

DODGE COUNTY



REQUEST FOR BIDS

**Concrete Patios
Clearview, Dodge County WI**

RFB # 90 2026-01

Issued Date: February 24, 2026

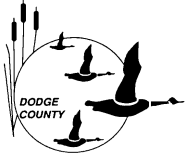
RFB Opening
March 10, 2026 at 11:00 am

Administration Building
Conference Room 1A
127 E Oak St.
Juneau, WI 53039

Submit Sealed RFB's To:

Dodge County Clerk's Office
127 E Oak St.
Juneau, WI 53039
920-386-3600

Office Hours: Monday - Friday - 8:00 am - 4:30 pm



DODGE COUNTY FINANCE DEPARTMENT

Purchasing Office

127 East Oak Street, Juneau, WI 53039

(920)386-4224

Email: tsteinbach@co.dodge.wi.us

LEGAL NOTICE

Dodge County is accepting bids for a contractor to excavate two (2) areas and install 5" concrete patios located at Clearview, 198 CTH DF, Juneau, WI. A mandatory pre-bid site visit is scheduled for March 2, 2026 at 11:00 am. Specifications are available on line at [Dodge County's](#) website and DemandStar at: www.demandstar.com

All Contractors are responsible for addendums. Bids are to be sent to the Dodge County Clerk's Office 127 E Oak St., Juneau, WI 53039 no later than 11:00 am on March 10, 2026. Submit in a sealed envelope marked "RFB # 90 2026-01 - Concrete Patios". After the official bid closing time, the bids will be opened and read aloud. Late receipts, e-mails, and facsimiles will not be accepted.

Dodge County encourages the participation of minority, women-owned and disadvantaged business enterprises. Dodge County reserves the right to waive any informalities or technicalities and to reject any and all bids or parts thereof deemed to be unsatisfactory or not in the County's best interest. Furthermore, Dodge County reserves the right to cancel any order or contract for failure of the successful Contractor to comply with the terms, conditions and specifications of the request and/or contract. Dodge County reserves the right to award this request to the Contractor whose bid is overall the most advantageous to the County in the County's sole determination.

Contact the Purchasing office at (920) 386-4224 if assistance is required.

Published by Authority of

Clearview

By Trista Steinbach

Dodge County Purchasing Agent

Publish: February 24, 2026.

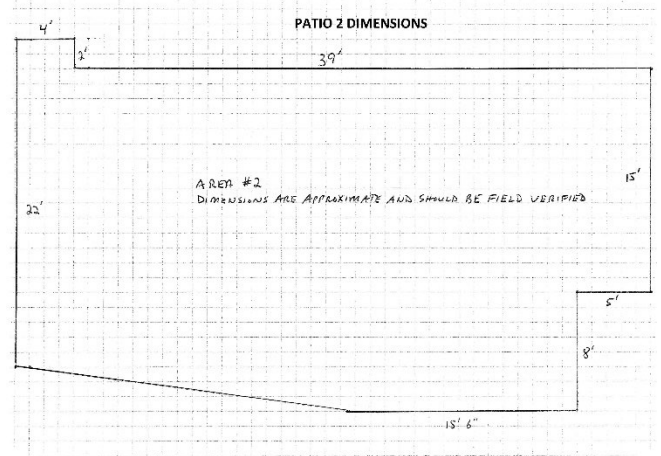
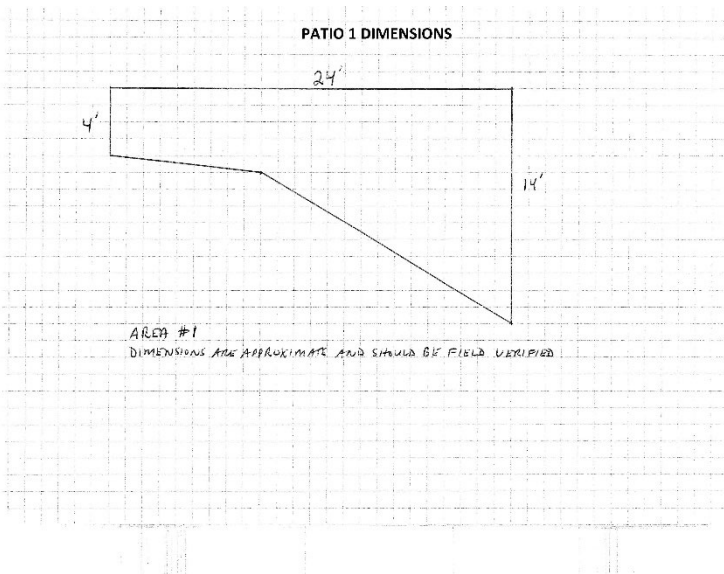
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RFB PROJECT DETAILS

1. Intent

It is the intent of Dodge County to contract with a contractor to install two (2) concrete patios at Clearview, 198 CTH DE, Juneau, WI 53039. The work will include excavation for and installation of two patios constructed with 5" concrete.



