The University of Wisconsin – Madison is seeking information regarding opportunities to lease an estimated 3,000 – 100,000 square feet of office, laboratory, art studio, vehicle fleet, and storage space within the city of Madison. Preferred locations would be proximate to the UW – Madison campus. We are looking to enter into a full-service gross lease, or leases, including all operating expenses, real estate taxes, utilities, in-suite janitorial, common area maintenance charges (CAM), parking, etc. It is necessary that the premises be in turnkey condition including furniture, data cabling, and all necessary tenant improvements. This solicitation may result in multiple leases of varying sizes. All space should be above ground with windows, except storage rooms. All leased premises must be available for occupancy between January 1, 2024 and August 1, 2024 and must be fully ADA compliant.

All responses should contain:
1. Completed response sheet identifying the gross rental rate.
2. Information on building shared area amenities, parking, and existing building utilities services (including a list of telecommunications and fiber carriers). Buildings can be either single-tenant or multi-tenant.
3. Area map indicating building location and proximity to parking.
4. Building floor plans and building photo if available

This is a Request for Information (RFI) and not a Request for Proposal (RFP). A formal RFP may not be issued; therefore, all responses must be as complete and accurate as possible. A breakdown of the rental rate is required on the submittals. Final terms and conditions are negotiable. All leases with rent and buildout commitments greater than $1 Million for the initial term or any renewal or lease terms longer than five-years require approval by the Board of Regents of the University of Wisconsin System.

If you are interested in responding to this RFI, please email all requested information no later than NOON, Friday, June 30, 2023 to uwrealestate@fpm.wisc.edu. All responses should be submitted via this email address and contain UW-Madison RFI Response in the subject line.
FACILITY ADDRESS:  _______________________________________________________________
__________________________________________________________________________________

RATE PROPOSAL:

I. SQUARE FOOTAGE
A) Total useable square feet (does not include public area)  _____________
B) Total rentable square feet (includes common area)  _____________

II. RATE CALCULATION: Per Rentable square footage
Complete the following: (amounts should be listed as cost per square foot)
A) Base Building Rate. (Net Rate). ________/sq. ft.
B) Premise Utility Costs – (heat, air conditioning, water, sewer, electricity) ________/sq. ft.
C) Janitorial Services (assume full-service 5 days per week) ________/sq. ft.
D) CAM (insurance, full demised Premise maintenance and all other facility costs) ________/sq. ft.
E) Real Estate Taxes ________/sq. ft.

Total Gross Rate Offered Per Rentable Square Foot Per Year (Sum of A, B, C, D, E) ________/sq. ft.
Tenant Improvement Allowance included in the base rate ________/sq. ft.
Furniture Cost Allowance included in the base rate ________/sq. ft.
Data Cabling Allowance included in the base rate ________/sq. ft.

III. TERMS AND CONDITIONS:
A) Annual Escalator: ____________________________________________________________
C) Length of Lease: Three (3) to Five (5) years
D) Renewal Option(s): Multiple renewal options
E) Tenant Access: to be determined
F) Tenant Occupancy Date: to be determined

IV. SUBMITTED BY:

Contact Name  Firm Name

Firm Street Address  Firm City, State, Zip

Telephone Number/ Fax Number  Authorized Signature