

## ADVERTISEMENT FOR BIDS

On behalf of the Town of Shelby (Owner), ADCI (Architect) will receive electronic bids, via VirtuBid, on a Single Prime Contract for the Town of Shelby – Shelby Town Hall Roof Project, located at 2800 Ward Avenue, La Crosse, Wisconsin 54601 for:

In general, the base bid consists of demolition of approximately 2,200 sf of existing elastomeric membrane roofing, related flashing, limited sheet metal coping with fascia, and scupper drains located on an existing one-story town hall; as well as furnishing and installing new elastomeric membrane roofing, flashing, limited sheet metal coping with fascia, and scupper drains. Alternates and unit prices are also being requested for demolition existing roof insulation and vapor barrier; as well as, furnishing and installing new roof insulation and vapor barrier.

A pre-bid meeting will not be held for this project bid. Contractors are encouraged to view the building site (located at 2800 Ward Avenue, La Crosse, Wisconsin 54601; located across the street from the current Town Fire Station building) in-person during the bidding process, to gain an understanding of the existing conditions. Please contact the Town at 608.788.1032 to set up a time to view the site.

AD FOR BIDS: Posted April 15, 2025 and April 22, 2025.  
BID DOCUMENTS RELEASED: 10:00 AM local time April 16, 2025.  
ELECTRONIC BIDS DUE: 10:00 AM local time, May 2, 2025.

BID DELIVERY: Bids will be received electronically through QuestCDN vBid Online ONLY. The online bid portal will be open for vBid starting April 25, 2025. No paper bids will be accepted.

BID OPENING: A public bid opening will take place via teleconference 10:30 AM local time, May 2, 2025. Teleconference phone-in number is 608-300-8790, Phone Conference ID# 319 877 694.

BID AWARD: Anticipated May 6, 2025 per expected Town of Shelby Town Board review and approval process.

CONSTRUCTION START: After Notice to Proceed, Anticipated to be June/July 2025.  
CONSTRUCTION TERM: Calendar days; Anticipated to be 30.

### GENERAL BID INFORMATION AND REQUIREMENTS:

1. Paper Bids or Late Bids will not be accepted. Bids must be electronically submitted.
2. No Bid proposal may be withdrawn for a period of sixty (60) days after the Bid submittal.
3. Bids shall be on a Stipulated Sum basis. Segregated bids will not be accepted.
4. Any contractor whose name appears on the State of Wisconsin's Debarred List shall be ineligible.
5. Owner is a tax exempt entity.
6. State and/or Federal Prevailing Wage Rates do not apply to this project.
7. Owner reserves the right to accept or reject any or all Bids, and to waive technicalities in any Bid or part thereof, and to accept the Bid deemed to be in their best interest, based on Base Bid, or Base Bid and any combination of accepted Alternate Bids.
8. Refer to full Bidding requirements described in Document 00 2113 – Instructions To Bidders.

Bidding information can be downloaded at [www.adcidesign.com](http://www.adcidesign.com) OR at [www.questcdn.com](http://www.questcdn.com) under login using QuestCDN #9635458 for a non-refundable charge of \$42.00. Contact QuestCDN.com at 952.233.1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in membership registration, downloading this digital project information and vBid Online Bid Submittal. To submit a vBid online bid you must download the project bid document file from QuestCDN which will add you to the plan holders list and gain you access to vBid Online Bidding. Bidders will be charged a fee of \$42.00 to submit a bid electronically.

Bid Documents may be viewed in person at:

1. The Architect's Office: Architectural Design Consultants, Inc. (ADCI), located at 30 Wisconsin Dells Parkway, Wisconsin Dells, WI 53965. Please call 608.254.6181 in advance to schedule plan viewing time.

Direct bid questions in writing to David Cameron of ADCI at [d.cameron@adcidesign.com](mailto:d.cameron@adcidesign.com).