Concrete footings will be required for Patio 2 as a gazebo will be placed on the patio in the Spring of 2026 by a 3rd party.

2. RFB Packets and Addendums

RFB packet, updates and addendums are available on the Dodge County Request for Proposals/Bids [website](#), and may also be obtained on [DemandStar](#).

It is the Contractor's responsibility to view the RFB document and check the website for any updates and addenda prior to submitting a bid for this request.

Failure by the bidder to acknowledge all addendums issued for this project will result in the bid being considered non-responsive, and the bid may be automatically rejected.

3. RFB Tentative Project Timeline

	Date	Time (CT)
RFB Issued	February 24, 2026	
Mandatory Pre-Bid Site Visit	March 2, 2026	11:00 am
RFB Questions Due	March 3, 2026	10:00 am
RFB Final Addendum Issued	March 4, 2026	10:00 am
RFB Due Date & Public Opening	March 10, 2026	11:00 am
Review and Recommendation	March 11, 2026	
Project Completion Date	April 20, 2026	

4. RFB Mandatory Pre-Bid Site Visit: March 2, 2025, at 11:00 am

Site visits are based on the date and time listed in the RFB Tentative Project Timeline above	
Contractors meet at:	Clearview, 198 CTH DF, Juneau, WI
Site Visit conducted by:	Adam Kikkert
Site Visit contact phone number for questions"	920-386-3421

5. RFB Questions Due: March 3, 2026, by 10:00 am

Questions- All questions related to this RFB must be in writing and received by the Dodge County Purchasing Office at least five (5) business days prior to the bid due date.

- Questions shall be directed to the Purchasing Agent via email to: tsteinbach@co.dodge.wi.us
- Questions MUST be clearly marked in the subject line: "Questions for RFB # 90 2026-01"

MAILED, PHONE CALL AND FAXED QUESTIONS WILL NOT BE ACCEPTED. QUESTIONS RECEIVED AFTER THIS TIME WILL NOT BE ANSWERED.

6. RFB Final Addendum Issued Date: March 4, 2026, by 10:00 am

Answers: If any questions are received, answers to all written questions will be issued in the form of an addendum.

- Answers will be published on the Dodge County [website](#)
- AND on the DemandStar website at www.demandstar.com

It is the responsibility of all interested Contractors to access the website(s) for addenda prior to submitting your bid. Oral or other interpretations or clarifications will be without legal effect. Calls for assistance with the website can be made to (920) 386-4224.

7. RFB Due Date & Delivery Address Details: March 10, 2026 by 11:00 am

Bids must be received in a sealed envelope or container no later than the time set above. Bids are due to the Dodge County Clerk's Office, 127 E Oak St., Juneau, WI 53039. Bids can be submitted by: Hand Delivery, DHL, FedEx, Mail, UPS, and USPS. Late bids will not be accepted.

The following information must be clearly marked on the front of the envelope/shipping package:

Name & Address of Bidder
Due Date of Bid
Bid Number & Title

The following sample mailing label is provided here for your convenience:

Sample Mailing Label	<p>From: _____ _____ _____</p> <p style="text-align: right;">To: Dodge County Clerk's Office 127 E Oak St. Juneau, WI 53039</p> <p><u>SEALED BID</u> RFB # 90 2026-01– Concrete Patios Due Date: March 10, 2026 at 11:00 am</p>
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- No faxed or email bids are accepted.
- There is not an option to submit bids electronically.
- No bid may be withdrawn for ninety (90) days.
- Pricing is to remain firm for a minimum of ninety (90) calendar days following the bid opening date unless the Contractor, upon the request of the County, agrees to an extension.
- A public Bid Opening will be held immediately following the due date and time

8. RFB Selection Criteria

Selection will be based on qualified, responsible, and responsive bidder with lowest price.

