



**Town Hall/Polling Place
W8349 Dumke Road
Portage, WI 53901**

**Mailing Address
N9627 Wilcox Road
Portage, WI 53901**

**Phone: 608-683-5713
Website: www.fortwinn.com
Email: clerk@fortwinn.gov**

Friday, July 10, 2026

Design-Build Contractors

**RE: REQUEST FOR PROPOSAL
DESIGN-BUILD CONTRACTOR
TOWN OF FORT WINNEBAGO**

The Town of Fort Winnebago is pleased to offer you an opportunity to submit a proposal for design-build services related to a proposed new Town Hall.

The Town will require that the selected design-build contractor will hold all the subcontracts and provide a single bond for the entire project as a single source of construction responsibility. All costs associated with the preparation of a response to this request for qualifications is the sole responsibility of the submitting vendor. All replies will become the property of the Town and will become open to disclosure via Wisconsin open records laws.

In all instances, the decision rendered by the Town shall be final and not subject to contest or appeal.

➤ **PURPOSE / OBJECTIVES**

The purpose of this Request for Proposal (RFP) is to obtain statements of qualifications and costs from general-build contractors.

Project Scope – New construction of a 30' x 56' town hall, using 2" x 6" studded exterior walls on an acre lot. Desired solutions will include the following;

- Roof – Steel
- Siding – Steel or Smart Siding
- Interior Ceilings – 10' Drop Ceilings
- Attached sample floor plan can be used, however we are accepting design-build solutions/ideas, such as putting in a staircase and moving the mechanical equipment to the basement. The board likes the idea of a half basement with the rest being a crawl space.
- Please detail your proposal and state whether you are including the following subcontracts in your proposal.
 - Electrical/Utilities – will require hook up as a new service for electrical & internet
 - HVAC
 - Plumbing
 - Well
 - Septic
 - Site Excavation
 - Insulation
 - Drywalling/Painting
 - Flooring – prefer indoor/outdoor carpet squares in meeting room and hard floor in the rest
 - Gutters/Downspouts
 - Counters
 - Cabinetry
 - Bathroom Fixtures/Toilets/Vanities
 - Laundry Tub
 - Lighting
 - Concrete Foundation/Sidewalk
 - LP Tank Connection
 - Parking Lot – pavement, painting of lines, minimum of 2 handicapped stalls and 18 public stalls

➤ **COMPONENTS OF PROPOSAL**

Please provide the following in your proposal:

1. Provide a brief background of your organization including at a minimum:
 - a. Contact person
 - b. Insurance coverage
2. Names of personnel who would be assigned to this project, their capacities and their proposed role on the Town of Fort Winnebago project. Please clearly state which individual will be the Town's main point of contact during:
 - a. Design/Sales
 - b. Construction/Project closeout
3. Which sub-contractors your company typically works with, and you suggest for this project. It is important to the Town that local sub-contractors are utilized on this project, when possible.
4. Provide estimated timeline for project completion in your proposal, based on an award date of August 4, 2026.
5. Budget - \$300-\$400K
6. General Costs:
 - i. Include all costs associated with the details provided in the project scope.
 - ii. Provide payment schedule.

➤ **PRELIMINARY TIMELINE**

- » Request for Proposal ReleasedJuly 10, 2026
- » Deadline for Submission of Questions July 17, 2026, at 2:00 PM
- » Proposals Due July 24, 2026, at 2:00 PM
- » Town Approval of Design-Build ContractorAugust 3, 2026

➤ **REQUEST FOR PROPOSAL SUBMITTAL INSTRUCTIONS AND DEADLINE**

Please submit RFP responses via e-mail to:

Mr. William Schroeder, Sr.
Town of Fort Winnebago
Chair
fortwinn@gmail.com

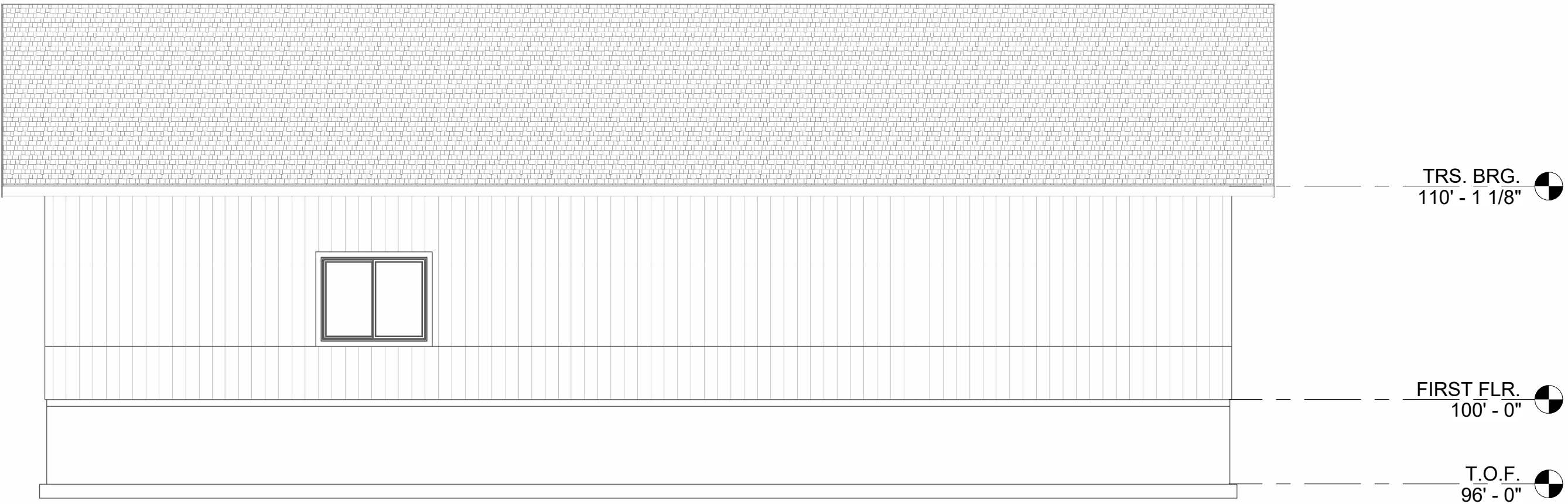
Mr. Mark Considine
Town of Fort Winnebago
Clerk
clerk@fortwinn.gov

Proposals that are incomplete or are received after 2:00 PM on July 24th, 2026, may not be considered.

