

DOCUMENT 00 11 16
INVITATION TO BID

PROJECT INFORMATION

Notice to Bidders: Bidders are invited to submit bids for Project as described in this Document.

Project Identification: **Courtroom Renovation for Clark County Courthouse, Branch 2 – Phase 1**
Project Location: **517 Court Street, Neillsville, WI 54456**
Owner Representative: **Daniel Giles**
Designer Project Number: **25001**
Design Firm: **Apex Engineering**.
Mechanical Designer: **Landon Julson**
Electrical Designer: **Carl Klinkenberg**
Plumbing Designer: **Heath Mathews**
Architectural Designer: **Amanda Watkins**

Construction Contract: Bids will be received for a Single-Prime Contract.

Project Description:

The project consists of renovating Courtroom Branch 2 and its associated Jury room. The Courtroom renovation includes updating the space to be more accessible and replacing the ceiling, lights, flooring, and updating the electrical and mechanical system. The Judges bench, jury box, and other half wall in the room will be rebuilt. A new rap will be constructed to allow the Judge access to the bench. The Jury room will receive new flooring, ceiling, and paint, along with a new kitchenet complete with base cabinets, sink, and refrigerator.

The Courthouse is a secure building, coordination with the security personal will be required.

PREBID MEETING

A mandatory pre-bid walk through will be conducted on **Thursday, January 8, starting at 9:00 AM**. All participants shall meet at the project site at door B103 on the North side of the building along 6th Street.

All questions and clarifications must be emailed to Apex Engineering, landonj@apexengineering.biz by Monday, January 12, 2026. An addendum will be issued January 15th.

BID SUBMITTAL AND OPENING

Owner will receive sealed lump sum bids until the bid time and date indicated below:

Bid Date: Thursday, January 22, 2026.

Bid Opening: 2:00 p.m., local time, all bids must be submitted before 2:00 p.m.

Location: Clark County Courthouse, 517 Court Street, Neillsville, WI 54456

Bids will be thereafter **publicly** opened.

Bids can be mailed or hand delivered to: 517 Court Street, Neillsville, WI 54456

Bids can also be emailed to: daniel.giles@co.clark.wi.us

BID SECURITY

Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

DOCUMENTS

Bid Documents can be obtained after December 18, 2025 through any of the following site(s): [La Crosse Builders Exchange](#), [Northwest Regional Builders Exchange](#), and [Lien and Peterson Architects](#)

TIME OF COMPLETION

Bidders shall begin the Work on receipt of the Notice to Proceed. All work must be completed before December 31, 2026.

BIDDER'S QUALIFICATIONS

Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.

INTERPRETATION

No verbal explanation or instructions will be given in regard to the meaning of the drawings or specifications during the bid period. Bidders shall bring inadequacies, omissions, or conflicts to the Architect/Engineer's attention at least ten (10) business days before the date set for bid opening. Prompt clarification will be supplied to all bidders of record by addendum.

Failure to so request clarification or interpretation of the drawings and specifications will not relieve the successful Bidder of responsibility. Signing of the contract will be considered as implicitly denoting that the Contractor has thorough understanding of the scope of work and comprehension of the contract documents.

END OF SECTION