9. Award Notification

Intent to Award or Thank you letters will be sent via email to all Contractors submitting responses.

10. RFB Format & Submission Requirement

Any deviation from these requirements may result in the bid being considered non-responsive, thus eliminating the Contractor from consideration. The Bid Submission must include the following completed attachments: **Failure to provide all attachments listed below may result in the automatic rejection of the bid.**

- **Attachment A – Specifications / Drawings**
- **Attachment B – RFB Cost Sheet**
- **Attachment C – Statement of Acknowledgement**
- **Attachment D - Addendum Acknowledgement**
All addendums issued must be acknowledged on the form. If no addendum is issued, that must be stated on the form and returned with the bid package.
- **Attachment E – Contract Requirement**
- **Bid Bond.** If required in Section 11 below, include the Bid Bond (in the form of a Cashier’s Check or Certified Check) with your bid submittal. Failure to provide will result in the automatic rejection of the bid.
- Submit a list of any consultants or subcontractors that may be used to complete this project.

11. Bond Requirements for this Project

Failure to submit a required Bid Bond concurrent with your bid will result in the automatic rejection of your bid. Performance and Payment Bonds may be submitted after the Contract is awarded and signed.

- **Bid Bond**
A bid bond must be submitted with your bid. The bid bond must be in the form of a Cashier’s Check or Certified Check in the amount of five percent (5%) of the total bid amount. Cashier’s Check or Certified Check will be returned after the project is awarded.
- **Performance and Payment Bond**
All projects estimated to cost over \$50,000 will require a 100% Performance and Payment Bond to be obtained by the selected Contractor and provided to Dodge County prior to commencement of work.

12. Insurance Requirements

Minimum Scope and Limits

- A. Architects, Engineers, Other professionals – Errors & Omissions (Professional Liability) coverage, with a minimum limit of \$1,000,000 per claim, \$2,000,000 annual aggregate. This insurance is to be maintained for at least two years after completion of the project. If the Contractor changes insurance carriers and this policy is provided on a “claims made” basis, the Contractor will secure the appropriate coverage extension to provide coverage to the project for a period of at least two years following the completion of the project.
- B. Commercial General Liability coverage with limits of no less than the following:
- | | |
|--|-------------|
| 1. General aggregate limit per project
(Other than Products-Completed Operations) | \$2,000,000 |
| 2. Products-Completed Operations Aggregate per project | \$1,000,000 |
| 3. Personal and Advertising Injury Limit | \$1,000,000 |
| 4. Each Occurrence Limit | \$1,000,000 |
| 5. Fire Damage Limit-any one Fire | \$ 50,000 |
| 6. Medical Expense Limit-any one Person | \$ 10,000. |
- C. Automobile Liability coverage with minimum limits of \$1,000,000 combined single limit per accident for bodily injury and property damage, provided on a Symbol 1- Any Auto basis.

- D. Worker's Compensation and Employers Liability Insurance with sufficient limits to meet underlying Umbrella Liability Insurance requirements.
- E. Umbrella Liability providing coverage at least as broad as the underlying General Liability, Automobile Liability and Employers Liability coverages, with a minimum limit of \$2,000,000 each occurrence and \$2,000,000 annual aggregate, and a maximum self-retention of \$10,000.

Other Requirements

- A. Acceptability of Insurers. Insurance is to be placed with insurers who have a Best's Insurance Reports rating of no less than A and a Financial Size Category of no less than a Class VI, authorized as an admitted insurance company in the State of Wisconsin.
- B. Certificates of Insurance acceptable to Dodge County shall be submitted prior to commencement of the work. Certificates shall contain a provision that coverage afforded under the policies will not be cancelled until at least 30 days' prior written notice has been given to Dodge County.
- C. Dodge County, Dodge County's elected and appointed officials, and Dodge County employees shall be named as additional insureds on all liability policies for liability arising out of project work. Please provide a copy of this endorsement with your certificate of insurance.

