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**INVITATION TO BID**

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**PROJECT INFORMATION**

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

Project Identification: **Generator Project, Pleasant Valley Town Hall**  
Project Location: **S10414 County Road HHI, Eleva, WI 54738**  
Designer: **Apex Engineering, 110 E Grand Avenue, Eau Claire, WI 54701**  
Designer Project Number: **24011**

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**Project Description:**

This project consists of the removal of an existing manual transfer switch for a portable generator and replacement with an automatic transfer switch and permanent generator. Existing manual transfer switch serves power for a portion of the facility. Upon completion of remodel work, automatic transfer switch and permanent generator to be able to provide power for the entire facility. Associated LP piping rework/extension to new generator also included in work.

**This project has less than a 30-day bid advertisement period.**

Pre-bid Tour: A mandatory pre-bid walk through will be conducted on **June 25th, starting at 8:00 AM.** All participants shall meet at the project site at door 15 on the South side of the building located at S10414 County Rd HHI, Eleva, WI 54738 (located in Cleghorn).

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**BID SUBMITTAL AND OPENING**

The Owner will receive bids as indicated below:

The bidder must provide a Certificate of Insurance with the bid submission.

The Town Board reserves the right to reject any and all bids or to accept that bid deemed most advantageous to the town.

**Bid Date:** July 8, 2026.

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

**Location:** Pleasant Valley Town Hall, S10414 County Road HHI, Eleva, WI 54738

Bids will be thereafter **publicly** opened.

The project will be awarded after the Town Board Meeting on July 13<sup>th</sup>.

All questions are due June 26, 2026. An addenda will be issued the following week.

Direct all question to Apex Engineering, [landonj@apexengineering.biz](mailto:landonj@apexengineering.biz).

Bids can be mailed, hand delivered, or placed in the locked drop box located on the front of Town Hall

S10414 County Road HHI, Eleva, WI 54738;

Reference: Generator Project, Attention: Jen Meyer Clerk/Treasurer

Bids can also be emailed to: [office@pleasantvalleywi.gov](mailto:office@pleasantvalleywi.gov)

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**DOCUMENTS**

Bid Documents can be obtained after June 15, 2026 through any of the following site(s): [La Crosse Builders Exchange](#), and [Northwest Regional Builders Exchange](#); and the [Town Website](#)

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**TIME OF COMPLETION**

Bidders shall begin the Work on receipt of the Notice to Proceed.

Project Start Date: August 1, 2026

Substantial Completion Date: December 1, 2026

1 **BIDDER'S QUALIFICATIONS**

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

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5 **INTERPRETATION**

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

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

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**END OF SECTION**