BAY MILLS HEALTH CENTER
12455 West Lakeshore Drive, Brimley, MI 49715

Request for Proposals

Request for Proposals (RFP) for Architectural and Engineering Professional Services for Bay Mills Health Center's new Long Term Care Facility Project

The Bay Mills Indian Community's (BMIC) Bay Mills Health Center (BMHC) is requesting proposals from qualified firms to develop architectural and engineering plans for proposed Bay Mills Long Term Care Facility at current main location of Bay Mills Health Center in Brimley, Michigan.

Background
The Bay Mills Indian Community was recently awarded matching grant's funding through United States Department of Agriculture Forest Service's (USDA FS) Wood Innovations Grant to support project's funding. The awarded funds will support the mass timber engineering and design phase for a new 20-bed Long Term Care Facility on Bay Mills Indian Community Trust lands in Brimley, Michigan.

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 thousands 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 citizens.

Description of the Project
BMIC is proposing the construction of a new Long Term Care Facility. BMIC received a USDA Mass Timber Innovations grant to develop engineering plans for a new Long Term Care Facility that can meet the needs of the community. 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, and new economic opportunity. The Long Term Care Facility will provide essential care and support for community elders, rehabilitation patients, create local jobs, foster economic growth, and serve as a model for future ecologically conscientious construction projects. The Long Term Care Facility will be a 1-story building and must utilize mass timber design and construction elements. The facility is expected to be approximately 20,000 sq ft. Technical assistance is available for the selected A&E firm through WoodWorks and the MSU Mass Timber Program.

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 a new Long Term Care Facility. The Long Term Care Facility project is focused on utilizing sustainable, domestically sourced mass timber materials to create an environmentally responsible and culturally significant building that will serve the health and care needs of the community's aging population. A new Long Term Care Facility's structure is subject to the State of Michigan healthcare building codes. Design shall include any necessary development of pedestrian paths (including fully

insulated walkway connecting existing Bay Mills Health Center to future Long Term Care Facility), drainage, driveways, parking with extra space for snow handling, water, sewer and other needed building utilities.

Scope of Work
The successful Proposer (A&E firm) 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 Point Of Contact as to areas regarding further investigation for an adequate design response.
- The procurement of a geotechnical survey sufficient for all aspects of construction of a new Long Term Care Facility. It should be performed on an approximately 50ft grid pattern within the project area and should accurately delineate existing improvements and elevation changes. The geotechnical report should include soils related to development and infrastructure recommendations.
- **Pre-Design should be completed by June 1st, 2026**.

Schematic Design:

- Develop one, well thought out, and complete preliminary Schematic Design that satisfy the design guidelines established for the project in compliance with requirements of USDA FS Wood Innovations Grant. The Schematic Design shall include a viable floor plan option for a new Long Term Care Facility. The successful Proposer will present the Schematic Design to the full Project Team with complete explanations of its merits. Include cost in relation to budget adherence in the presentation of the design. Show or otherwise describe preliminary selection of major building systems and construction materials including domestically sourced mass timber.
- From the responses to the preliminary Schematic Design, 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.
- **Schematic Design should be completed by July 31st, 2026**.

Design Development:

- Upon approval of the Schematic Design by Tribal Point Of Contact, 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 Point of Contact.
- Integrate information from the Tribal Point Of Contact'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 Point of Contact prior to proceeding with Construction Documents.
- **Design Development should be completed by September 30th, 2026**.

Construction Documents:

- Provide Construction Documents, drawings and specifications, based on the approved Design Development documents.

- Submit Construction Documents to Project Team at 90% completion. Provide an updated cost estimate and value engineering recommendations with this submittal.
- **Construction Documents at 90% completion should be provided by November 30th, 2026**.

Construction Bid Phase:

- Successful Proposer shall submit the final and complete Construction Documents to the Tribal Point of Contact. 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.)
- **Completed Construction Documents and Bid Form should be provided by January 4th, 2027.**

Proposals to assist with services listed above must be submitted to the BMIC by COB on Friday, March 6th, 2026.