13. General RFB Information

- A. Dodge County requires a high level of service from any Contractor who is looking to do business with the County. Quality, service and price are all critical factors that Dodge County considers when doing business and in continuing business with Contractors. This is especially important when it comes to the requirements of this request. Dissatisfaction due to product or performance may result in Dodge County discontinuing service with a Contractor.
- B. Dodge County is a tax-exempt municipality under Section 77.54(9a) (b), Wis. Stats.
- C. Successful Contractor(s) shall provide a certificate of insurance, including naming Dodge County, its officers, elected officials and employees as Additional Insureds, upon bid award.
- D. All bids shall be binding for ninety (90) calendar days following the bid opening date unless the Contractor(s), upon the request of the County, agrees to an extension.
- E. Payment for services will be made to successful Contractor(s) contingent upon County's acceptance and approval of all work done and/or products provided, or services rendered. Acceptance as herein means acceptance by the County of all work performed or products provided and services rendered, after the department's authorized agent has found it to be in compliance with the specification requirement. Fuel surcharges or surcharges of any kind will not be allowed.
- F. Contractors may withdraw their bid at any time before the bid due date and time by written request for withdrawal to the Purchasing Agent and by presenting proper identification upon request. **Faxed and emailed bids will be rejected. Late bids will not be accepted.**
- G. Dodge County's Standard Terms and Conditions available on Dodge County's [website](#) are applicable to this request and are hereby made a part of it.
- H. RFB packet, updates and addenda are available on the Dodge County's [website](#), and may also be obtained on [DemandStar](#). It is the Contractor's responsibility to view the RFB document, check for updates, and to retrieve any addenda prior to submitting a bid for this request. Failure to do so in no way obligates the County to issue addendum or other information concerning this request to the Contractor.

- I. All questions resulting in further clarification or modification to this (RFB) document will be handled by written addenda. Questions shall be directed to the Purchasing Agent via email to tsteinbach@co.dodge.wi.us. Questions must be asked at least five (5) business days prior to the bid due date. Questions received after this time may not be answered. Any changes as a result of issues raised will be made by written addenda and posted on the Dodge County [website](#) and may also be obtained on [DemandStar](#). It is the Contractor's responsibility to check the website for addenda prior to submitting your bid. Oral and other interpretations or clarifications will be without legal effect.
- J. Dodge County assumes no responsibility or liability for any error or omission in any part of this RFB or resulting design. Prior to the deadline for questions, a Contractor shall notify Dodge County of any error, omission, inconsistency or other factor which requires clarification that is discovered while reviewing the documents or preparing a bid. Such notification shall be made in writing to Dodge County's Purchasing Agent.
- K. Contractors responding to this request shall include with the bid a proposed contract covering all the terms, conditions and specifications for the performance of all work for this request. Proposed contract shall incorporate at a minimum the County's terms and conditions and the contract requirements contained herein.
- L. Bidders shall list any consultants or subcontractors that may be used to complete this project.
- M. No reimbursement will be made by the County for any cost incurred in preparing responses to this solicitation, or for cost incurred before a formal notice to proceed is issued if a contract is awarded.
- N. Dodge County shall be the owners of any, and all of the reports, plans, specifications and documents resulting from this RFB, and the Contractor shall provide both digital and hard copies of all reports, plans, and documents as indicated in this RFB to Owner in a format usable to the County. Awarded Contractor(s) shall also waive any rights to copyright protection so Owner may reproduce, distribute, and use all reports, plans, specifications, and documents as it so chooses.
- O. Any bid/response and any, and all supporting materials submitted in conjunction with this request will become a public record, subject to public inspection. Records will not be released via open records request until the contract for the project is signed.
- P. Confidentiality and Security – This document or any portion thereof may not be used for any purpose other than the submission of bids. The successful Contractor must agree to maintain security standards consistent with the confidentiality and security policies of Dodge County and any applicable state or federal laws or regulations. These include strict control of access to secure areas, sensitive data and maintaining confidentiality of information gained while carrying out their contractual obligations. The successful Contractor will be required to ensure that all Contractor's personnel providing services to the County which require access to secure and confidential Dodge County information or facilities, meet the criteria for personal security clearance prescribed by Dodge County. Dodge County reserves the right to deny access to any individual that is not fully compliant with security criteria without disruption to timeline or adjustment to project cost.
- Q. Dodge County reserves the right to require background checks for any employee or subcontractor employee involved in this project from the awarded Contractor(s).
- R. Unpublished information pertaining to Dodge County, or its employees obtained by the Contractor as a result of participation in this RFB or resulting contract is confidential and must not be disclosed without written authorization from Dodge County Corporation Counsel or pursuant to a court order.

