

**CITY OF TWO RIVERS, WISCONSIN**

**INVITATION TO BID (ITB)**

**Paddlers Park Boat Ramp Project**

ITB Issued: April 1 , 2026

Questions Due: April 10, 2026 by 4:00 PM CST

Addendum Issued (if needed): No later than April 15, 2026

Bids Due: April 27, 2026 at 1:00 PM CST

Proposal Review by Staff: April 27, 2026 (proposals opened at 1:00 PM)

City Council Award: May 4, 2026

**Issued by:**

Mike Mathis

Director of Parks and Recreation

City of Two Rivers

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## **LEGAL NOTICE OF INVITATION TO BID**

The City of Two Rivers is requesting sealed bids from qualified general contractors for the installation of a cable concrete mattress boat ramp located at 1299 27<sup>th</sup> Street, Two Rivers, Wisconsin. Sealed proposals will be received until April 27, 2026 at 1:00 PM CST. Proposals will be opened and read aloud at the City of Two Rivers Parks and Recreation Department, Two Rivers Community House, 2nd Floor Director's Office, 1520 17th Street, Two Rivers, WI 54241. The City reserves the right to reject any and all bids, waive informalities, and award the contract to the lowest responsive and responsible bidder deemed in the best interest of the City.

### Publication Schedule:

- Herald Times Reporter – Friday, April 3, 2026
- Herald Times Reporter – Monday, April 6, 2026

## **1. Introduction**

The City of Two Rivers Parks and Recreation Department is soliciting sealed bids from qualified contractors for the installation of a cable concrete mattress boat ramp at Paddlers Park, located at 1299 27th Street, Two Rivers, Wisconsin.

The purpose of this project is to improve safe and reliable water access for boaters by installing a durable, low-maintenance launch surface designed to withstand fluctuating water levels and shoreline conditions.

## **2. Project Description and Scope of Work**

The project consists of furnishing all labor, materials, equipment, and incidentals necessary to complete the installation of a cable concrete mattress boat ramp system. Contractors are responsible for verifying quantities and site conditions prior to bidding.

Work generally includes:

- Site preparation and grading of the existing shoreline
- Placement of sub-base material (clear stone)
- Installation of cable concrete mattress sections
- Final grading and tie-in to existing site conditions
- Coordination of equipment access and staging
- Site restoration and cleanup

Based on preliminary estimates, the system includes approximately:

- Four (4) 8' x 16' cable concrete mattress sections (4.5" thick)
- Approximately 18 tons of ¾" clear stone base material
- Associated installation equipment and lifting apparatus

The contractor shall provide all services necessary to complete the project, including but not limited to:

### **Pre-Construction**

- Site review and verification of conditions
- Coordination with City staff
- Procurement of materials

### **Construction**

- Delivery and staging of materials
- Shoreline grading and preparation
- Installation of stone base
- Placement and anchoring of cable concrete mattress system
- Final grading and stabilization

### **Post-Construction**

- Site cleanup and restoration
- Removal of excess materials and debris
- Final walkthrough with City staff

All work must comply with applicable:

- Local, state, and federal regulations
- Shoreline and environmental requirements
- OSHA safety standards

### **3. Project Budget and Base Bid**

Bidders shall submit a Lump Sum Base Bid for all work required to complete the project as outlined in project description.

The City has established a maximum available project budget of \$28,000. Bids exceeding this amount may be deemed non-responsive or may require the City to reject all bids and re-evaluate the project scope.

### **4. Bid Award Criteria and Bidder Qualifications**

The contract will be awarded to the lowest responsive and responsible bidder.

Responsive means the bid is submitted on time, is completely filled out, includes all required component cost estimates, and complies with all instructions in this ITB.

Responsible means the bidder demonstrates the capability, experience, and integrity to successfully complete the project. To determine responsibility, the City reserves the right to require the apparent low bidder to submit the following within 48 hours of the bid opening:

- Experience: Evidence of completing at least three (3) similar municipal or commercial renovation projects within the last five (5) years.
- References: Contact information for past clients verifying quality of work and adherence to timelines.
- Financial Capacity: Proof of adequate bonding capacity, insurance, and financial stability.
- Schedule Adherence: A statement confirming the ability to meet the City's preferred construction timeline.

