

TOWN OF AZTALAN, JEFFERSON COUNTY, WI

BID FORM

PROJECT: AZTALAN SHOP ROOF PROJECT

DATE: MAY 29, 2026, PRE-BID MEETING @ 9:00 am

BIDS DUE: June 9, 2026, not later than 5:00 pm

MAIL/DROPOFF:

Town Clerk
N5070 Martin Rd
Jefferson WI 53549

EMAIL: clerk@townofaztalan.wi.gov

TO: Town of Aztalan

Name of Bidding Entity

of

Street

City

Zip

Phone

hereby agree(s) to execute the proposed contract and to furnish a certificate of insurance and Performance and Payment Bonds and to provide all labor and materials required for the construction of the project designated above and for the prices set forth below.

1. BASE BID

Base Bid includes all work required to complete removal and replacement of the existing steel roof, in accordance with the Scope of Work, for the sum of:

_____ Dollars (\$ _____)

2. ADDENDUM RECEIPT

The undersigned hereby acknowledges receipt and inclusion into this Bid Form of Addendum No. ____ thru ____.

3. FAMILIARITY WITH PROJECT CONDITIONS

The undersigned acknowledges having visited the project site, become familiar with existing conditions, **and attended the Pre-Bid Meeting.**

4. COMMENCEMENT, PROGRESS AND COMPLETION OF WORK

The undersigned agrees, if awarded the contract, to commence the work within one hundred twenty (120) calendar days upon receipt of the Town of Aztalan’s written “Notice to Proceed” or award of Contract.

The undersigned further agrees to complete the work within 30 days of project commencement.

TOWN OF AZTALAN, JEFFERSON COUNTY, WI

The undersigned understands that time is of the essence and agrees that the specified time period for completion stated above is a reasonable time for the completion of the work.

5. MANDATORY ALTERNATE BIDS

ALTERNATE NO. 1 – UNFORESEEN SUBSURFACE CONDITIONS

All work required to address unforeseen subsurface conditions shall be charged at the following rates:

\$_____ hourly labor rate

_____ percentage mark-up for materials

6. BID ACCEPTANCE

All Bids, as stated above, are effective and open for acceptance by the Town of Aztalan for a period of sixty (60) days after the date set for opening of bids.

7. SIGNATURE

FIRM NAME: _____

BY: _____

TITLE: _____

DATED: _____

SEAL _____

(If Bid is by Corporation)

* * *

SCOPE OF WORK

BASE BID

Contractor shall:

1. This Agreement will be for a full service and shall include all design, labor, materials, equipment, delivery, haul-away, hoisting, unload, and distribution of all roofing materials, and incidentals required to completely construct and make fully operational the Scope of Work.
2. Supply and install all new roofing materials according to manufacturer's installation specifications.
3. Remove the existing steel roof.
4. Install 26-gauge metal with a drip lip to meet current code to all perimeter rakes and eaves.
5. Install new pipe flashings to all plumbing vent stacks/boots.
6. Clean up daily, and upon completion.
7. Provide for protection and security of stored and installed materials. Limit use of site and premises for storage and work required to complete the Scope of Work.
8. Coordinate project close-out with Town Board, clean surfaces exposed to view; remove temporary labels, stains and foreign substances. Remove waste and surplus materials, rubbish, and construction facilities from the site.
9. Follow all safety codes and all minimum required building codes.