**ADVERTISEMENT FOR BIDS (TEMPLATE)**

*This template is provided as a tool to assist in the creation of an advertisement for bids.*

*It is not required and may be modified/customized to include all required language and specifications for the grantee’s project. The advertisement for bids must comply with* [*Wis.Stats. 66.0901*](https://docs.legis.wisconsin.gov/statutes/statutes/66/ix/0901) *and other applicable State Statutes, including but not limited to meeting class 2 notice requirements (specified in* [*Wis.Stats. ch. 985*](https://docs.legis.wisconsin.gov/statutes/statutes/985)*). Additional publication insertions and earlier publishing periods are allowed and encouraged to allow for more time for bidder responses. Refer to Chapter 3 and Chapter 7 of the* [*FFP Implementation Handbook*](https://energyandhousing.wi.gov/Pages/AgencyResources/FFP-Implementation-Resources.aspx) *for additional guidance for construction bidding and contracting.*

#### ADVERTISEMENT FOR BIDS

**(Grantee NAME)**

**(FFP Grant Agreement #)**

Separate sealed bids for the (Project Name) for (Brief Project Activities Descriptor) will be received by (Name of Grantee and Office/Department) at the office of (Name of Office/Department) on (Date) until (Time) & (AM or PM) and then at said office publicly opened and read aloud on/at this date and time.

The information for bidders, form of bid, form of contract, plans, specifications, and forms of bid bond, performance and payment bond, and other contract documents may be examined at the following location(s):

(Physical location address(es) and/or website(s) address(es)).

Prequalification of bidders will not be required. (OR enter pre-qualification specifications.)

Copies may be obtained at the office of (Name of Office/Department) located at (Office Location Address) upon payment of ($Amount) for each set. Any successful bidder, upon returning such set promptly and in good condition, will be refunded his/her payment, and any non-bidder upon so returning such set will be

refunded ($Amount) . The owner reserves the right to waive any informalities or to reject any or all bids.

Each bidder must deposit with his/her bid, an amount to secure the bid and subject to the conditions provided in the information for bidders, in accordance with bidding requirements set forth in Wis.Stats. § 66.0901 [list other statute(s) pertaining to the grantee and their project, including but not limited to  [§ 59.52](https://docs.legis.wisconsin.gov/document/statutes/59.52(29))(29)-(31) (county), § [60.47](https://docs.legis.wisconsin.gov/document/statutes/60.47) (town), § [61.50](https://docs.legis.wisconsin.gov/document/statutes/61.50) and § [61.54](https://docs.legis.wisconsin.gov/document/statutes/61.54) through § [61.57](https://docs.legis.wisconsin.gov/document/statutes/61.57) (village), and § [62.15](https://docs.legis.wisconsin.gov/document/statutes/62.15) (city)].

The contract shall be subject to the Contract Work Hours and Safety Standards Act (CWHSSA), 40 U.S.C. 3702 and 3704, and DOL (29 CFR Part 5); Fair Labor Standards Act (FLSA); and fair labor practices and wage standards for the program under which the contract is funded, [and list other federal labor laws, if applicable to the project]; and subject to the federal and state equal opportunity provisions, as specified in the bid packet. Small businesses, minority-owned and women-owned business enterprises (MBEs, WBEs), disabled veteran-owned businesses (DVBs), and firms in labor surplus markets are encouraged to participate in the bidding.

No bidder may withdraw their bid within [# of days, e.g., 30 days] after the date of the opening thereof.

Contracts awarded under this advertisement for bids may be funded in whole or in part by the U.S. Department of Treasury’s Capital Project Fund through a grant awarded to the owner named above from the State of Wisconsin Department of Administration Flexible Facilities Program (FFP); and will be subject to all program requirements specified in the bid packet.

(Chief Elected Official Name and Title)

(Grantee Name)

(Date)