

REQUEST FOR PROPOSALS (RFP)
Orchard Manor Roof Replacement Project
Grant County, Wisconsin

I. INTRODUCTION

Grant County, Wisconsin is requesting sealed proposals from qualified and licensed contractors to remove and replace the shingles at Orchard Manor, located at **8800 Hwy 61/35/81, Lancaster, WI 53813**.

This public works project shall comply with all applicable Wisconsin statutes and local ordinances governing procurement, contracting, and construction for public entities.

II. PROJECT OVERVIEW

This project involves:

- Removal of existing roof system
- Install new GAF 40-year Architectural Shingle.
- Project to start in April 2026

Option#1

Install new 6" K Gutter in both courtyards to the north and south of the main entrance

Option #2

Install new 6" K gutter on entire building.

Frontage road project will be underway at the same time as the roof project.

A site visit is strongly recommended. A scheduled walkthrough will be held on **November 10, 2025 at 1:00 PM** at the main entrance. For questions or to arrange an alternate site visit, contact:

Garry Pluemer
Facilities and Maintenance Director
Email: gpluemer@co.grant.wi.gov
Phone: (608) 723-6438

III. SCOPE OF WORK

The selected contractor shall:

1. **Remove** all shingles, roof edge, valley material.
2. **Dispose** of all waste off site
3. **Install** a GAF 40-year shingle
4. **New** shingle to match existing in color and design
5. **Follow** manufacturer's specification for a 40-year warranty.
6. **Install** manufacturer's recommended felt and ice shield
7. **Valleys** shall be shingled
8. **New** flashing at all penetrations.

9. **New** flashing at all roof top units
10. **New** flashing at all exhaust fans and associated duct work
11. **Exiting** K gutter to remain.
12. **Once** project has started contractor shall stay on project until completed
13. **Present** in writing proof of manufactures warrantee.
14. **Contractor** is to follow all OSHA safety regulations
15. **All** employees working on site are legal citizens of the United States of America

Contractor must be responsible for all labor, materials, permits, and final inspection compliance.

IV. SUBMISSION REQUIREMENTS

Proposals shall include:

- Detailed design and product specifications.
- Project timeline.
- Total cost estimate.
- Proof of licensure and insurance.
- References from similar projects completed within the past five (5) years.

V. PROPOSAL DEADLINE

All proposals must be received by **4:00 PM on November 20, 2025**.

Submit via email to:

- **County Clerk** at: countyclerk@co.grant.wi.gov
- **Garry Pluemer** at: gpluemer@co.grant.wi.gov

Or deliver in person or by mail to:

Grant County Clerk's Office
111 S. Jefferson St.
Lancaster, WI 53813

VI. CONTRACT AWARD

Grant County reserves the right to reject any or all proposals, waive any technicalities or irregularities, and award the contract in the best interest of the County. Award will be based on qualifications, cost, design approach, and ability to complete the project in coordination with the roadwork schedule.

VII. ATTACHMENTS

None