

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

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4 **NEW HEALTH SERVICES UNIT AND RESTRICTIVE HOUSING UNIT EXPANSION**  
5 **WISCONSIN SECURE PROGRAM FACILITY**  
6 **DEPARTMENT OF CORRECTIONS**  
7 **BOSCOBEL, WISCONSIN**

8  
9 Division Project No. 2111H

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11 **BID SUBMISSION DUE by 1:00PM, BID OPENING for MEP BIDDERS: 2:00 P.M., FEBRUARY**  
12 **15, 2024.**

13 **BID SUBMISSION DUE by 1:00 PM, BID OPENING for GPC BIDDERS: 2:00 P.M., FEBRUARY**  
14 **29, 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 1. **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 [doadfdbidsubmission@wisconsin.gov](mailto:doadfdbidsubmission@wisconsin.gov) (this is the preferred method);**  
39 2. **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 3. **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.**

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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](#)

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53 In general, the work consists of: the construction of a new Health Services Unit (HSU) addition and  
54 remodel the existing HSU to expand the restrictive housing unit (RHU) Program space at the Wisconsin  
55 Secure Program Facility (WSPF) in Boscobel, Wisconsin. The project will meet the medical, dental, and

1 therapeutic needs of the maximum-security population. The new HSU will include: waiting area,  
2 examination rooms, staff offices and workspace, medical record storage, medication and supply rooms,  
3 dental operatory, laboratory space, telemedicine systems, an officer station and related storage space. The  
4 new Program space will include individual and group program rooms, clinical staff offices, record storage,  
5 “Monarch” group treatment room and secure observation areas.

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

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17 **Base Bids will be received as a single lump sum bid for: 2) Fire Protection (Fire Suppression); 3)**  
18 **Plumbing; 4) Mechanical (Heating, Ventilating, Air Conditioning); and 5) Electrical.**

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

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

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27 A pre-bid tour is scheduled on Thursday, January 25, 2024 at 10:00 a.m. and attendance is highly  
28 recommended. Preregistration is REQUIRED for all to attend pre-bid tour, please contact Stan Potratz at the  
29 following e-mail address: [Stanley.Potratz@wisconsin.gov](mailto:Stanley.Potratz@wisconsin.gov) at least 72 hours in advance. Any person not  
30 preregistered will NOT be allowed to attend pre-bid tour. Contractors are to provide their full name (including  
31 middle name), date of birth and state of residency. Contact at Wisconsin Secure Program Facility is Stanley  
32 Potratz (608) 375-5656 ext.3400.

33  
34 VENTURE ARCHITECTS, LLC  
35 Contact: John Sucharski  
36 [John.Sucharski@ventarch.com](mailto:John.Sucharski@ventarch.com)  
37 (414) 918-1468

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

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