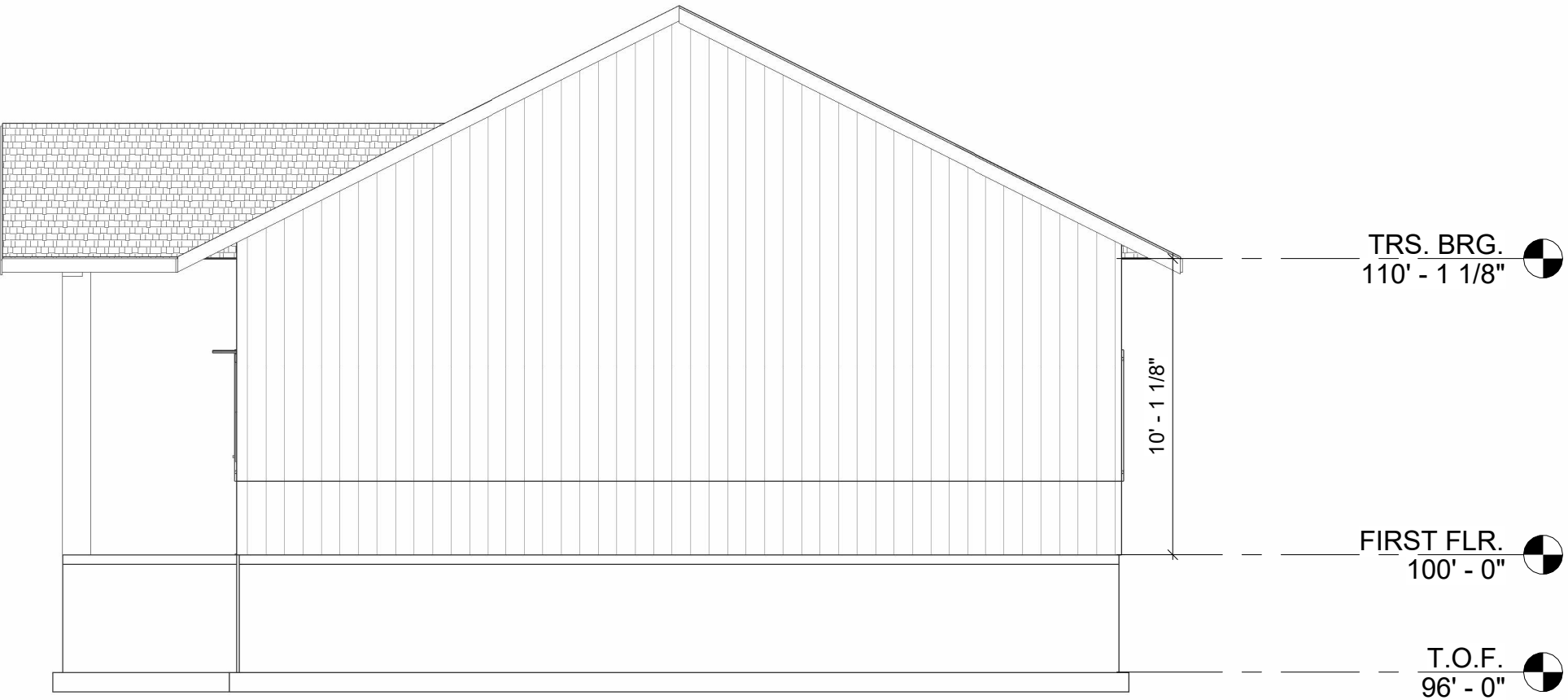
We appreciate your interest in the Town of Fort Winnebago project and look forward to receiving your proposal.

