

## Section 00100

### INVITATION TO BID

INTERSTATE ROOF SYSTEMS CONSULTANTS, INC.  
16680 W. Cleveland Ave.  
New Berlin, WI 53151  
Phone 262-336-8270

PROJECT: Jefferson County Courthouse  
LOCATION: 311 S Center Ave, Jefferson  
WI 53549  
IRSC PROJECT # 7502.PMSQ23  
INVITATION DATE: June 9, 2023

You are invited to bid on a Single Ply Roofing Replacement Contract. The property, an existing multiple-story multiple-level occupied government building, has approximately 22,800 square feet of roof field involved in this project. Bids shall be on a Lump Sum basis: Unit and Time/Material pricing shall be required for the repair of latent defects.

The work shall proceed in the summer of 2023. Approximately 11,800 square feet The Base Bid work shall be completed on/or before October 1<sup>st</sup>, 2023 and the remainder by October 20<sup>th</sup>.

**Bids shall be received until 9:00 AM CT on Friday July 7<sup>th</sup>, 2023 by the following party:**

Mr. Ben Wehmeier  
County Administrator  
1425 S Wisconsin Drive  
Jefferson, WI 53549  
[BenjaminW@jeffersoncountywi.gov](mailto:BenjaminW@jeffersoncountywi.gov)

Bids received after this time shall not be accepted. Please email a copy of your bid to Ben Wehmeier in addition to submitting a hard copy prior to the bid closing time either at the bid opening location or mailed to Ben Wehmeier prior. Bids shall be opened publicly at the Jefferson County Highway Department Building located at 1425 S Wisconsin Drive, Jefferson WI 53549 in the Highway Committee Conference Room after the designated Bid closing time. Faxed bids will not be accepted.

Bidding Documents may be examined during normal business hours (Monday – Friday, 8:00AM – 5:00PM) at address of the consultant. Electronic copies will be available to pre-qualified bidders prior to the pre-bid meeting. Only Pre-qualified bidders may receive documents.

**To examine the roof, a mandatory accompanied site visit will be conducted at 11:00 AM CT Friday, June 23, 2023.** No other time will be allotted for site visits.

The Owner reserves the right to waive informalities in the bidding and to reject any or all Bids.

As the Owner's Representative:

INTERSTATE ROOF SYSTEMS CONSULTANTS, INC.

Greg Gardner,  
Sr. Project Manager

Alex Young  
Assistant Project Manager

END OF SECTION