



## **WASHBURN COUNTY CLERK**

P.O. Box 639 --- 10 4<sup>th</sup> Avenue  
Shell Lake, Wisconsin 54871  
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[coclerk@washburncounty.wi.gov](mailto:coclerk@washburncounty.wi.gov)

**Alicia Swearingen, County Clerk**  
Rosie Hauk, Deputy County Clerk  
Mickee Latz, Chief Deputy County Clerk

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### **WASHBURN COUNTY REQUEST FOR PROPOSAL**

**Washburn County is requesting bid proposals:**

**Birchwood Senior Center Roofing/Window Project 2026 Specification guidelines:**

#### **Roof:**

Tear off existing shingles and underlayment. Install new Ice and Water guard at lower edges. Install new synthetic felt underlayment everywhere else. Prep for and install ridge vent. Install CertainTeed Landmark Architectural 30 year shingles or equivalent. Dispose of old roofing and other waste materials. Possible unforeseen decking repairs will be handled on a T&M basis. Photo documentation will be required. Proof of contractors' insurance required. All work to be completed in a professional manner.

#### **Windows:**

Remove and replace 12 windows. Provide and install custom vinyl, Lo-E, and double insulated slider windows. Provide and install interior and exterior window trim for a complete installation. Dispose of old windows and waste materials. Possible unforeseen wall repairs will be handled on a T&M basis. Photo documentation will be required. Proof of contractors' insurance required. All work to be completed in a professional manner.

Response deadline for sealed proposals will be no later than 4:00 p.m. on Friday, May 22, 2026 and must be submitted to the Washburn County Clerk's office at P.O. Box 639, 10 4<sup>th</sup> Ave, Shell Lake, WI 54871. For questions, please contact 715-520-2477 or [fmurphy@co.washburn.wi.us](mailto:fmurphy@co.washburn.wi.us).

Bid open will take place at the Public Property Committee meeting scheduled for June 1, 2026 at 9:30 a.m. located in the County Board Room, 304 2<sup>nd</sup> street, Shell Lake, WI.

Washburn County reserves the right to accept or reject any bids, to waive any technicalities and to select bid proposal deemed most advantageous to Washburn County.