Sincerely,

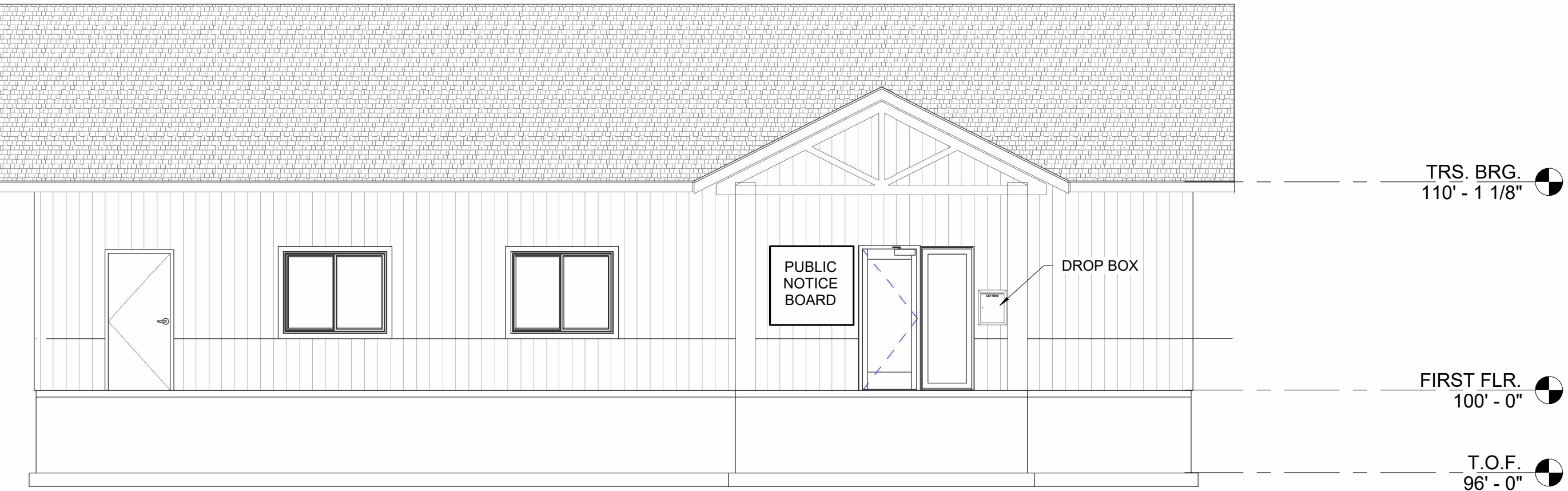
Mark Considine
Town Clerk



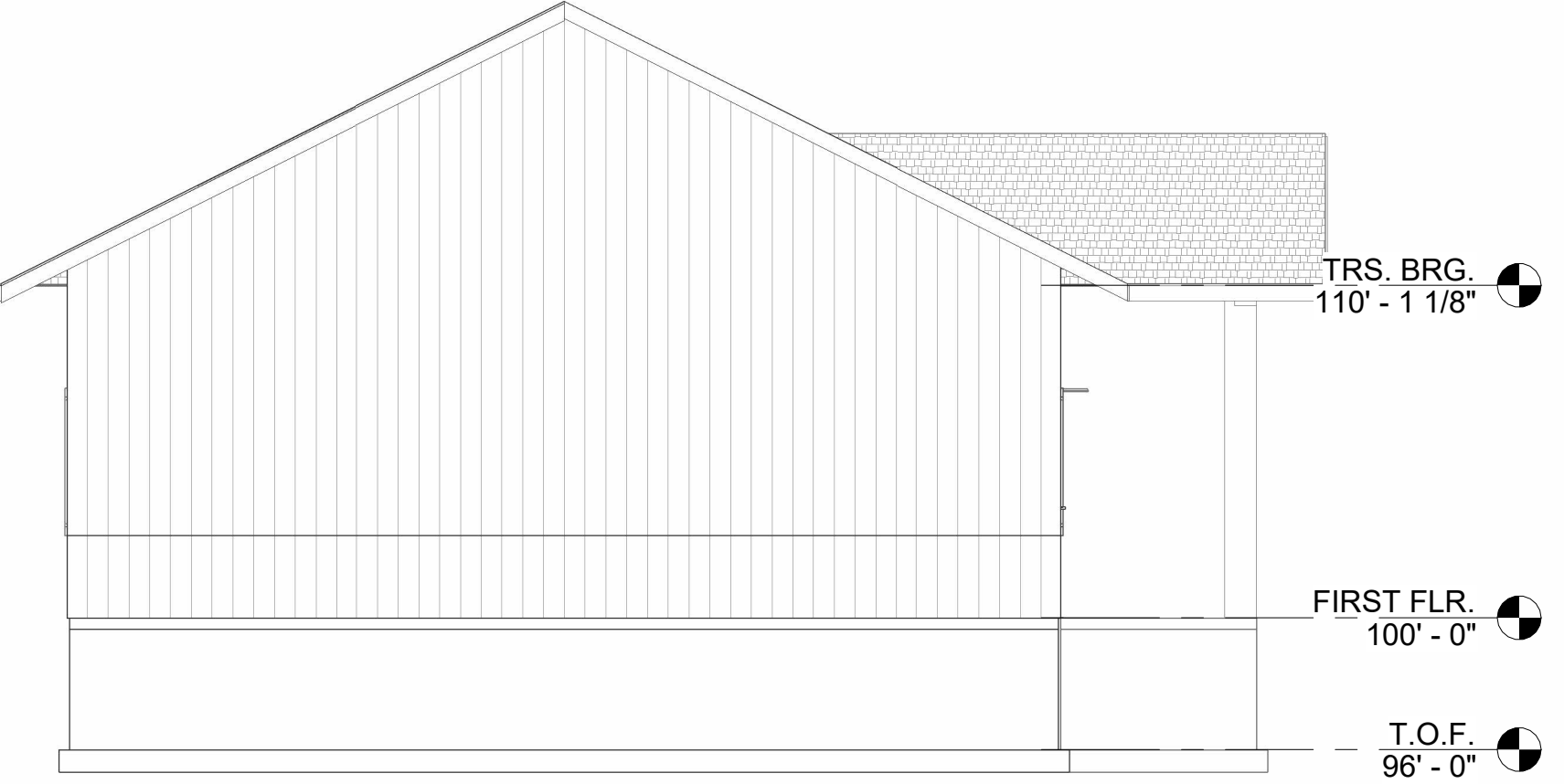
② NORTH ELEVATION
SCALE: 3/32" = 1'-0" on 11" x 17"
3/16" = 1'-0" on 22" x 34"



