



Request for Proposals

Bay Mills Resort and Casino Renovation of Conference Center, Hotel Guestrooms & Corridors

BACKGROUND INFORMATION

Bay Mills Resort and Casino is located at 11386 W. Lakeshore Drive, Brimley, MI 49715. Located on the shore of the St. Mary's River at the eastern edge of Lake Superior, Bay Mills Resort & Casino features a casino with over 600 slot machines and eight table games. Food and beverage offerings include Sacy's Restaurant, The Loft (at the golf course clubhouse) and Back Bay Grill & Games. The original resort includes a hotel with 139 rooms and almost 5,000 square feet of conference and function space, 124-pad Sunrise Park at Bay Mills RV Park and the 18-hole championship Wild Bluff golf course. In January 2026, the Resort Expansion opened to the public, which includes new 136-key connected hotel with indoor pool and fitness center, day spa/salon (2,600 square feet), gift/retail store with hotel sundries, snacks and logo merchandise, small arcade/game room and two meeting rooms (800 square feet - each).

With the Resort Expansion effort substantially complete, BMRC is looking for a qualified firm to assist with the renovation of the Horizon's Conference Center, and 100, 200, 300, and 400 series hotel guestrooms, corridors, and common areas (to include elevator lobby, stairwells, linen storage, vending areas). The original Resort/Casino was constructed in two phases, the original hotel (100/200 series), Casino, and Sacy's Restaurant in 1995, and the 300/400 series guestroom wing, Conference Center, and Back Bay Restaurant in 2000. In 2020-2021, the 100/200 series guestrooms received some modest upgrades. The space to be renovated includes:

Horizon's Conference Center: approximately 5,000 sq ft of meeting space.

100/200 Series Guestrooms: approximately 30,000 sq ft with 67 rooms.

300/400 Series Guestrooms: approximately 30,000 sq ft with 72 rooms.

PROJECT SCOPE

Full guestroom and corridor renovation, including, but not limited to:

- Remodel of guestroom bathroom areas
- Removal of sinks located outside of bathrooms/ incorporate in bathroom areas
- Introduction of patios where possible
- New finishes including flooring, wall covering, ceiling finish removal
- New case and soft goods
- Mechanical upgrades (A/C units may have to be relocated to accommodate proposed upgrades)
- Replace exterior doors
- Upgrade signage to match Resort Expansion
- Procurement of Furniture, Fixtures, and Equipment

Conference Center renovation, including, but not limited to:

- New finishes including flooring, wall covering, ceiling finish removal
- New case and soft goods, Procurement of Furniture, Fixtures, and Equipment
- Mechanical upgrades (lighting, sound equipment, etc.)

PROJECT SCHEDULE

The anticipated draft project schedule consists of:

- 2026 Q1 – RFP/Selection of A&E Firm
- 2026 Q3 – Complete design activities
- 2026 Q3 – Preparation of RFP's for general contractor, bidding and selection process
- 2026 Q4 to 2027 Q1 – Construction Phase 1: 300/400 Series Rooms
- 2027 Q2 to Q3– Construction Phase 2: 100/200 Series Rooms and Conference Center

SCOPE OF SERVICES

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 SERVICES

- 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/site documentation; notify Tribal POC as to areas regarding further investigation for an adequate design response.
- Provide a preliminary evaluation of the feasibility of the schedule, phasing, and budget requirements.
- As the Firm progresses with its review of the Project, it shall provide the Project Team with more specific estimates of all project costs. Such estimates should be provided for the Project Team's review and approval, and the Firm agrees to advise the Project Team if it appears that a prior estimate of project cost, at any phase, may exceed the latest approved Projects' budget and, if so, make recommendations for corrective action and/or value engineering.

DESIGN PHASE SERVICES

- Develop a schematic design that satisfies the design guidelines established for the project. Provide a preliminary cost estimate with a Value Engineering proposal, and cost information that addresses durability and maintenance of major materials for review.
- 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 documents and review with the Project Team. The presentation shall include a cost estimate, constructability review and potential value engineering.
- Provide Construction Documents, drawings and specifications, based on the approved Design documents.

