Cooling Equipment**  
When replacing, size heating and cooling equipment in accordance with the Air Conditioning Contractors of America (ACCA) Manuals, Parts J and S, or 2012 ASHRAE Handbook--HVAC Systems and Equipment or most recent edition.
- Domestic Hot Water Systems**  
When replacing domestic water heating system(s), ensure the system(s) meet or exceed the efficiency requirements of ENERGY STAR for Homes' Reference Design. Insulate pipes by at least R-4.
- Efficient Lighting: Interior Units**  
Follow the guidance appropriate for the project type: install the ENERGY STAR Advanced Lighting Package (ALP); **OR** follow the ENERGY STAR MFHR program guidelines, which require that 80% of installed lighting fixtures within units must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; **OR** when replacing, new fixtures and ceiling fans must meet or exceed ENERGY STAR efficiency levels.
- Efficient Lighting: Common Areas and Emergency Lighting** (if applicable to building type)  
Follow the guidance appropriate for the project type: use ENERGY STAR-labeled fixtures or any equivalent high-performance lighting fixtures and bulbs in all common areas; **OR** when replacing, new common space and emergency lighting fixtures must meet or exceed ENERGY STAR efficiency levels. For emergency lighting, if installing new or replacing, all exist signs shall meet or exceed LED efficiency levels and conform to local building codes.
- Efficient Lighting: Exterior**  
Follow the guidance appropriate for the project type: install ENERGY STAR-qualified fixtures or LEDs with a minimum efficacy of 45 lumens/watt; **OR** follow the ENERGY STAR MFHR program guidelines, which require that 80% of outdoor lighting fixtures must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; **OR** when replacing, install ENERGY STAR compact fluorescents or LEDs with a minimum efficacy of 45 lumens/watt.

## INDOOR AIR QUALITY

- Air Ventilation: Single Family and Multifamily** (three stories or fewer)  
Install an in-unit ventilation system capable of providing adequate fresh air per ASHRAE 62.2 requirements.
- Air Ventilation: Multifamily** (four stories or more)  
Install apartment ventilation systems that satisfy ASHRAE 62.2 for all dwelling units and common area ventilation systems that satisfy ASHRAE 62.1 requirements. If economically feasible, consider heat/energy recovery for 100% of corridor air supply.
- Composite Wood Products that Emit Low/No Formaldehyde**  
Composite wood products must be certified compliant with California 93120. If using a composite wood product that does not comply with California 93120, all exposed edges and sides must be sealed with low-VOC sealants.
- Environmentally Preferable Flooring**