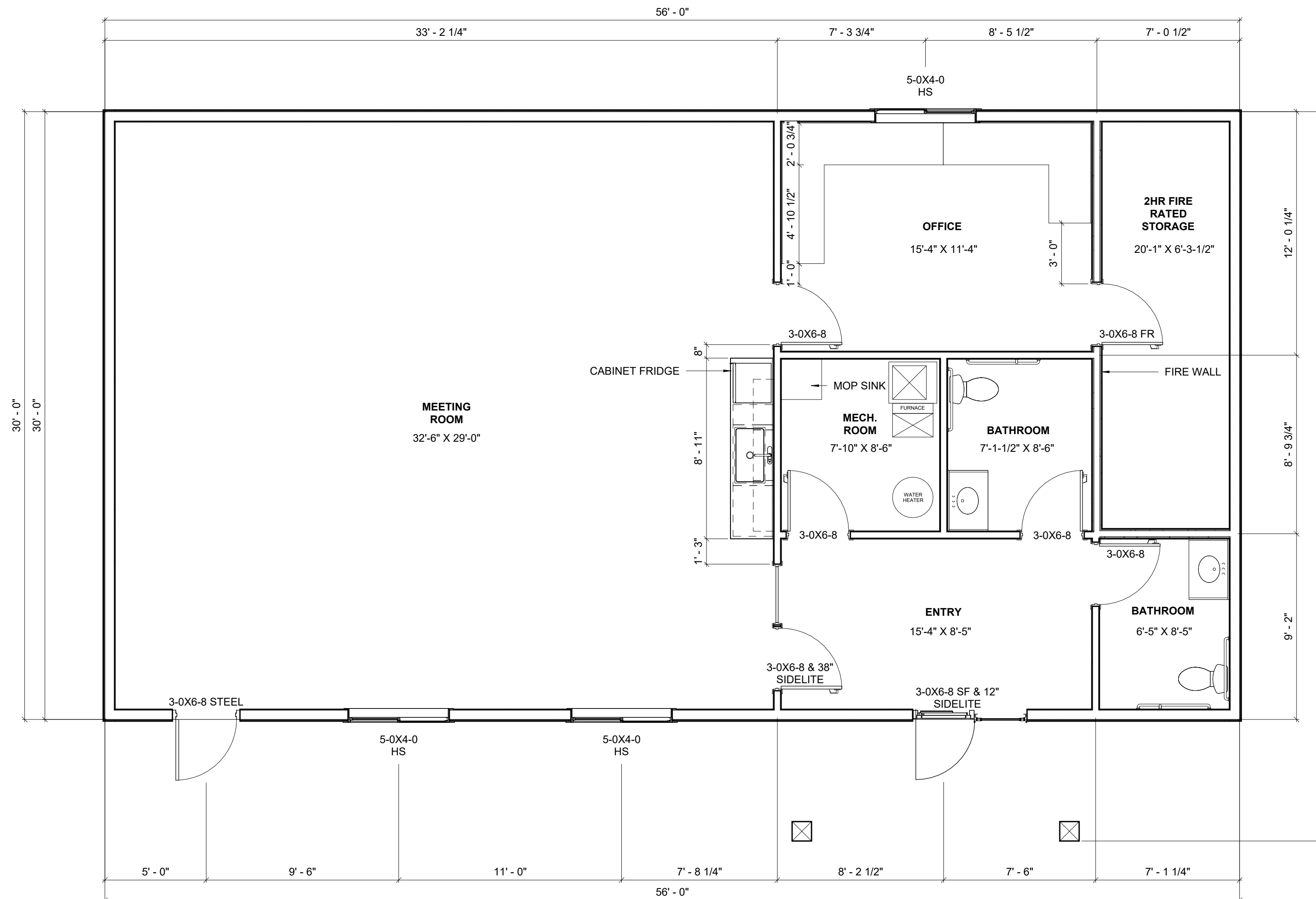
① EAST ELEVATION
SCALE: 3/32" = 1'-0" on 11" x 17"
3/16" = 1'-0" on 22" x 34"



