

## REQUEST FOR PROPOSALS

### Custom Art of Traditional Native Foods

For FDL Food Distribution Program

The Fond du Lac Food Distribution Program is soliciting proposals from qualified individuals to create artwork incorporating Native American Traditional Foods. We are seeking individuals with experience in artwork. The custom work would be sold to FDL Food Distribution Program as their own rights to the art to use in all future signage, flyers, pamphlets, etc. The artwork needs to promote healthy nutrition eating, including Native American traditional foods. The selected artist will provide their artwork in png, jpg, format.

Fond du Lac Food Distribution program currently has some traditional Native foods included in the food package. These items include, Strawberries, Squash, Blueberries, Bison, Walleye, Catfish, and Wild Rice. Incorporating these foods in the artwork would promote healthy eating for our participants.

Timeline of work will be as soon as April 18<sup>th</sup> 2024 – July 1<sup>st</sup> 2024.

Please submit a proposal addressing the deliverables listed below along with your experience and credentials by May 28th, 2024 at 4:30 PM.

Attn: Natasha Cloud Food Distribution Manager

1720 Big Lake Rd Cloquet MN 55720

218-878-7505

[natashacloud@fdlrez.com](mailto:natashacloud@fdlrez.com)

- Credentials for artists are as follows: experience with large format design, one to two references, and examples of their work
- Artwork may not exceed \$2,500.

#### **Expected Deliverables**

- To design artwork promoting Native American Traditional Foods
- This will include preliminary sketches submitted for approval to Fond du Lac Food Dist. Program.

\*Art mediums could include, but are not limited to:

Paint, Photography, or Graphic Design.

## Bidding Conditions

For Fond du Lac Reservation Business Committee, Fond du Lac Management, Inc.,  
and Fond du Lac Development Corp. contracts

(Last modified: August 22, 2023)

The following bidding conditions apply to Fond du Lac Reservation Business Committee, Fond du Lac Management, Inc., and Fond du Lac Development Corp. (non-construction) contracts:

1. Applicability. These Bidding Conditions apply to all Band projects, except construction projects, whether on- or off-reservation (except as otherwise stated herein). A request for bid or advertisement may contain additional requirements above and beyond these Bidding Conditions, in which case those provisions control. In the event of a conflict between these Bidding Conditions and the request for bid or advertisement for a project, these Bidding Conditions control.
2. Fond du Lac Business License Ordinance. The Bidder acknowledges its responsibility to apply for a business license from the Fond du Lac Band of Lake Superior Chippewa as required under the Fond du Lac Business License Ordinance, FDL Ordinance #5/84 (available at the Band's official website at <http://www.fdlrez.com/government/fdlordinances.htm>). This is required whether a project is conducted on- or off-Reservation (and regardless of any language to the contrary in the Ordinance itself).
3. Fond du Lac Tribal Employment Rights Ordinance. The Bidder shall constitute a "contractor" under the Fond du Lac Tribal Employment Rights Ordinance, FDL Ordinance #12/94 (also available at the Band's official website), and shall abide by its applicable provisions, including its hiring and fee provisions. In accordance with Section 116 of FDL Ordinance #12/14, if the contract cost is \$250,000 or more, the Bidder shall pay a TERO fee of 3% of the contract cost as instructed by the Fond du Lac TERO Director.
4. Contractor's Drug Testing Policy. Bidder shall be responsible for maintaining a drug-free workplace. If the Bidder works or is expected to work on site on more than one day in a one-year period, the Bidder shall be subject to drug testing in accordance with Section XII of the Fond du Lac Band of Lake Superior Chippewa Employee Drug and Alcohol Testing Policy (copy available upon request). If the Bidder is an individual, then the Bidder shall be required to enter into an agreement, at the Bidder's cost, with the Fond du Lac Employee Compliance Department for drug and alcohol testing. If the Bidder is an organization consisting of two or more individuals, then the Bidder shall

implement the following drug and alcohol testing of all personnel and subcontractors utilized in on-site performance of the contract.

- a. Prohibited Substances. Testing shall, at minimum, include the following substances: (1) Alcohol (over .08 percent), (2) Cocaine, (3) Amphetamines, (4) Opiates, (5) Phencyclidine (PCP), and (6) Ecstasy.
  - b. Testing Requirements. (1) Pre-Placement: each employee or subcontractor must be tested before commencing on-site performance under this Contract; (2) Reasonable Suspicion: any on-site employee or subcontractor must be tested if there is reasonable suspicion that the employee or subcontractor is under the influence of alcohol or drugs; and (3) Post Accident: any employee or subcontractor who has caused or contributed to an accident at the worksite involving substantial property damage or any personal injury must be tested within 24 hours of the accident. Testing shall be performed through a licensed testing laboratory. Commercial vehicle drivers shall be tested in accordance with applicable DOT regulations.
  - c. Recordkeeping Requirements. Bidder shall maintain records of its compliance with this section for a period of at least two years following completion of the project.
5. Fond du Lac Reservation Statement of Enrollment and Residency for State Income Tax Purposes. Eligible Band members are exempt from state income tax for on-reservation work. The Bidder shall cooperate with the exercise of state income tax immunity for eligible Band members and shall submit the form required for this exemption. This form shall be provided to the Bidder.
  6. Excise Taxation on Materials. The Fond du Lac Band of Lake Superior Chippewa is exempt from Minnesota excise tax on the purchase of materials to be used in the performance of this Project. For on-reservation projects, the Contractor shall be responsible for completing and providing to the seller a certificate of exemption, Minnesota Revenue Form ST3 (as may be amended). For off-reservation projects, the Contractor shall be responsible for establishing and maintaining an appropriate purchasing program to preserve the tax exemption.

## Contracting Conditions

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and Fond du Lac Development Corp. contracts  
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