



Town of Onalaska

N5589 Commerce Road
Onalaska, WI 54650

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www.townofonalaska.org

REQUEST FOR PROPOSAL

Summary:

Introduction the Town of Onalaska is currently accepting proposals for yearly inspection services on Lake Onalaska Leased Land on the north shoreline of Lake Onalaska within the Town of Onalaska. The desired start date Spring of 2026. Length of contract is for a 3-year term, paid yearly.

Purpose:

The purpose of this Request for Proposal is to solicit proposals from various candidate(s) to conduct a fair evaluation based on prescribed criteria, and to select the best candidate to fit the project. The Town of Onalaska reserves the right to award contract(s) as it sees fit and to the bidder or bidders of its choosing when and how it deems appropriate. *The Town of Onalaska reserves the right to reject any or all proposals, and submission of a proposal does not constitute a binding contract.*

Nature and Scope of Work:

The purpose of this project is to audit/inspect land leased by the Town of Onalaska from the federal government, of which permits are issued to approximately 207 adjacent property owners allowing placement of specified structures on the property.

Project description: Auditor/Inspector will document all structures and personal affects located on the leased land and determine compliance to prescribed criteria.

The scope of this project includes: Visually identify, inspect, and document leased land compliance and noncompliance based on prescribed and or approved guidelines. Auditor/inspector will use prescribed *Shoreline Inspection Worksheet* available on the Town of Onalaska website at www.townofonalaska.org
Additional questions email: Luke.marcou@townofonalaskawi.gov or Mary.rinehart@townofonalaskawi.gov or by calling Town of Onalaska Administrator 608-783-4958.

Deadline for submission of proposal is 4:30 pm Tuesday, December 16, 2025 to the Town of Onalaska, N5589 Commerce Road, Onalaska, WI 54650