③ SOUTH ELEVATION
SCALE: 3/32" = 1'-0" on 11" x 17"
3/16" = 1'-0" on 22" x 34"



④ WEST ELEVATION
SCALE: 3/32" = 1'-0" on 11" x 17"
3/16" = 1'-0" on 22" x 34"



① FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0" on 11" x 17"
1/4" = 1'-0" on 22" x 34"

As prepared by:

GROTHMAN & ASSOCIATES S.C.
PROFESSIONAL SERVICES

625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI. 53901
PHONE: PORTAGE: (808) 742-7788 SAUK: (808) 644-6677
E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

G & A FILE NO. 626-389

DRAFTED BY: T. KASPER

CHECKED BY: TG

PROJ. 505-403

DWG. 626-389CSM

SHEET 2 OF 3

SEAL:



COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION

Volume _____, Page _____

**BEING A PART OF THE SE1/4 OF THE NW1/4, SECTION 23, T. 13 N, R. 9 E,
TOWN OF FORT WINNEBAGO, COLUMBIA COUNTY, WISCONSIN.**

CONTAINING: 522,777 SQ.FT. - 12.00 ACRES

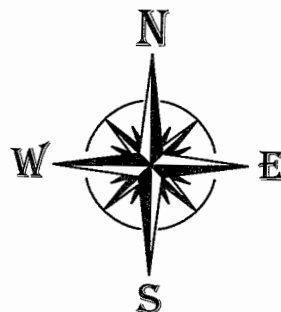
NE1/4-NW1/4

UNPLATTED LANDS BY OWNER

N89°51'26"E - 1337.99'

1304.99'

N. LINE SE1/4-NW1/4



SCALE: 1" = 60'
0 30' 60' 120'

