



REQUEST FOR QUOTES

Request for Quotes for Preliminary Engineering Reports for Bay Mills Indian Community Waste Transfer Station Project

The Bay Mills Indian Community is requesting quotes from qualified individuals and firms for preliminary engineering reports and designs for the proposed waste transfer station construction to be located on tribal lands in the Bay Mills Indian Community.

Background:

Bay Mills Indian Community is seeking Indian Health Service funding for the design and construction of a new Waste Transfer Station facility. The BMIC Solid Waste Committee has engaged with the EPA in several technical assistance meetings regarding the waste streams to be collected/recycled and the layout of the new facility (sketch can be found attached). To apply for this funding, BMIC must submit a PER with a preliminary design by June, 2022.

This project is defined as follows:

The project site is located on Plantation Hill, adjacent to the Public Works and Maintenance headquarters (see attached map). It is our intention to develop a waste transfer station that is able to collect solid waste, plastics, metals, cardboard, food waste, hazardous waste, white goods, electrical waste, and tires. The recyclable items will be collected and stored in a large building, with separate bays for each recyclable type. The building must also incorporate office space and restroom facilities for staff members. Incorporating a photovoltaic system into the design is mandatory. A metal pavilion-type structure will cover the trash compactor and recycling trailer, allowing protection from the elements. A hard surface is required for efficient maneuvering of forklifts throughout the facility. A separate structure with fire suppression will be required for the collection of hazardous waste. In addition, separate facilities will be required for compost. Hydrology on the site must be addressed through the use of bioswales and/or rain gardens. The PER will determine how best to incorporate all of these items into the overall WTS design, prioritizing ease of use for the public, efficient traffic flow, and maximization of recyclable storage.

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:

Preliminary Engineering Report

For each project outlined above, the following items must be included in a PER:

1. Description of project components. Provide a general description of all project components involved in the project. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc.
2. Drawings showing the general layout and location of the existing site conditions and of the project components. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.

3. A feasibility analysis for the constructability of the project. Include a review of the existing conditions and note particular features, alignments, and circumstances affecting construction of project components.
4. The proposed method of construction. Indicate whether construction procurement will be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, the applicant's own forces, or a third-party construction manager.
5. The number of construction contracts anticipated. If multiple contracts are proposed, describe the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components.
6. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies.
7. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule.
8. An overall estimated project schedule. Include the number of months for each of the following:
 - i. design period;
 - ii. period of time to obtain required permits;
 - iii. period of time to obtain any required easements or rights-of-way;
 - iv. solicitation of bids and awarding of contracts, and
 - v. construction period.
9. Overall project budget breakdown. For each "cost classifications" line item, provide a breakdown of the proposed project costs and tasks that is consistent with the detailed construction cost estimate for the project provided in the PER.

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.

Quotes to assist with these services must be submitted to Bay Mills Tribal Administration by Wednesday February 9, 2022 4:00pm EST.

Please email quotes in PDF format to Eric Burt at eburt@baymills.org. Proposals received after the deadline will not be accepted. Please contact Eric Burt via email or at 231-633-0407 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 waste transfer station 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 subcontractors 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.
 10. 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.

Project Award

The rating factors and values to be used in award of this contract are as follows and out of a possible 100 points:

Criteria	Points
Relevant Experience:	
Demonstrated experience with Architectural and Engineering Services for waste transfer station projects on a similar scale	30
Demonstrated experience with Architectural and Engineering Services for Tribe’s	20
Qualifications	30
Cost	15
Indian Preference	5

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 Location Map
- WTS Rough Sketch

WTS Rough Design



Project Location Map



Proposed Waste Transfer Station

Maxar, Microsoft, Esri, NASA, NGA, USGS, Esri Community Maps Contributors, Province of Ontario, LTC, © OpenStreetMap, Microsoft, Esri Canada, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, NRCAN, Parks Canada, Province of Ontario, LTC, Esri Canada, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA, NRCAN, Parks Canada

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