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.
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