Please, email proposals in PDF format to lchugunov@BayMills.org. Proposals received after the deadline will not be accepted. Proposals submitted in response to this RFP are irrevocable for 90 days following the deadline for submission of Proposals. Please, contact Dr. Leo Chugunov via email or at (906) 248-8334 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 with introduction
2. Table of Contents: Please, include sections and subsections
3. Resumes and / or Bios: Please, include resumes and / or bios of key principals and individuals who will be overseeing or involved with this project.
4. Description of Experience in Architectural and Engineering Professional 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 professional services for healthcare-related 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.
5. Associations: Please, provide a description of any associations with other firms or any form of sub-contracting that is planned for the project. Please, include pertinent information as to subcontracted firms.
6. Certifications and Licenses: Please, include a copy of any pertinent licenses or certifications.
7. References: Please, include a minimum of three references that can be contacted by the BMIC.
8. Disclosure of Claims: Please, disclose any claims, lawsuits, or formal disputes for work or services previously or currently being performed.
9. Methodology: Please, provide explanation of methodology for all services.
10. Cost proposal: Please, detail all costs required to assist with these services and required timelines for payments.
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

	Score Received: 1-5	Weight	Weighted Scores
Demonstrated experience with Architectural and Engineering Professional Services in general and in healthcare-related projects of similar size/scale		25%	
Qualifications - identification of key personnel and their capability		15%	
Reputation – verified history of timeliness and thoughtfulness		15%	
Cost - reasonableness of rate schedule		25%	
Indian Preference		10%	
Complete understanding of project's objectives		5%	
Demonstrated experience with Architectural and Engineering Professional Services in Mass Timber applications		5%	
Total		**100%**	

Ratings:	
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

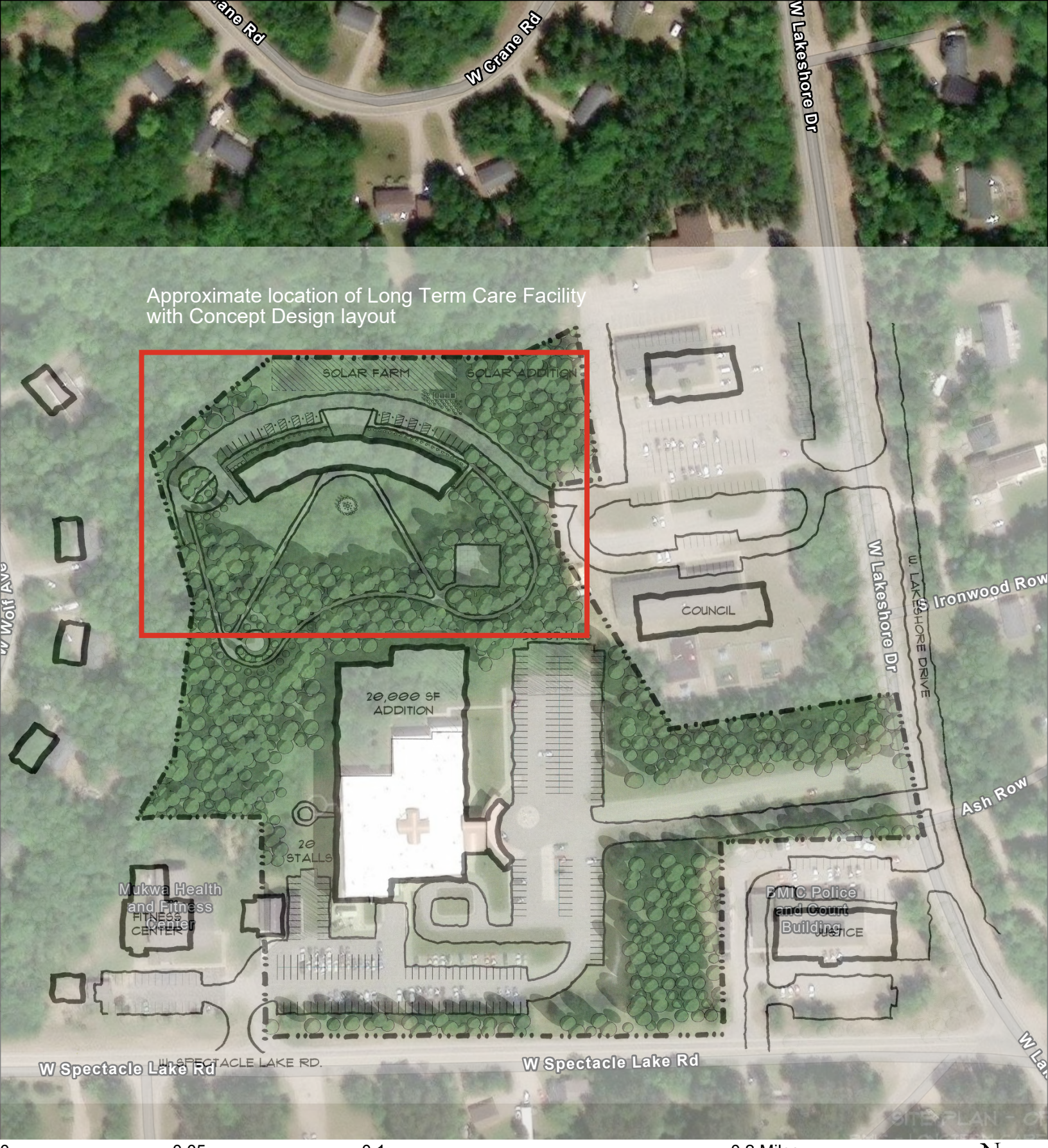
The proposal should provide a cost for all work associated with the provision of these services. The final cost of services may be negotiated, prior to award of the agreement / contract.

