

**OUTAGAMIE COUNTY**  
**REQUEST FOR BID**  
**FOR**  
**CONSTRUCTION OF**  
**HORTONIA HIGHWAY FACILITY**

**Due Date: May 27, 2026 – 2:00 p.m. CT**

Site Visit: There will be one non-mandatory site visit on May 5<sup>th</sup> at 8:00 am  
Reference RFB Section 3.0 for details

## 1.0 **Overview & Scope of Service**

Outagamie County is seeking bids for the construction of a new highway facility at W9590 Givens Rd in Hortonville, WI.

The project includes a heated shop and storage garage with attached office space, cold storage building, scale foundation, and associated site work, including lighting and security features on a 12-acre site located in the Town of Hortonville. The selected contractor shall also coordinate with the County for owner-procured supplies and installed items including but not limited to site utilities (electric, natural gas), well, septic systems, fuel island, truck scale, outdoor material storage bins and interior jib crane.

### **Scope of Service**

Provide all labor and materials needed to complete scope of work as outlined in the following:

- Project Specifications and Construction Drawings per Excel Engineering's plan set dated March 31, 2026 (118 pages)

Project will be a lump sum base bid and six alternates.

- Alternate A1: Single pole-mounted light fixture in lieu of canopy structure for proposed fuel island.
- Alternate A2: Baracade Silane 40 (SC-3) sealed concrete in lieu of Corvixx Polymer – CXE-600 (SC-1) sealed concrete within the heated truck storage area
- Alternate A3: Contractor to provide all work associated with installing the truck scale including all required infrastructure to provide a fully-functioning, owner-furnished truck scale. (Note: conduit from shop building to the truck scale location shall be installed regardless of whether the truck scale foundation alternative is accepted).
- Alternate A4A: Provide a breakout price for the construction of the Cold Storage Building as shown on the plan drawings, including all work required to accommodate the planned future expansion as indicated on the construction plans.
- Alternate A4B: Provide an alternate price for the construction of an enlarged Cold Storage Building, including both the Base Bid scope and indicated future expansion area as shown on the plan drawings.
- Alternate A5: Provide an alternate price for aluminum feeders for any feeders larger than 100A.
- Alternate A6: Provide an alternate price for infrastructure related to support an above-ground fuel tank storage alternate based upon the County's provided fuel island design (in lieu of a below-ground fuel storage system).

## 2.0 **Completion and Liquidated Damages**

A letter of intent will be issued by end of day June 3, 2026 with a contract issued no later than end of day June 17, 2026.

The awarded contractor must achieve substantial completion of project no later than 3:00 pm CT August 13, 2027. Failure to achieve substantial completion by August 13, 2027 will result in a \$500.00 per calendar day in liquidated damages.

### 3.0 **Site Visit and Vendor Questions**

There will be one non-mandatory site visit on May 5<sup>th</sup> at 8:00 am. Interested bidders and sub-contractors should meet at the Appleton Highway Department, located at 1313 Holland Rd in Appleton.

The deadline for vendor questions will be 1:00 pm May 8<sup>th</sup>. All questions will be answered online at [www.outagamie.gov](http://www.outagamie.gov) under Bids & Proposals no later than end of day May 15<sup>th</sup>.

### 4.0 **Contract**

AIA A101-2017, as modified by Owner and the associated General Conditions, AIA A201-2017, as modified by Owner will be the only contract that is used, without additional changes.

### 5.0 **Insurance, Indemnification & Responsible Bidder**

The awarded bidder must comply with the requirements set forth in Attachment A. Complete and return Attachment A with your bid, however the Certificate of Insurance is only required form the awarded bidder.

### 6.0 **Bid and Performance Bond**

Each bid submitted must be accompanied by a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. **Failure to submit a bid bond will result in the rejection of your bid.**

In the event the successful bidder is unable or unwilling to perform pursuant to the terms and conditions of its accepted bid, Outagamie County will cause the forfeiture of the full amount of the bond. Cashier/Certified checks will not be acceptable for a bid bond.

The awarded firm will be required to obtain a performance and payment bond equal to the contract sum.