CONSTRUCTION BID PHASE SERVICES

- Finalize construction drawings and technical specifications and prepare front-end documents (Instructions to Bidders, Bid Forms, General Conditions)
- Submit the final and complete construction documents to the Project Team. 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.
- Respond to Requests for Information from bidders. Prepare addenda, as needed, and revise documents if necessary.

Proposals must be submitted to the BMIC by 4pm on Friday, March 20th, 2026.

Please email proposals in PDF format to Brianna Gunka, Director of Planning and Development, at bgunka@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. Contact Brianna Gunka 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.

RFP SUBMISSION REQUIREMENTS

Interested Respondents are to provide a thorough submittal using the guidelines presented herein. Submittals should be prepared simply and economically, providing a straightforward, concise description of the Respondent's ability to meet the requirements of the RFP. Emphasis should be on conforming to the RFP instructions, responding to the RFP requirements/scope of services, and the completeness and clarity of content. The Respondent is expected to expand on the scope in their Qualifications, incorporating their expertise and proposed method or approach.

Proposal Submission

The following provides an outline of the information to be included to demonstrate the qualifications of the Respondent. This outline is not all-inclusive, and Respondents can add information as deemed appropriate.

1. Executive Summary: Include an Executive Summary detailing the Respondent's competence, qualifications, and past experience in providing the Services similar to those described in this RFP. The summary should explain the Respondent's understanding BMRC's needs and objectives, and how Respondent's qualifications and approach would assist BMRC in meeting those objectives.
2. Experience, Qualifications, and References: Respondent must provide detailed information regarding its previous experience providing services for large hospitality renovation projects, including cost estimating, and value engineering.
 - b. Provide information regarding Proposer's previous experience with hospitality projects with similar levels of complexity, coordination, and deadlines.
3. Project Schedule and Cost Estimate: Provide a comprehensive project schedule indicating how target dates will be met and identifying key dates for critical path items. Identify any risks associated with this schedule and how they will be mitigated. Provide a preliminary cost estimate based on the project scope and renderings provided. Identify any potential cost savings.
4. Project Team: Provide an organizational chart, the names, titles, description of role, and brief description of each proposed team member's experience qualifying him/her for the contract along with his/her resume. Indicate which company the individual works for if Respondent's team is a joint venture or includes subcontractors. The team must at the very least include the project manager and estimator.
7. Criminal or Civil Actions: Detail any criminal or civil investigation or pertinent litigation pending against your firm, or individuals within your firm, conducted within the past three (3) years. Also describe the nature of any conflicts of interest that you believe exist or may arise.

8. 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

In evaluating, BMIC will consider the following:

1. Quality of Past Performance/Demonstrated Experience: Whether the Respondent has provided appropriate reference examples of prior similar hospitality projects and the past performance on its engagements. The Tribe may solicit comments from previous clients concerning Respondent’s record of past performance.
2. Qualifications and Experience of Proposed Team: Respondent must have qualified personnel and experienced in the various aspects of the Services, proper licenses, and the capacity to perform the scope/scale of work required within the defined schedule. Resumes of the project team will be reviewed for experience with similar hospitality projects.
3. Project Approach: Strength of the Proposer’s approach to completing the project in a timely and successful manner, and capacity to provide cost estimating, value engineering, and other required services described herein. Projected project plan on how to work with and schedule the outside designers and vendors of the various components.
4. Fee Proposal: Best value and reasonable for the scope and complexity of the work within the allotted schedule.
5. Indian Preference

Scoring Matrix

| | Score Received: 1-5 | Weight | Weighted Scores |
|---|----------------------------|---------------|------------------------|
| Quality of Past Performance/Demonstrated Experience | | 25% | |
| Qualifications and Experience | | 20% | |
| Project Approach | | 25% | |
| Fee Proposal - reasonableness of rate schedule | | 25% | |
| Indian Preference | | 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



BMRC Site Map

Renovation Areas



Map Publication:
02/23/2026 2:08 PM



Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. EUP expresses no warranty for the information displayed on this map document.