Governing Law

This Request for Proposals and / or any agreement entered into between the Tribe and the Successful Proposer as a result of proposal's acceptance will be governed by the laws of Bay Mills Indian Community. Successful Proposer agrees that all disputes, actions or claims arising from said Agreement must be subject to the exclusive jurisdiction of the Bay Mills Indian Community Court and Successful Proposer consents to enforcement of any judgement of said Tribal Court in any state court of applicable jurisdiction.

Attachments

- Project Site Location (Satellite Image)
- Executive Summary of Wood Innovations Grant Program



BMIC Long-term Care Facility

WOOD INNOVATIONS GRANT PROGRAM

Executive Summary

The U.S. Forest Service Wood Innovations Grant Program is investing $80 million in proposals that expand traditional wood utilization projects, spur wood products manufacturing, promote using wood as a construction material in commercial, institutional and multifamily buildings, and expand wood energy markets. Healthy forests depend on a healthy forest products economy, and these investments support local economies while directly contributing to improving forest health and lowering wildfire risks to communities. This investment unleashes America's abundant natural resources by tearing down unnecessary barriers that have kept forests dangerously overstocked and unhealthy. It also carries out efforts to make forests more productive and to ensure long-term forest resilience through regulatory streamlining and expedited project approvals.

As the first mass timber building in BMIC, the Long Term Care facility must showcase cutting-edge green building practices, demonstrating commercially available innovative wood products like cross-laminated timber and glulam are viable options for commercial building development in the EUP. These products provide a market for low-value trees not considered economically viable for traditional timber uses, encourage thinning of forests, reducing hazardous fuels and improving forest health, promote jobs and economic opportunities in rural communities, and promote environmental health and resilient communities through sustainable building practices.

Engineering a building with mass timber requires a deep understanding of structural principles, material properties, sustainability, and fire safety. Through careful material selection, design optimization, and adherence to codes and standards, engineers can successfully incorporate mass timber into construction projects like long-term care facilities, creating safe, sustainable, and cost-effective buildings. The collaboration between structural engineers, architects, and mass timber manufacturers and distributors ensures that appropriate materials are selected and structural systems are designed to make the most of timber's strengths while addressing challenges like fire safety, load-bearing capacity, and durability.