### 7.0 **References**

Provide a minimum of three and maximum of five references for similar projects. Include the project description, size, date of completion and location (customer name, city and state). Also provide the contact name, phone number and email address. Failure to provide may result in the rejection of your bid.

## 8.0 Contact Information

### Technical Information

Kelly Widzinski  
Excel Engineering  
(920) 322-1729  
[Kelly.Widzinski@excelengineer.com](mailto:Kelly.Widzinski@excelengineer.com)

### Site Information

Curtis Riedy  
Highway Commissioner  
(920) 841-5673  
[curtis.riedy@outagamie.org](mailto:curtis.riedy@outagamie.org)

### Purchasing & Contract Information

Nicole Schoultz  
Procurement Coordinator, Outagamie County  
(920) 832-6083  
[Nicole.Schoultz@outagamie.gov](mailto:Nicole.Schoultz@outagamie.gov)

## 9.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request from the County's contact person(s) additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in a written addendum prior to the Bid due date. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at [www.outagamie.gov](http://www.outagamie.gov) under Bids / Proposals. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

Any questions that come up and require additional information will be posted online at [www.outagamie.gov](http://www.outagamie.gov) under Bids / Proposals.

## 10.0 County Reservation

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on

- Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
  - d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
  - e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
  - f. Outagamie County reserves the right to request clarifications for any bid.

#### 11.0 **Closing Date**

Outagamie County will receive sealed bids up to 2:00 p.m. CT May 27, 2026. Late bids will not be accepted.

Send bids using a commercial carrier or USPS to –  
Outagamie County Purchasing  
Attn: Nicole Schoultz  
320 S Walnut St  
Appleton, WI 54911

Hand delivery of bids:

Bids that are hand delivered must be deposited in the secure bid deposit box. This secure box is located inside the Door #1 entrance of the County Government Center located at 320 S Walnut St in Appleton. Box is located on the far or east side of the Door #1 entry vestibule. The secure bid deposit box is accessible Monday – Friday (excluding County observed holidays) from 7:30am – 5:00pm. Since this secure box is under 24x7 video surveillance, no bid receipt will be given.

The sealed envelope containing your bid shall show the name of the bidder and must be clearly marked "**Bid –Hortonia Highway Facility**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 2:00 pm on May 27<sup>th</sup> inside the Door #1 entrance of the County Government Center.

#### 12.0 **Method of Procurement**

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

#### 13.0 **Taxes**

Effective January 1, 2016 all materials used on this project is tax-exempt under Wisconsin State Statute 77.54(9m).

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**Bid Dues:** May 27, 2026- 2:00 p.m. CT

**Deliver Bids To:** Outagamie County  
Attn: Nicole Schoultz, Purchasing  
320 S Walnut St  
Appleton, WI 54911  
*If hand delivering, see note in Section 11.0*

Lump Sum Bid \$ _____
<i>Written:</i>  _____ Dollars and _____ Cents

**Include Bid Bond, Completed Attachment A and References**

Acknowledgement of Addendum(s)

Addendum \_\_\_\_\_ Date Issued \_\_\_\_\_

Addendum \_\_\_\_\_ Date Issued \_\_\_\_\_

Firm Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Title/Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**OUTAGAMIE COUNTY BID FORM**  
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All bid alternates shall be marked as an addition or deduction to the lump sum base bid.

**Alternate No. A1**

Single pole-mounted light fixture in lieu of canopy structure for fuel island

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A2**

Barcade Silane 40 (SC-3) sealer in lieu of Corvixx Plymer – CXE-600 (SC-1) sealer within heated truck storage area

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A3**

Provide all work to install a fully-functioning, County-furnished truck scale including all required infrastructure

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A4a**

Construction of the base bid Cold Storage Building, with accommodations necessary to allow for future facility expansion shown on the plan drawings.

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A4b**

Construction of an enlarged Cold Storage Building, as indicated by future expansion area shown on the plan drawings.

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A5**

Aluminum feeders for any feeders larger than 100A

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction

**Alternate No. A6**

Infrastructure related to support a County-furnished, above-ground fuel tank storage system in lieu of a below-ground fuel storage system

\$ \_\_\_\_\_ Addition \_\_\_\_\_ Deduction