- S. INDEMNIFICATION Dodge County requires any contract or agreement to contain an indemnification clause in which Contractor holds harmless Dodge County, its officers, elected officials and employees harmless from and against any and all claims arising from contracts between the Contractor and third parties made to effectuate the purposes of this RFB. Dodge County will not agree to mutual indemnification or to indemnify Contractor.
- T. NON-COLLUSIVE STATEMENT Each Contractor, by submitting a response, certifies that it is not a party to any collusive action with Dodge County personnel and/or Contractors. Each Contractor also certifies that it is not a party to any collusive action with any other party submitting a bid in response to this solicitation.
- U. Dodge County reserves the right to reject any or all bids or parts thereof, to waive any technicality in any bid and accept any bid deemed to be the most advantageous to the County. It is possible that multiple awards may be made through this RFB process.
- V. This request and possible resulting contract shall be interpreted under the laws of the State of Wisconsin. Any disputes or claims that arise under this contract shall be litigated in the Circuit Court of Dodge County, WI.

14. RFB Attachments

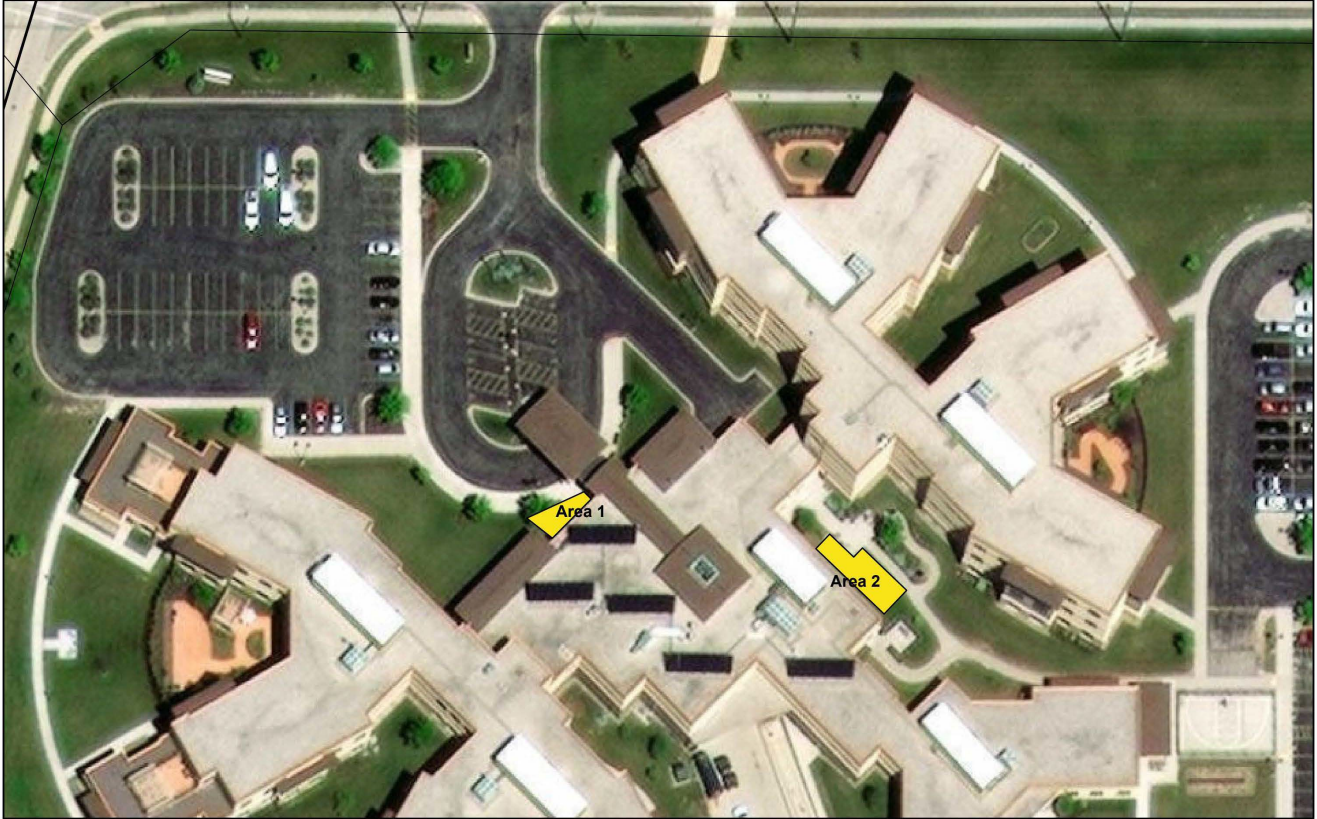
- A. Scope of Work / Specifications
- B. RFB Cost Sheet
- C. Statement of Acknowledgement
- D. Addendum Acknowledgement
- E. Contract Requirement