SE1/4-NW1/4

LOT 1

43,560 SQ.FT.
1.00 ACRES INCL. R/W
36,672 SQ.FT.
0.84 ACRES EXCL. R/W

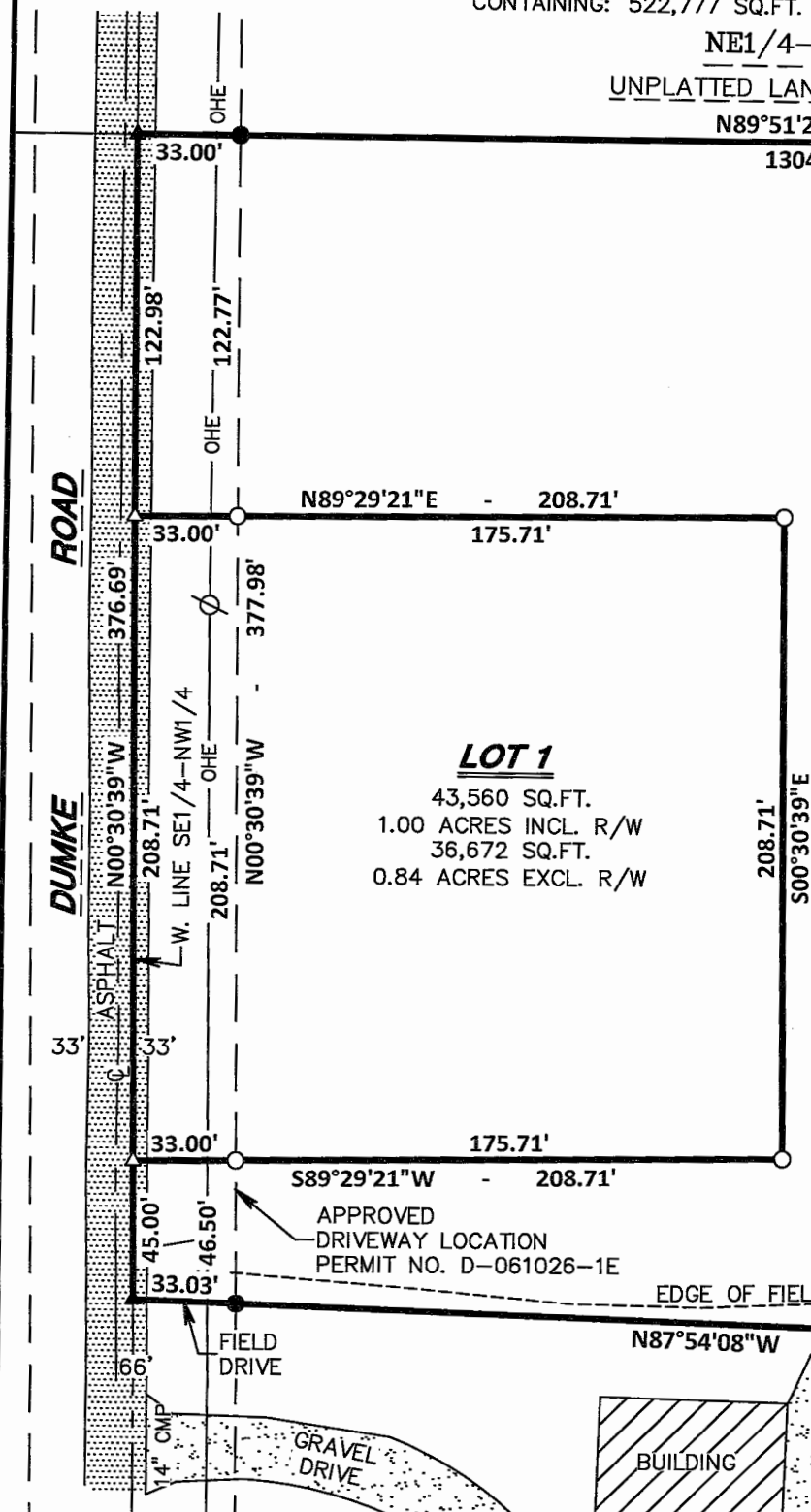
LOT 2

479,217 SQ.FT.
11.00 ACRES INCL. R/W
473,652 SQ.FT.
10.87 ACRES EXCL. R/W

P.O.S.
PARCEL "A"

(505-403)
PARCEL 11012-461.2

P.O.S.
PARCEL "B"
(505-403)
BY OTHERS



OWNER: RAYMOND F. & REBECCA E. KRUEGER
N8780 DUMKE ROAD
PORTAGE, WI 53901

CLIENT: TOWN OF FORT WINNEBAGO
N9627 WILCOX ROAD
PORTAGE, WI 53901

BEING A PART OF THE SE1/4 OF THE NW1/4, SECTION 23, T. 13 N., R. 9 E.,
TOWN OF FORT WINNEBAGO, COLUMBIA COUNTY, WISCONSIN.

