



## REQUEST FOR INFORMATION

The University of Wisconsin-Madison is seeking information to purchase or lease sites and associated buildings/site/space to accommodate the following:

- Fleet Service Garage
- Fleet Rental Area
- Parking for Vehicles

We are looking to purchase or enter into a full-service gross lease(s) with an option to purchase including all operating expenses, real estate taxes, utilities, office 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. We are seeking an initial lease term of ten (10) years with at least two five-year renewals with an option to purchase.

**Facility(s) must be zoned appropriately to allow for programs identified below including automotive repair work and parking of vehicles.**

### 1) Fleet Service Garage Program & Fleet Rental Area

The facility should accommodate approximately 13,000 - 16,000 square feet of conditioned space to be used as the fleet service garage and rental office within the City of Madison. Preferred locations would be proximate to the UW – Madison campus serviced by public transportation. The fleet service garage must accommodate large vehicles and have adequate space for tow trucks and large trailers.

Requirements include:

- Restrooms
- Locker rooms both men and women
- 625 square feet for hazardous waste
- 625 square feet for parts storage
- 2-3 large service bays approximately 45' x 30' x 20' tall (\*UW-Madison could supply lifts for all bays if needed)
- 5 medium service bays approximately 28' x 28' x 20' tall (\*)
- 4 additional bays of approximately 25' x 25' x 20' tall (these bays do not require lifts)

**Real Estate Development & Administration - Facilities Planning & Management**

21 North Park Street, 6<sup>th</sup> Floor      Madison, Wisconsin 53715-1211  
(608) 263-3043      [www.fpm.wisc.edu](http://www.fpm.wisc.edu)

- Service area requires a finished concrete floor 6.5” slab, 3000 PSI, #6 rebar reinforcement or equivalent to mount lifts or the ability for Owner or UW to add necessary footings in the floors to adequately mount lifts
- Adequate electrical power to run repair equipment
- Ability to distribute compressed air
- Fiber connectivity or capability of fiber connectivity

The fleet rental area requires:

- 1,200 square feet of office space to accommodate a reception area, staff workspace for 4 staff offices or open office space where systems furniture could be installed (owner or UW provided furniture acceptable – please specify in response), and parts receiving area
- A secure lobby adjacent to the reception space is preferred to serve as an after-hours key pickup and drop off.
- Access to restrooms
- Well lit parking area for 60+ parking spaces

Additional preferred conditions:

- Oil pit or ability to install oil pit
- Ability for a fuel tank – above ground tank would be ok
- 1 wash bay 45’ x 30’ with gray water collection
- Area to stack tires indoor or outdoor approximately 10’ x 15’
- EV charging level 2 and/or 3 or electrical infrastructure to add these in future
- Additional acreage and/or parking lots to add up to 300 parking spaces within .5 mile of the fleet service garage.

All responses should contain a purchase and/or lease gross rental rate, information on building common area amenities, ADA accessibility, parking, and existing building utilities services (including a list of telecommunications and fiber carriers). Buildings can be either single-tenant or multi-tenant.

All responses must contain the following:

- a) area map(s) indicating building/site location(s),
- b) site plan showing site access, parking, building access and configuration of building,
- c) floor plans,
- d) building and site photos, if applicable, and
- e) completed RFI Response Sheet (Exhibit A).

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.

If you are interested in responding to this RFI, please email all requested information no later than **NOON, Friday, May 17, 2024**, to [uwrealestate@fpm.wisc.edu](mailto:uwrealestate@fpm.wisc.edu).

**Request for Information – Response Sheet**  
UW-Madison

**PURCHASE PRICE:**

**I. PURCHASE & LEASE OPTION TO PURCHASE**

- A) Purchase Price for Proposed Sites \_\_\_\_\_
- B) Provide Option to Purchase Price in Lease (years 3, 5, 7, 10) \_\_\_\_\_

**RATE PROPOSAL:**

**II. SQUARE FOOTAGE**

- A) Total useable square feet (does not include common area) \_\_\_\_\_
- B) Total rentable square feet (includes common area) \_\_\_\_\_

**III. 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 \_\_\_\_\_/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.
- F) Additional Parking (if applicable) \_\_\_\_\_/sq. ft.

**Total Gross Rate Offered Per Rentable Square Foot Per Year** \_\_\_\_\_/sq. ft.  
(Sum of A, B, C, D, E, F)

**Tenant Improvement Allowance included in the base rate** \_\_\_\_\_/sq. ft.

**IV. TERMS AND CONDITIONS:**

- A) Annual Escalator: \_\_\_\_\_
- C) Length of Lease: TEN (10) years \_\_\_\_\_
- D) Renewal Option(s): (2) 5-YEAR \_\_\_\_\_
- E) Tenant Access Date: \_\_\_\_\_
- F) Tenant Occupancy Date: \_\_\_\_\_

**V. SUBMITTED BY:**

\_\_\_\_\_  
Contact Name Firm Name

\_\_\_\_\_  
Firm Street Address Firm City, State, Zip

\_\_\_\_\_  
Telephone Number/ Fax Number Authorized Signature

\_\_\_\_\_  
Proposed Street Address Proposed City, State, Zip

\_\_\_\_\_  
Contact/Firm Email Address