ATTACHMENT A

Scope of Work / Specifications

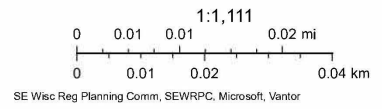
- Install two concrete patios as per diagrams below.
- A gazebo will be placed on Patio 2 by a 3rd party.
- Site Preparation:
 - Remove and dispose of all grass and debris from the site before installation of footings/patio. Ensure all sides are graded to direct water away from the building with a slight pitch away from the building.
 - Prepare site with a minimum of 4" of compacted gravel.
- Concrete Footings for Patio 2
 - Footing Depth shall be 6" below frost grade.
 - Footing shall be placed and installed per the diagrams below "Footing Plan" and "Footing Specification".
 - The Contractor is not responsible for setting the post anchors in the concrete footings.
- Concrete patios shall be constructed with 5" reinforced concrete with a minimum 4,000 PSI and constructed per Wisconsin Building Code.
- Upon completion of the patios the contractor shall backfill, finish grade, seed and mulch. Topsoil to be added and finely graded at sufficient height to accommodate settling that will match concrete grade.
- Must be ADA accessible.
- County will provide local permitting requirements.
- Contractor to provide proper utility locates.
- Contractor shall submit proposed service agreement / contract.
- All work completed under this contract shall be warranted against defects by the contractor for one (1) year from the completion date.

