

—REQUEST FOR PROPOSALS—

for the



TO

Hotel/Spa Vendors/Furniture Vendors

DUE

December 6, 2024

REQUESTED BY

Richard LeBlanc, General Manager
Bay Mills Resort & Casino
11386 W. Lakeshore Drive, Brimley, Michigan 49715

PROPOSAL & SELECTION TIMELINE

- **November 4, 2024:** RFP issued and advertised.
 - **November 22, 2024:** Pre-proposal questions (in writing) due.
 - **November 29, 2024:** Responses to pre-proposal questions issued.
 - **December 6:** Proposals due by 4 p.m. EST
 - **December 9-13, 2024:** Review of proposals.
 - **December 16, 2024:** Recommendation made to Executive Council @ Council meeting.
-

CONFIDENTIALITY STATEMENT

The information outlined in this RFP is confidential and only meant for the intended recipients. Any review, use, dissemination, distribution, or copying of the Tribal information enclosed is strictly prohibited. Likewise, the Bay Mills Indian Community (BMIC), Bay Mills Gaming Authority (BMGA), Bay Mills Resort & Casino (BMRC) and Bay Mills Business Holdings (BMBH), will not disclose, share, copy, disseminate, or distribute any information submitted by any vender outside our intended or necessary review and/or internal approval processes, which includes the Executive Council.

SUMMARY & BACKGROUND

The Bay Mills Indian Community (“BMIC” or the “Tribe”) is a federally recognized sovereign nation 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 have resided in this area since time immemorial. 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 2,206 enrolled Tribal members, with approximately 1,388 members living within the tri-county (Chippewa, Luce, and Mackinac counties) service area.

In 2021, BMIC reorganized the ownership and operation of its gaming activity by chartering the Bay Mills Gaming Authority (BMGA). This reorganization established the Gaming Authority Board of Directors and was established under a separate tax ID number (TIN) from the original Bay Mills Indian Community (BMIC) TIN. BMGA will be used throughout this RFP for that reason.

We operate Bay Mills Resort and Casino (BMGA), Wild Bluff Golf Course (BMGA), and the Sunrise RV Park and Campground (BMGA). This RFP is being issued on behalf of BMGA. During September 2023, BMGA broke ground on the new Expansion which is expected to be completed October 2025. The expansion will generate new employment opportunities, while providing new amenities and space for guests. The three-story waterfront resort expansion includes adding 135 additional rooms with balconies, a deli, spa with massage therapy rooms, pool with splash pad, hot tubs, nail salon, fitness center, arcade, conference space, and storefront. BMGA is looking for qualified firms to provide furniture for the below areas, delivery, and installations for the Resort Expansion. Vendors will be expected to work closely with the BMGA project team, architect, and general contractor. Particularly as we finalize data and power locations that must align with the desired furniture placement.

PROPOSAL GUIDELINES

This RFP represents the requirements for an open and competitive process. **Proposals will be accepted until 4 p.m. EST on December 6, 2024 via email or standard mail.** No proposals will be considered after the deadline. BMIC requires the proposals to be signed by an official agent or representative of any organization that submits a proposal.

RFP PURPOSE & DESCRIPTION

Purpose:

The purpose of this request for proposals (RFP) is to solicit a vendor to provide a comprehensive turn-key solution for the BMGA expansion, which includes design, delivery, and installation services tailored to the specific needs and requirements of the project. The proposer shall collaborate closely with the BMGA General Manager to ensure that the design meets all relevant standards and specifications while accommodating any unique preferences or needs. The proposer is responsible for managing the project timeline, budget, and compliance requirements, ensuring a seamless and satisfactory completion of the project. The proposer(s)

must also be responsive to any concerns of questions raised by the BMGA General Manager throughout the project and ensure seamless and satisfactory completion of the project. ***The furniture desired would include but not limited to, hotel, spa, fitness, pool, deli, welcome area furniture, lobby seating, conference rooms, office areas, roof top deck and room, and art in rooms and corridors.***

The hotel expansion will consist of 135 new hotel rooms, (12 VIP rooms, 41 King, 82 Queen). 6 of the King rooms must be ADA compliant, and all rooms must support a coffee bar, refrigeration and microwave, all rooms are double occupancy. Select rooms will also require balcony furniture. The front desk must have space to accommodate 3 workstations. The spa will consist of 5 service rooms, a welcome room and locker rooms. The pool area will have seating and will have a splash pad attached. The welcome bar will have seating available at the bar and dispersed throughout the area.

PROPOSAL REQUIREMENTS

The following items should be specifically addressed in the proposal submitted and must reference the item number below:

- 1 Company information.
 - a. Cover letter
 - b. Year organized
 - c. Number of clients.
 - d. Location of Corporate headquarters.
 - e. Prior experience with hotel, resort, or casino amenities.
- 2 Cost proposal outlining fees for all furniture, delivery, installation, and coordinated design services required by the scope of work, and any other applicable fees. The cost proposal should provide a breakdown of furniture styles.
- 3 Procurement, delivery, and installation schedule.
- 4 Contact information for the primary person on the account.
- 5 Sample contract if awarded.
- 6 Associations: Please describe any associations with other firms or any form of subcontracting planned for the project. Please include pertinent information as to subcontracted firms.
- 7 References: Please include a minimum of three (3) references that the BMIC can contact. Provide three references of significant subcontractors as well.
- 8 Disclosure of Claims: Please disclose any claims, lawsuits, or formal disputes for work or services previously or currently being performed.

SELECTION PROCESS AND TIMING

We will review all proposals based on the criteria outlined above and the evaluation criteria on the last page. The organization selected will be notified. Please specify if a formal presentation is desired via Zoom or FTF ahead of a potential request. Please include how long that presentation would be, if applicable. A presentation isn't required for potential selection.

DEADLINE & CONTACT INFORMATION

Those submitting a proposal must submit them by 4 p.m. EST on December 6, 2024. **Hard copy submissions are not required, though that is an option. Those mailing copies should send, at a minimum, 5 copies.** Please submit a digital copy to Stephanie Walden: slwalden@4baymills.com with the subject "**Hospitality RFP (your firm name)**" to ensure the emails are reviewed in a timely manner. A

response email will be sent to the applicable contact to confirm the receipt of each proposal. The mailing address for the paper copies is below:

Bay Mills Resort & Casino
Attn: Richard LeBlanc, General Manager
Bay Mills Resort & Casino
11386 W. Lakeshore Drive, Brimley, Michigan 49715