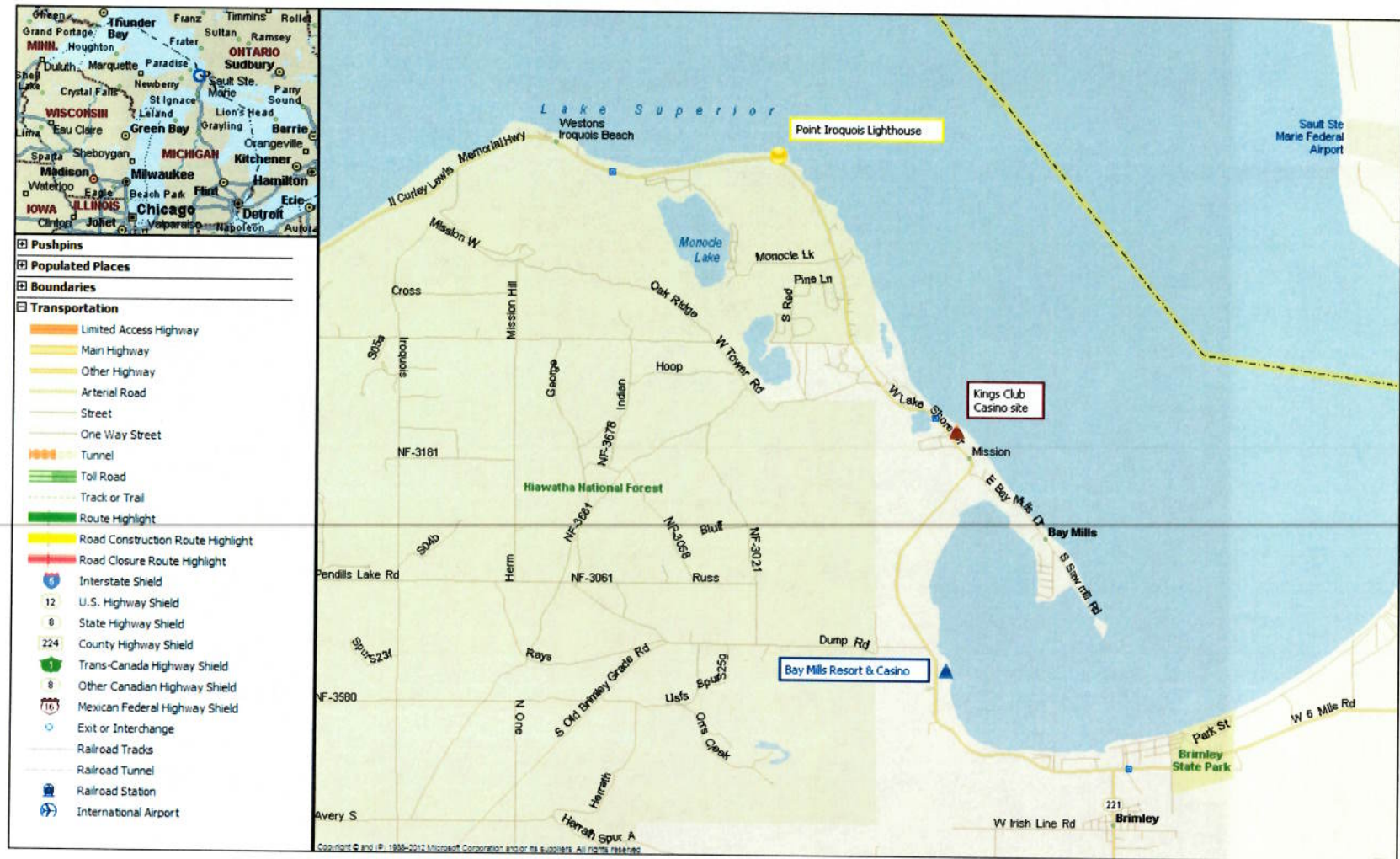
When replacing flooring, use environmentally preferable flooring, including the FloorScore certification. Any carpet products used must meet the Carpet and Rug Institute's Green Label or Green Label Plus certification for carpet, pad, and carpet adhesives.

- Low/No VOC Paints and Primers**  
All interior paints and primers must be less than or equal to the following VOC levels: Flats--50 g/L; Non-flats--50 g/L; Floor--100 g/L. [g/L = grams per liter; levels are based on a combination of the Master Painters Institute (MPI) and GreenSeal standards.]
- Low/No VOC Adhesives and Sealants**  
All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants must comply with regulation 8, rule 51, of the Bay Area Air Quality Management District.
- Clothes Dryer Exhaust**  
Vent clothes dryers directly to the outdoors using rigid-type duct work.
- Mold Inspection and Remediation**  
Inspect the interior and exterior of the building for evidence of moisture problems. Document the extent and location of the problems, and implement the proposed repairs according to the Moisture section of the EPA Healthy Indoor Environment Protocols for Home Energy Upgrades.
- Combustion Equipment**  
When installing new space and water-heating equipment, specify power-vented or direct vent combustion equipment.
- Mold Prevention: Water Heaters**  
Provide adequate drainage for water heaters that includes drains or catch pans with drains piped to the exterior of the dwelling.
- Mold Prevention: Surfaces**  
When replacing or repairing bathrooms, kitchens, and laundry rooms, use materials that have durable, cleanable surfaces.
- Mold Prevention: Tub and Shower Enclosures**  
When replacing or repairing tub and/or shower enclosures, use non-paper-faced backing materials such as cement board, fiber cement board, or equivalent in bathrooms.
- Integrated Pest Management**  
Seal all wall, floor, and joint penetrations with low-VOC caulking or other appropriate sealing methods to prevent pest entry. [If applicable, provide training to multifamily buildings staff.]
- Lead-Safe Work Practices**  
For properties built before 1978, if the project will involve disturbing painted surfaces or cleaning up lead contaminated dust or soil, use certified renovation or lead abatement contractors and workers using lead-safe work practices and clearance examinations consistent with the more stringent of EPA's Renovation, Repair, and Painting Rule and HUD's Lead Safe Housing Rule.
- Radon Testing and Mitigation** (if applicable based on building location)

For buildings in EPA Radon Zone 1 or 2, test for radon using the current edition of American Association of Radon Scientists and Technologists (AARST)'s Protocols for Radon Measurement in Homes Standard for Single-Family Housing or Duplexes, or AARST's Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings. To install radon mitigation systems in buildings with radon level of 4 pCi/L or more, use ASTM E 2121 for single-family housing or duplexes, or AARST's Radon Mitigation Standards for Multifamily Buildings. For new construction, use AARST's Reducing Radon in New Construction of 1 & 2 Family Dwellings and Townhouses, or ASTM E 1465.

