

1 **MEP INVITATION TO BID (Rev 1/2023)**  
2 DIVISION OF FACILITIES DEVELOPMENT

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4 **ELEVATOR MODERNIZATION**  
5 **STATE ADMINISTRATION BUILDING**  
6 **DEPARTMENT OF ADMINISTRATION**  
7 **MADISON, WISCONSIN**

8  
9 Division Project No. 19K2P

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11 **BID SUBMISSION DUE by 1:00PM, BID OPENING for MEP BIDDERS: 2:00 P.M., January 23,**  
12 **2024.**

13 **BID SUBMISSION DUE by 1:00 PM, BID OPENING for GPC BIDDERS: 2:00 P.M., February 6,**  
14 **2024.**

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16 OWNER: State of Wisconsin, Department of Administration (DOA), Division of Facilities Development,  
17 hereinafter termed DFD.

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19 **All potential bidders must be certified by DOA prior to submitting bids on state construction**  
20 **projects over \$50,000.** All bids received from contractors who are not certified will be rejected. Contractor  
21 certification applications and instructions for completing the form may be obtained from the DOA Website  
22 DFD Contractor Certification page: <https://doa.wi.gov/Pages/DoingBusiness/ContractorCertification.aspx>  
23 or upon request from DFD-- email [dfdcertification@wisconsin.gov](mailto:dfdcertification@wisconsin.gov).

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25 This project is being let using the single prime bidding and contracting process. DFD will publicly bid the  
26 applicable mechanical, electrical, plumbing, and fire protection (MEP) divisions of work **first**. Within 5  
27 days of the MEP bid opening, DFD will identify a lowest, qualified, responsible, certified bidder in each  
28 applicable MEP division of work. These successful MEP bids must be included in all general prime  
29 contractor bids received. No later than 5 days after DFD identifies the successful MEP bids, DFD will  
30 publicly open general prime contractor bids. **General prime contractor bids that do not include the**  
31 **successful MEP bids will be rejected.** The state will enter into a single contract with the lowest, qualified,  
32 responsible, certified general prime contractor and this general prime contractor will enter into subcontracts  
33 with the successful MEP bidders.

34  
35 Sealed bids will be received as follows, before the time indicated above:

- 36 • **PDF scanned file of all required bid documents, including bid and bid bond forms with**  
37 **original wet signatures or properly transmitted electronic signatures (only PDF files will be**  
38 **accepted) emailed to [loadfdmbidsubmission@wisconsin.gov](mailto:loadfdmbidsubmission@wisconsin.gov) (this is the preferred method);**
- 39 • **US Mail or Third-party delivery (UPS, Fedex, or DHL) to State of Wisconsin,**  
40 **Administration Building, 7<sup>th</sup> Floor, 101 East Wilson Street, Madison, Wisconsin 53703; or**
- 41 • **Hand delivery to the drop box labeled SEALED BIDS ONLY in front of the State of**  
42 **Wisconsin Administration Building located at 101 East Wilson Street, Madison, Wisconsin**  
43 **53703.**

44  
45 The bidder is responsible for the sealed bid being delivered to the indicated location or email before the  
46 time specified for the bid submission. Third party delivery is entirely at the bidder's risk.  
47 Bid opening will be conducted via Microsoft Teams. Bidders may call the Microsoft Teams teleconference  
48 number: (608) 571-2209, conference ID: 484 588 360#, on the day of the bid to hear the bid results  
49 announced on the day bids are due. The conference line will be open at 1:45 P.M. CDT and all bids will be  
50 opened after 2:00 P.M. CDT. Bidders may also join the Microsoft Teams meeting via Microsoft Teams:  
51 [Click here to join the meeting](#)

52  
53 In general, the work consists of: renovation and replacement of 5 elevators and related equipment. Work  
54 includes replacement of all machine room equipment and control systems. Replacement of control stations,  
55 and interior finishes to the cab and hoistway doors. An elevator monitoring system will be installed. Fire

1 Fighter Service operation will be provided. A fully regenerative drive will be installed. Electrical  
2 improvements to support elevator equipment. Finish work includes painting elevator equipment room and  
3 elevator hoistway doors. Lighting replaced in elevator equipment room, elevator lobbies, shaft, and elevator  
4 pit.

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6 **CLASS 1 NOTICE:**

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8 **Notice is hereby given in accordance with Section 16.855(10), Wisconsin Statutes, that the Division**  
9 **believes it is in the best interests of the State to contract the following work from only one source,**  
10 **without the usual statutory procedures:**

- 11  
12 • **Fire Detection and Alarm per section 28 31 00 - Honeywell fire alarm system.**

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14 Bidding documents (drawings, specifications, and addenda) may be obtained only as electronic files (in  
15 PDF format); as a downloadable file from the Division's Projects Bidding website (see website address  
16 below) and/or on compact discs or DVD by ordering from the Construction Project Bidding Opportunities  
17 webpage. Bidding documents may also be seen at various Builders' Exchanges. Additional project bidding  
18 information, including plan holders lists are available on the Division of Facilities Development public  
19 website: <https://doa.wi.gov/Pages/AboutDOA/FacilitiesDevelopment.aspx>. After opening the web page,  
20 select Current Construction Project Bidding Opportunities at the bottom of the screen. Bidder shall identify  
21 the division of work they are bidding on when requesting Bidding Documents online. No deposit is  
22 required to obtain documents for bidding purposes.

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24 **Base Bids will be received as a single lump sum bid for: 5) Electrical.**

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26 Bid Guarantee in the amount of 10% of the Bid must accompany each bid submitted.

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28 **NOTICE: The 2017-2019 Wisconsin State Budget (2017 Wisconsin Act 59) repealed Wisconsin's**  
29 **prevailing wage laws. Effective September 23, 2017, state prevailing wage requirements on state**  
30 **building projects no longer apply. These changes take effect for projects advertised for bid after**  
31 **September 23, 2017. This change does not affect the Federal Davis Bacon Act requirements.**

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33 A non-mandatory pre-bid tour is scheduled for December 21, 2023, beginning at 10 AM. at 101 East Wilson  
34 Street. Participants should meet in the First Floor lobby using the main door entrance facing East Wilson. It  
35 is encouraged that contractors attend. Please contact Aro Eberle Architects, Kim Spoden, 608-204-7464 ext  
36 119, [kspoden@aroeberle.com](mailto:kspoden@aroeberle.com) for additional information.

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38 Bidding Documents will be available online immediately upon the project being advertised for bid.

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