Patio Locations



1/26/2026

- Roads
- Tax Parcels
- World Imagery



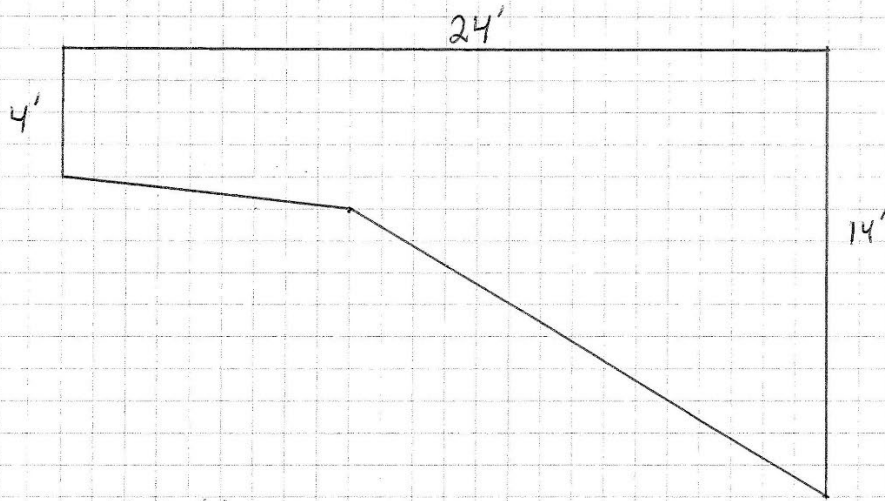
Area 1



Area 2

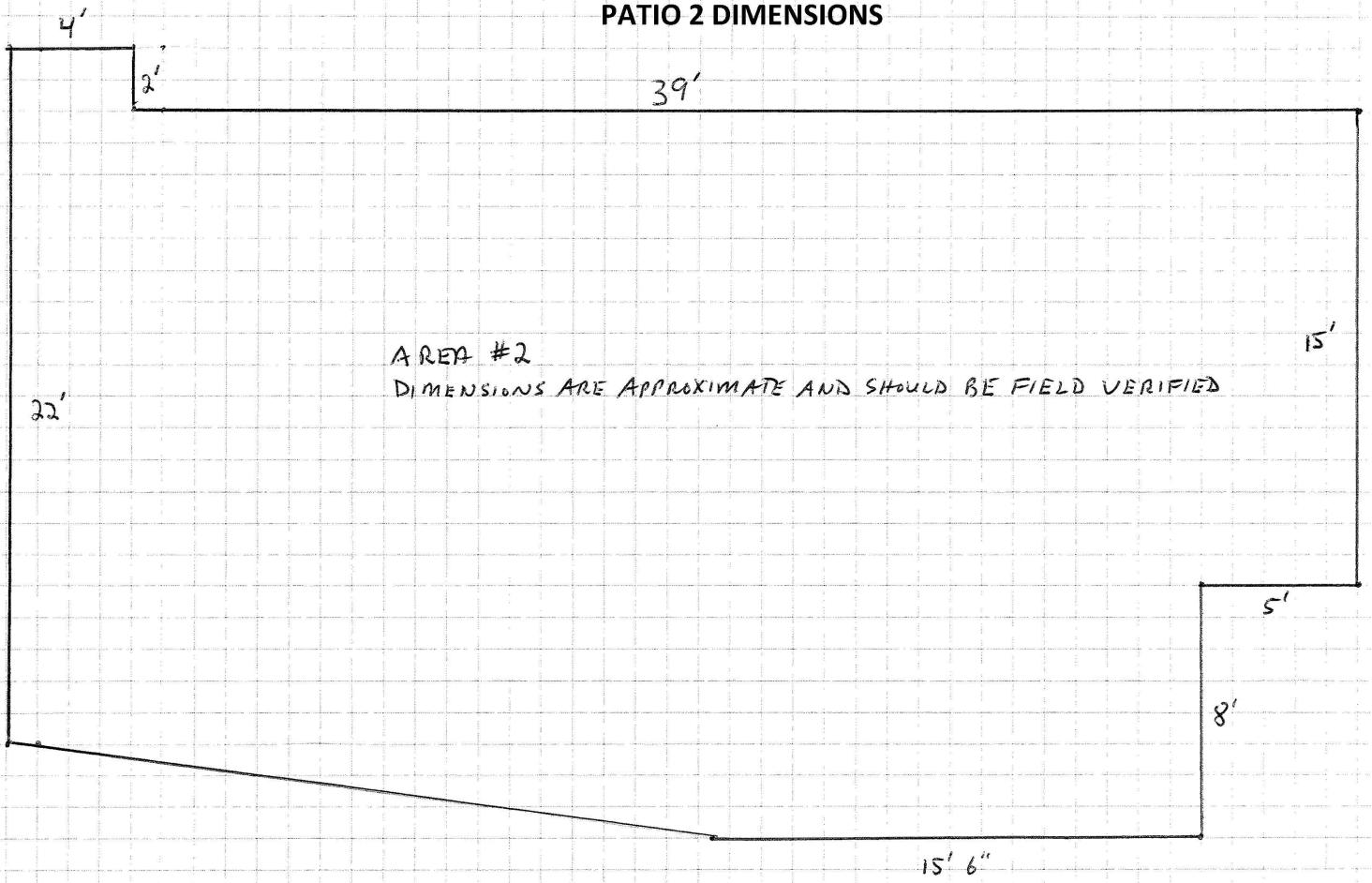


PATIO 1 DIMENSIONS



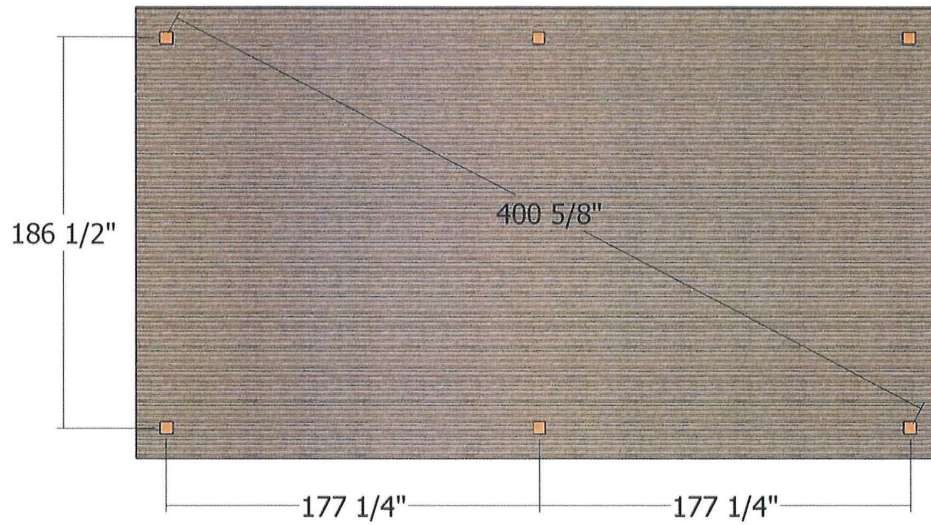
AREA #1
DIMENSIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED

