

1 **MEP INVITATION TO BID** (Rev 11/2017)  
2 DIVISION OF FACILITIES DEVELOPMENT

3  
4 **FOOD SERVICE TUNNEL REPAIRS**  
5 **WINNEBAGO MENTAL HEALTH INSTITUTE**  
6 **DEPARTMENT OF HEALTH SERVICES**  
7 **WINNEBAGO, WISCONSIN**

8  
9  
10 Division Project No. 21J1V

11  
12 **BID SUBMISSION DUE by 1:00PM, BID OPENING for MEP BIDDERS: 2:00 P.M., February 22,**  
13 **2023.**

14 **BID SUBMISSION DUE by 1:00 PM, BID OPENING for GPC BIDDERS: 2:00 P.M., March 8,**  
15 **2023.**

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

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

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

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

- 37 • **PDF scanned file of all required bid documents, including bid and bid bond forms with**  
38 **original wet signatures or properly transmitted electronic signatures (only PDF files will be**  
39 **accepted) emailed to [loadfdmbidsubmission@wisconsin.gov](mailto:loadfdmbidsubmission@wisconsin.gov) (this is the preferred method);**
- 40 • **US Mail or Third-party delivery (UPS, Fedex, or DHL) to State of Wisconsin,**  
41 **Administration Building, 7<sup>th</sup> Floor, 101 East Wilson Street, Madison, Wisconsin 53703; or**
- 42 • **Hand delivery to the drop box labeled SEALED BIDS ONLY in front of the State of**  
43 **Wisconsin Administration Building located at 101 East Wilson Street, Madison, Wisconsin**  
44 **53703.**

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

1 In general, the work consists of reconstructing the existing 200 foot long service tunnel that exits the Food  
2 Service Building. Damaged concrete sections will be removed and replaced. This includes the entire roof  
3 which is above ground as well as damaged wall sections. The top and sides of the reconstructed tunnel will  
4 be waterproofed and insulated. Heating and lighting systems inside the tunnel will be replaced. Exterior  
5 lights and guardrail at the top of the tunnel will be replaced. Disturbed landscaping will be restored. All  
6 work will need to be phased to allow use of the tunnel by staff during peak hours of operation  
7

8 **CLASS 1 NOTICE:**  
9

10 **Notice is hereby given in accordance with Section 16.855(10), Wisconsin Statutes, that the Division**  
11 **believes it is in the best interests of the State to contract the following work from only one source,**  
12 **without the usual statutory procedures:**  
13

14 • **Section 28 31 00 – Fire Detection and Alarm**  
15

16 Bidding documents (drawings, specifications, and addenda) may be obtained only as electronic files (in  
17 PDF format): as a downloadable file from the Division’s Projects Bidding website (see website address  
18 below) and/or on compact discs or DVD by ordering from the Construction Project Bidding Opportunities  
19 webpage. Bidding documents may also be seen at various Builders' Exchanges. Additional project bidding  
20 information, including plan holders lists are available on the Division of Facilities Development public  
21 website: <https://doa.wi.gov/Pages/AboutDOA/FacilitiesDevelopment.aspx>. After opening the web page,  
22 select Current Construction Project Bidding Opportunities at the bottom of the screen. Bidder shall identify  
23 the division of work they are bidding on when requesting Bidding Documents online. No deposit is  
24 required to obtain documents for bidding purposes.  
25

26 **Base Bids will be received as a single lump sum bid for: 4) Mechanical (Heating, Ventilating, Air**  
27 **Conditioning); and 5) Electrical.**  
28

29 Bid Guarantee in the amount of 10% of the Bid must accompany each bid submitted.  
30

31 **NOTICE: The 2017-2019 Wisconsin State Budget (2017 Wisconsin Act 59) repealed Wisconsin’s**  
32 **prevailing wage laws. Effective September 23, 2017, state prevailing wage requirements on state**  
33 **building projects no longer apply. These changes take effect for projects advertised for bid after**  
34 **September 23, 2017. This change does not affect the Federal Davis Bacon Act requirements.**  
35

36 A non-mandatory pre-bid conference will be held on February 2, 2023, promptly at 9:00am. Any party  
37 interested in attending will be required to contact Robert Otremba at [robert.otremba@wisconsin.gov](mailto:robert.otremba@wisconsin.gov).  
38 Contractors are required to contact Robert Otremba no later than three(3) days prior to the pre-bid date. Items  
39 of note about the pre-bid walk through:

- 40 1. Contractors are to meet at the WMHI Administration Building lobby at 9:00am on February  
41 2, 2023. Contractors will be screened in the lobby and provided a surgical mask that they may  
42 have to wear.
- 43 2. The group will be escorted to the auditorium in the Administration Building to discuss the  
44 project.
- 45 3. Contractors will be escorted to the food service tunnel.
- 46 4. Contractors can walk outside where the current tunnel is.
- 47 5. Only one (1) representative per contractor will be allowed for the pre-bid.  
48

49 Bidding Documents will be available online immediately upon the project being advertised for bid.  
50  
51

\*\*\*