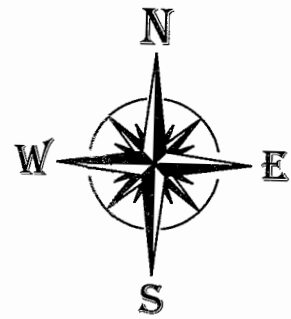
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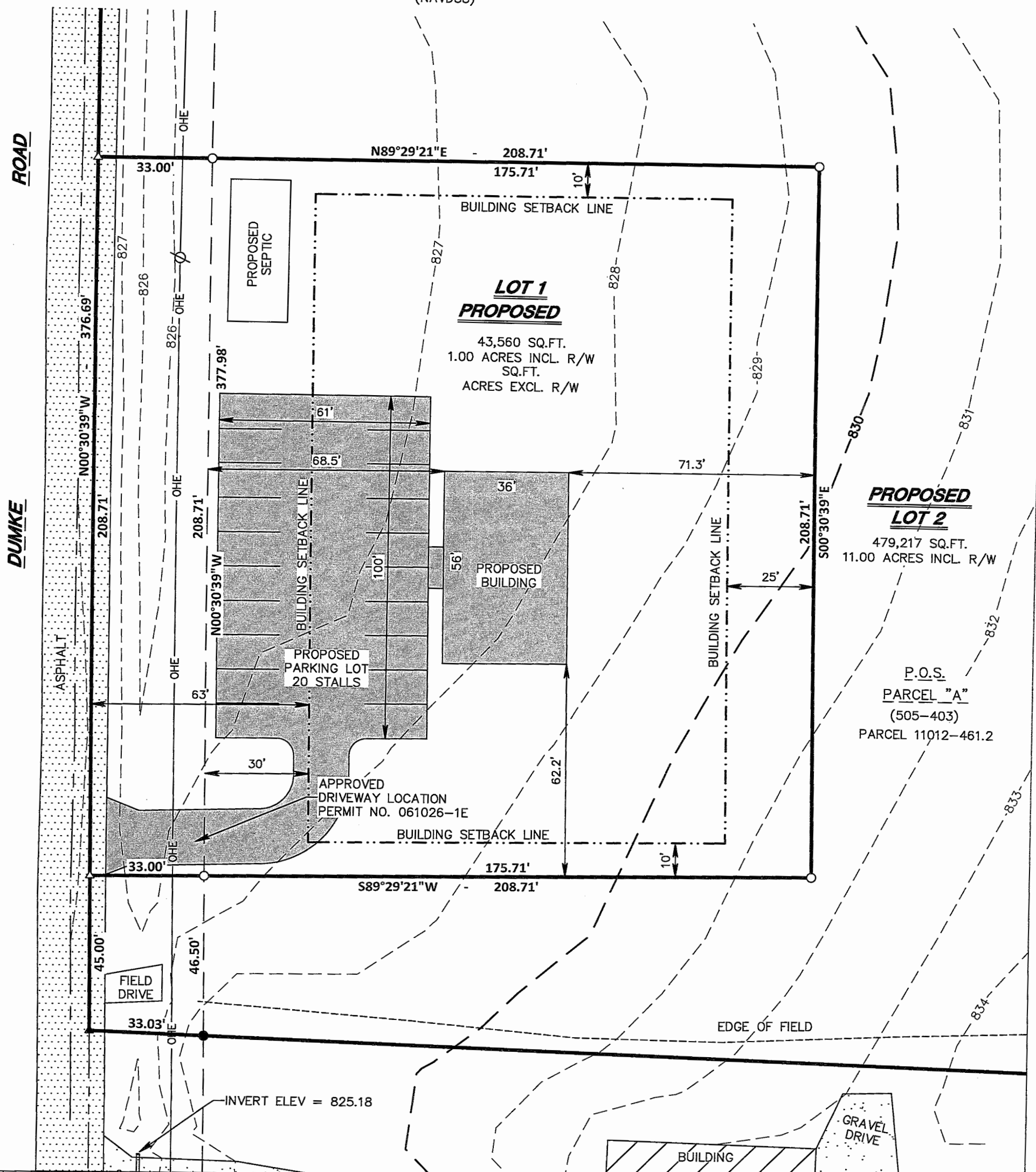
SCOTT P. HEWITT
P.O. BOX 373
625 E. SLIFER STREET
PORTAGE, WI 53901
PHONE PORTAGE: (608) 742-7788
PHONE SAUK PRAIRIE: (608) 644-8877
e-mail: surveying@grothman.com

○ 3/4" X 24" IRON ROD SET
(WT. = 1.5 LBS. / L.F.)
● 3/4" IRON ROD FND.
△ MAG NAIL SET
▲ MAG NAIL FND.
⊕ 3 1/2" ALUM. MON. FND.
⊗ POWER POLE
—O— OVERHEAD UTILITY LINE

NORTH AMERICAN VERTICAL DATUM 1988
(NAVD88)



IS THE E-W 1/4 LINE OF SECTION 23,
WHICH BEARS N89°47'21"E AS
REFERENCED TO THE COLUMBIA
COUNTY COORDINATE SYSTEM.



SITE PLAN
FOR
TOWN OF FORT WINNEBAGO

TOWN OF FORT WINNEBAGO
COLUMBIA COUNTY, WISCONSIN

[illegible]

GA GROTHMAN
& ASSOCIATES S.C.
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