



The University of Wisconsin – Madison is seeking information to potentially lease approximately 40,000 – 60,000 square feet of conditioned space, in the City of Madison, to be used as facilities maintenance shops and offices. The space will require office space for approximately 115 staff plus approximately 40 shop staff. Preferred locations would be proximate to the UW – Madison campus. We are seeking opportunities to enter into a full-service gross lease 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 data cabling, and all necessary tenant improvements. We are seeking locations that are available for access as early as April 1, 2022 and for occupancy by May 28, 2022. Facilities available on later timelines will be considered. We are seeking an initial lease term of three or five years with two two-year renewals. Facility must be zoned appropriately to allow for shop work, including welding, painting, carpentry, and metal fabrication. Proximity to public transportation is preferred and location must have a fiber connection or capability of fiber connection. Other requirements include:

- Approximately 11,000 square feet of office space
- Approximately 30,000 – 40,000 square feet of shop and storage space
- Restrooms
- Locker-rooms with 50 lockers total
- Breakroom
- Parking for 60 work vehicles and 85 employee vehicles
- Three Phase power
- Truck height loading dock with dock leveler
- Paint Booth

All responses should contain 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. If proposed site is multi-tenant, tenants must be tolerable of fabrication noise and odors.

All responses must contain the following: a) area map indicating building location, b) site plan showing site access, parking, building access and configuration of building, c) floor plans, d) building 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.

Space Management Office - Facilities Planning & Management
30 North Mills Street, 4th Floor Madison, Wisconsin 53715-1211
(608) 263-3045 www.fpm.wisc.edu

EXHIBIT A - If you are interested in responding to this RFI, please email all requested information no later than **NOON, Thursday, April 22, 2021** to brent.lloyd@wisc.edu

Request for Information – Response Sheet
UW-Madison

RATE PROPOSAL:

I. SQUARE FOOTAGE

- A) Total useable square feet (does not include common 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 _____/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** _____/sq. ft.
(Sum of A, B, C, D, E)
- Tenant Improvement Allowance included in the base rate** _____/sq. ft.

III. TERMS AND CONDITIONS:

- A) Annual Escalator: _____
- B) Length of Lease: Three (3) to Five (5) years _____
- C) Renewal Option(s): Multiple renewal options _____
- D) Tenant Access: No later than December 1, 2021 _____
- E) Tenant Occupancy Date: No Later than February 1, 2022 _____

IV. OTHER REQUIREMENTS

- A) Number of Parking spaces _____
- B) Current electrical service _____
- C) Located in proximity to public transportation _____
- D) Fiber optics connection _____

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