

**Stockbridge-Munsee Community  
Health and Wellness Center  
Bowler, Wisconsin**

**Request for Proposals  
Replacement of Exterior Windowpanes  
Health and Wellness Center**

**May 18<sup>th</sup>, 2026**

**I. Introduction**

The Stockbridge-Munsee Community (“Tribe”), a federally recognized Indian Tribe, is seeking proposals from qualified contractors to replace existing windowpanes at the following building. If you want to put in a bid, we require a walk-through prior to bidding to ensure pricing accuracy.

Stockbridge-Munsee Health and Wellness Center W12802 County Highway A. Bowler,  
WI 54416

The successful contractor will be expected to complete the agreed-upon repair and/or replacement within the terms of the contract.

**II. Schedule**

Sealed proposals for the services requested in the RFP will be received until June 5<sup>th</sup>, 2026, until 4:00 pm, Central Daylight Time. Proposals must be identified as being “Bids for Replacement of Exterior Windowpanes” on the outside of the envelope. Proposals shall be hand-delivered to:

Stockbridge-Munsee Tribal Secretary  
N8476 Moh He Con Nuck Road  
Bowler, WI 54416  
Telephone 715-793-4387

The Tribe reserves the right to conduct interviews and anticipates that the successful proposer will be selected by June 12<sup>th</sup>, 2026. The design work, including preparation of construction documents, building permits, and specifications, should be completed by the contractor on or around June 26<sup>th</sup>, 2026.

### **III. Project and Scope of Services**

The tribe intends to replace the existing exterior windowpanes at the aforementioned building due to these items being beyond their life expectancy and at risk of failure. The replacement must be done to comply with the State of Wisconsin building codes.

The successful firm will work with tribal staff as appropriate to provide the following services on the Project.

1. Replace existing exterior windowpanes with properly sized and constructed windowpanes, interior and exterior glass seals, and anti-walk blocks.

Bidders may contact the Tribe's Health Center Facility Manager (715-793-5047) to schedule an appointment to review the existing buildings and visit the proposed sites.

### **IV. Qualifications**

The successful bidder must meet the following minimum qualifications.

- A. Be licensed to provide services in the State of Wisconsin.
- B. Hold insurance coverage from a reliable company acceptable to Tribe and licensed to do business in the State of Wisconsin at industry standard levels, but in no case less than the levels indicated:
  - Workers' Compensation Insurance at statutorily required levels.
  - Commercial General Liability Insurance at \$1 million per incident and \$2 million aggregate.
  - Professional Liability Insurance, if applicable, at \$1 million per incident and \$2 million aggregate.
  - Business Auto Insurance, which also covered hired and non-owned autos at \$1 million per incident and \$2 million aggregate.

### **V. Proposal Requirements**

At a minimum, the proposal must contain the following information. A proposal that does not contain this information shall be deemed non-responsive and is subject to rejection.

1. Identify the bidder's qualifications to provide the proposed construction services.
2. Identify experience with completing similar projects.
3. Describe the process proposed to provide services.
4. Identify the timeline to complete the services.
5. Identify the fee for this service. The fee should be broken down into the following costs.
  - a. Cost of materials
  - b. Cost of labor
6. Identify key personnel and the areas of responsibility, including the Owner's contact.

7. Identify any deviations from this RFP.

Questions concerning this RFP can be directed to Robert Hurlburt at the Stockbridge-Munsee Health and Wellness Center W12802 County Highway A Bowler, WI 54416. Telephone 715-793-5047.  
Email: [robert.hurlburt@mohican.com](mailto:robert.hurlburt@mohican.com)

**VI. Additional Information**

The successful bidder will be selected in accordance with tribal bid policies, as applicable. This RFP does not commit the Tribe to award a contract or pay any costs associated with the preparation and presentation of a proposal. The Tribe reserves the right to revise the selection process and, in its sole discretion, to accept or reject any and all responses to this RFP. The Tribe may negotiate with or request additional information from any or all considered bidders. The Tribe may waive information or irregularities in a proposal.

The successful bidder will be required to enter into a contract with the Tribe. The successful bidder will be required to carry all appropriate insurance, such as professional liability, errors and omissions, general liability, vehicle, and worker compensation coverages. The successful bidder must not engage in discriminatory conduct and may not be a barred contractor under tribal or federal contracting requirements.