The City of Two Rivers reserves the right to reject the bid of any contractor who, in the sole judgment of the City, is not deemed "responsible."

### **5. Permitting**

The City of Two Rivers will be responsible for acquiring all appropriate permits and inspections.

### **6. Preferred Construction Timeline**

The City desires completion of the project by June 30<sup>th</sup>, 2026.

Bidders shall include:

- Estimated start date
- Estimated duration

The City is flexible but prefers completion as soon as practical following award.

## **7. Questions and Request for Site Visit**

Contractors are strongly encouraged to conduct a site visit prior to submitting a proposal. Site visits will allow proposers to review existing site conditions, access points, utilities, mechanical systems, and overall site constraints that may impact construction planning and cost.

Site visits must be scheduled in advance by contacting Mike Mathis at the City of Two Rivers Parks and Recreation Department. Contractors should coordinate directly with Mr. Mathis to arrange a mutually agreeable date and time.

Mike Mathis, Director of Parks and Recreation, Two Rivers Parks & Recreation  
Email: mikmat@two-rivers.org  
Phone: 920-793-5591

Contractors are responsible for conducting any site observations necessary to prepare a complete and accurate proposal. Failure to visit the site shall not relieve the selected contractor from performing all work required under this ITB for the proposed price.

## **8. Contractor's Insurance Requirements**

The Contractor shall purchase and maintain insurance to protect the Contractor and the City of Two Rivers from claims which may arise out of or result from the Contractor's operations under this Contract. The contractor must provide the Certificate of Insurance at award or prior to project start date. Proof of coverage meeting the following minimum limits must be provided to the City:

1. Worker's Compensation Insurance and related coverages.
  - a. Workers' Compensation: Statutory requirements for the duration of the project.
  - b. Employer's Liability: \$500,000
  - c. Out-of-State Endorsement: Projects in Wisconsin constructed by out-of-state contractors or subcontractors must be so endorsed on the policy and noted on the certificate
  - d. Subcontractors: Prime Contractors shall require all subcontractors to provide Workers' Compensation for their employees unless they are covered by the Prime Contractor's policy.

### **2. General Liability**

The policy shall be in the name of the Prime Contractor and include Completed Operations, Product Liability, and Independent Contractor's Contingent coverage. Minimum limits:

- a. Each Person: \$1,000,000
- b. Each Occurrence: \$1,000,000
- c. General Aggregate: \$2,000,000

### **3. Automobile Liability**

Insurance policy shall be provided by and in the name of each Prime Contractor. Coverage shall include all owned, non-owned, and hired vehicles. Prime Contractors shall require similar coverages by subcontractors.

Minimum Limits:

- a. Bodily Injury: \$1,000,000 per person / \$1,000,000 per occurrence
- b. Property Damage: \$1,000,000 per occurrence
- c. Combined Single Limit: \$1,000,000

### **4. Umbrella Coverage**

This policy shall be provided by and in the name of each Prime Contractor. The Umbrella policy shall provide additional coverage over the primary General Liability, Automobile Liability, and Employer's Liability policies.

Limit (Each Occurrence/Aggregate): \$2,000,000

- 5. Contractor's Pollution Liability:
  - a. Each Occurrence \$N/A
  - b. General Aggregate \$N/A

If box is checked, Contractor is not required to provide Contractor's Pollution Liability insurance under this Contract

- 6. Contractor's Professional Liability:
  - a. Each Claim \$N/A
  - b. Annual Aggregate \$N/A

- 7. The City of Two Rivers, Wisconsin, shall be named as an "Additional Insured" on all liability policies.

## 9. Site and Reference Images



Figure 1: Site Photo



Figure 2: Site Photo



Figure 3: Site Photo



Figure 4: Site Photo



Figure 5: Example concrete mattress ramp