

REQUEST FOR PROPOSALS (RFP)
Orchard Manor Parking Lot Lighting Project
Grant County, Wisconsin

I. INTRODUCTION

Grant County, Wisconsin is requesting sealed proposals from qualified and licensed electrical contractors to provide design and installation services for the replacement of parking lot lighting at Orchard Manor, located at **8800 Hwy 61/35/81, Lancaster, WI 53813**.

This public works project shall comply with all applicable Wisconsin statutes and local ordinances governing procurement, contracting, and construction for public entities.

II. PROJECT OVERVIEW

This project involves:

- Removal of existing lighting and associated concrete bases.
- Design and installation of new lighting to match the existing fixtures at the adjacent Community Services Building.
- Installation of conduit and electrical wiring, terminating at designated panels within the building.
- Inclusion of outlets and conduit for future use.
- Coordination with the scheduled Orchard Manor drainage and road replacement project (anticipated **early Spring 2026**).

A site visit is strongly recommended. A scheduled walkthrough will be held on **September 18, 2025 at 1:00 PM**. For questions or to arrange an alternate site visit, contact:

Garry Pluemer
Facilities and Maintenance Director
Email: gpluemer@co.grant.wi.gov
Phone: (608) 723-6438

III. SCOPE OF WORK

The selected contractor shall:

1. **Remove** all old light poles and concrete bases. Removed fixtures shall be returned to the County.
2. **Ensure** any existing lights that are not removed remain operational throughout the project.
3. **Design and install** new lighting fixtures across the entire west (front) side of Orchard Manor, including the signage area.
4. **Match** the style and specifications of lighting used at the Community Services Building.
5. **Install concrete poles** per attached specifications.

6. **Terminate electrical wiring** in the existing lighting panel located in the basement electrical room.
7. **Install two (2)** short decorative fixtures at the front entryway.
8. **Install one (1) extra 1" conduit** at each pole for future use, terminating in electrical room 109.
9. **Include a 110V outlet** at each pole, with two circuits north and two circuits south of the main entrance. All outlets shall terminate in panel in electrical room 109.
10. **Obtain and coordinate all required permits and inspections.**

Contractor must be responsible for all labor, materials, permits, and final inspection compliance.

IV. SUBMISSION REQUIREMENTS

Proposals shall include:

- Detailed design and product specifications.
- Project timeline.
- Total cost estimate.
- Proof of licensure and insurance.
- References from similar projects completed within the past five (5) years.

V. PROPOSAL DEADLINE

All proposals must be received by **4:00 PM on September 30, 2025**.

Submit via email to:

- **County Clerk** at: countyclerk@co.grant.wi.gov
- **Garry Pluemer** at: gpluemer@co.grant.wi.gov

Or deliver in person or by mail to:

Grant County Clerk's Office

111 S. Jefferson St.

Lancaster, WI 53813

VI. CONTRACT AWARD

Grant County reserves the right to reject any or all proposals, waive any technicalities or irregularities, and award the contract in the best interest of the County. Award will be based on qualifications, cost, design approach, and ability to complete the project in coordination with the roadwork schedule.

VII. ATTACHMENTS

- Concrete pole specifications
- Site map or lighting layout (if available)