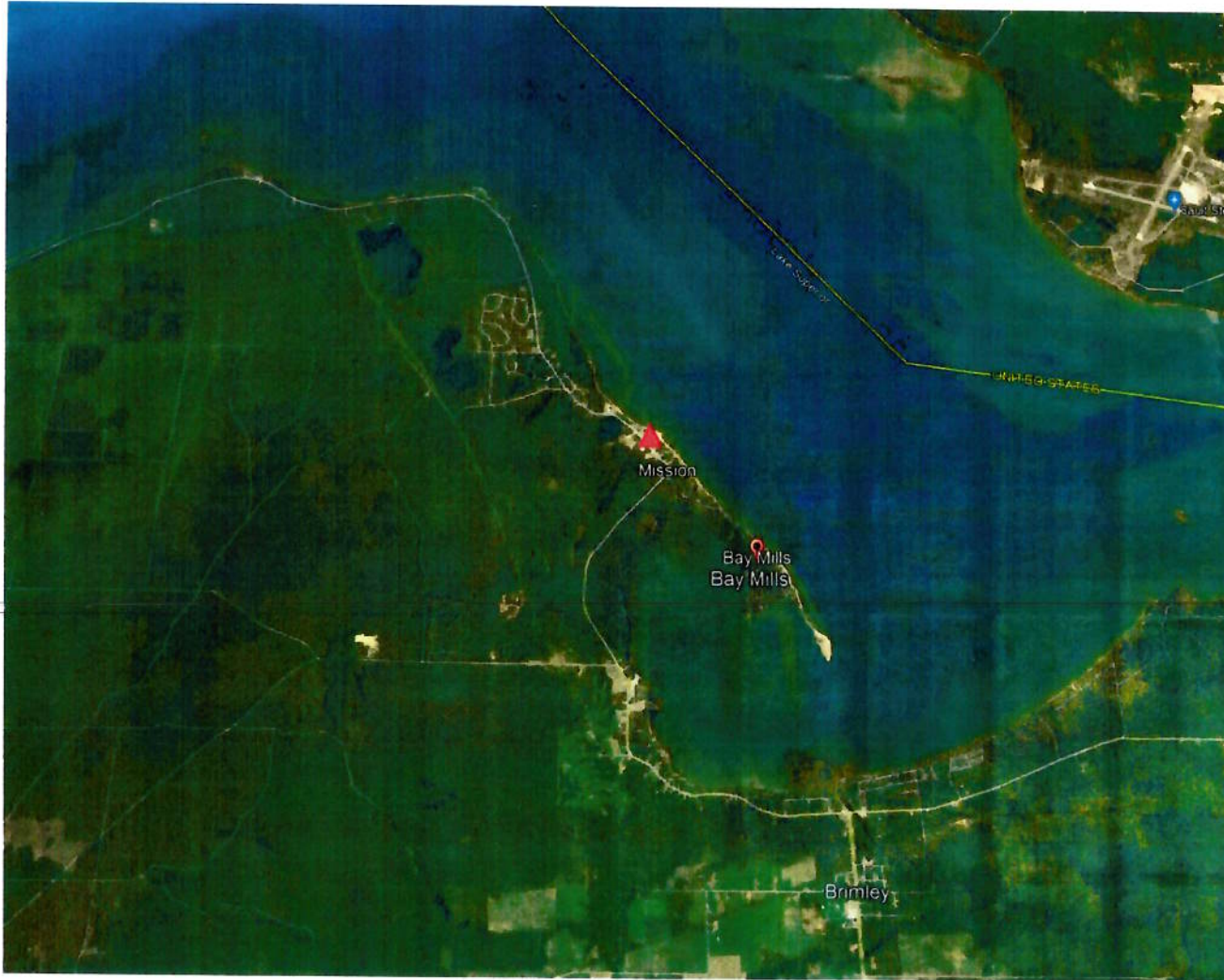


# SITE MAP



Source: KlasRobinson Q.E.D.

## AERIAL MAP



Source: Google Earth and KlasRobinson Q.E.D.