PATIO 2 DIMENSIONS



FOOTING PLAN

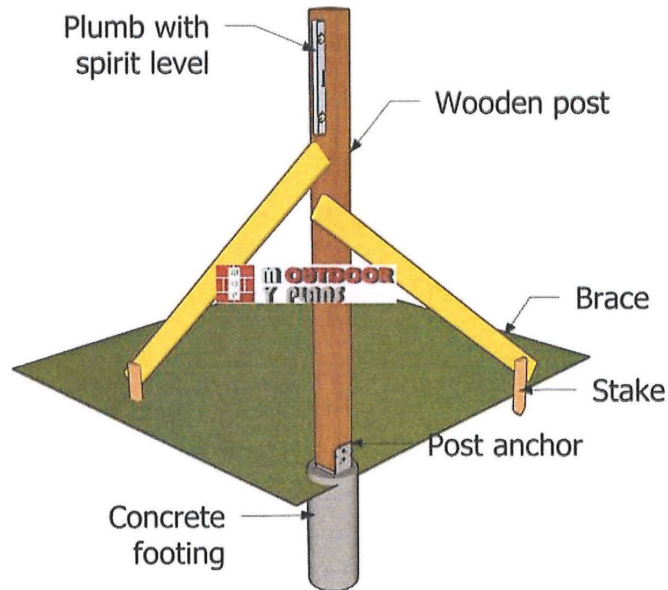
MyOutdoorPlans.com



The second diagram shows the distance between the middle of the posts, so you can easily locate the center when digging the holes for the footings.

FOOTING SPECIFICATIONS

MyOutdoorPlans.com



Setting-the-posts

Dig 3 ft holes into the ground, making sure they have about 14" in diameter. Fit the tubes then fill them with concrete and set the anchors. Align the anchors one to another and let the concrete dry out for several days. Next, attach the 6x6 posts to the anchors and plumb them with a spirit level. Use temporarily braces to lock the posts into place till you assemble the whole frame of the pavilion.

Read the local codes for more details on how to secure the posts. Use lag screws to secure the posts to the anchors. Before pouring the concrete you need to make sure the top of the posts are horizontal one to another. Use a laser to mark the level to the top of the posts and use a circular saw, if you need to make cuts.

ATTACHMENT C
Statement of Acknowledgment

Complete this page and include it with your sealed response to the request.

I have read this Request for Bid (RFB), all the attachments, addenda (if any) and exhibits issued for this project and understand the contents and requirements.

Binding Signatures:

The undersigned Contractor, submitting their bid, hereby declares and agrees to be bound, and to perform the work in accordance with all the terms, conditions and requirements of this Request for Bid, the within and foregoing bid, the contract, the applicable specifications, special provisions, and the schedule of prices as hereby submitted and made part of their bid submission.

Company Name: _____

Address: _____

Original Signature: _____

Name (Print/Type): _____

Title _____ Date _____

Phone Number: _____ Fax Number: _____

E-mail: _____

ATTACHMENT D
Addendum Acknowledgement

Complete this page and include it with your sealed response to the request.

The undersigned acknowledges receipt of the following addendum(s) by checking the box(es) below:

- | | |
|---|--|
| 1 <input type="checkbox"/> Dated _____ | 4 <input type="checkbox"/> Dated _____ |
| 2 <input type="checkbox"/> Dated _____ | 5 <input type="checkbox"/> Dated _____ |
| 3 <input type="checkbox"/> Dated: _____ | 6 <input type="checkbox"/> Dated _____ |

Additional Addenda should be written here:

If no addenda were issued, please state below, complete the form, and submit with the bid package.

I/we further certify that no agreement has been entered into to prevent competition for said work and that I/we carefully examined the plans, specifications, and all other project documents.

I/we further agree to enter into the contract, under all the terms, conditions and requirements of those documents.

Company Name

Representative Signature

ATTACHMENT E
Contract Requirement

The awarded bidder will be required to provide a written contract outlining the terms and conditions for review and approval, please provide a sample contract with your bid.