



**REQUEST FOR ARCHITECTURAL & ENGINEERING
SERVICES**

Lincoln Hall Renovation

August 2011

Project No. 11G3Q

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Background and Purpose

Lincoln Elementary School was originally built in 1964. An elevator was added in 1994. The building has received no major renovations.

The school had been closed by the Oshkosh School District starting with the fall semester 2009. Prior to closure, the property was used primarily as an elementary school with the parking lot as a secondary usage to support the school. The total acreage of the property is 2.41 acres (104,980 sq ft), which is comprised of approximately 48,000 sq ft of paving and private sidewalks, 18,000 sq ft of building footprint and the remain approximately 39,000 is green space. It was zoned R2-PD.

The purchase of the property by Board of Regents of the University of Wisconsin System from the Oshkosh Area School District was completed on August 21, 2010. This property does have a permanent easement with the Oshkosh Area School District for the purpose of installation, operation, maintenance, repair, replacement or extension of underground utility facilities including: conduit, cables, electric pad mounted transformers, concrete pads, junction boxes, pedestals, together with all necessary and appurtenant equipment under and above ground which grantee deems necessary to transmit electrical energy and signals. Prior to the purchase of the property a

City of Oshkosh common council approved a conditional use permit and planned development rezoning to R-5PD which is consistent with the balance of the campus property on October 5, 2010 with some conditions. At this time the facility was renamed Lincoln Hall.

Currently the building is unoccupied. One room on the 2nd floor houses the Oshkosh Area School District Communications distribution for which the easement is noted above.

This project will relocate two important programs of the university to the periphery of campus providing easier access for the students using the services provided by these programs. These programs are the Division of Lifelong Learning and Community Engagement and the Children's Learning and Care Center.

Project Scope and Description

This project will completely remodel the existing 20,163 ASF/34,235 GSF Lincoln Hall and property into space for the functions of the Division of Lifelong Learning and Community Engagement and the Children's Learning and Care Center and parking. The Children's Learning and Care Center provides day care services for the children of students, staff and faculty as well as learning opportunities for students in early childhood education. The Division of Lifelong Learning and Community Engagement programs are geared toward nontraditional students and adults who access services at off hours and will benefit from an easily accessible location. Once the renovations are complete and the occupants have moved in the parking will be used as a commuter, staff and faculty lot with a couple of spaces for maintenance vehicles.

The Division of LLCE will be able to be consolidated into one location. The children's center will be able to be located on 1 floor, which eliminates using stairs with young children and other logistical issues associated with professional staff supervising students/volunteers. Office, counseling, conference/meeting and support spaces will be created for each program, as required

Work includes, but is not limited to, a complete remodeling of the interior of the building and reconfiguring it for the new occupants. The heating/ventilating system was designed for a very different occupancy and currently does not have air conditioning. A new (stand alone) HVAC system will be installed; plumbing and electrical systems replaced and or upgraded to meet code and the requirements of the future identified occupants and their programmatic needs. In addition, a fire sprinkler system will be added. The remodeling shall incorporate appropriate lighting, voice/data/video connections, acoustic treatment in the open office areas where appropriate, secure records storage rooms, roof, window, door and hardware replacement. The project will also purchase the appropriate furniture and equipment etc., as one would find in a modern up-to-date facility for each type of program. New windows and exterior envelope repair will be part of the project as well.

The building has not been remodeled or renovated since it was originally constructed 23 years ago, with the exception of work in 1988 to install a passenger elevator in the main entry area to provide accessibility to the second floor and

basement. The building will require a major overhaul to meet the needs of the future occupants and to address building code and backlog maintenance issues.

Scope of Services

The preferred A/E team should have experience within the last five years of designing a child care facility as well as office space, for a four-year college or university, of a scope and size similar to this project. Specialized expertise in child care in accordance with State of Wisconsin daycare licensing requirements would be considered beneficial. The consultant team should have expertise in sustainable design, including familiarity with use of the LEED rating system. The consultant team should have experience in working with a diverse constituency in a highly interactive design process.

The A/E team will be selected based on qualifications to perform all design and construction administration services with an initial contract for the pre-design services. The University of Wisconsin (agency) is requesting the A/E provide the agency-delegated responsibilities for Pre-Design services as outlined in the DSF “Policy and Procedure manual for Architects/Engineers and Consultants” (Section 3). Additionally, the A/E shall provide the following agency requested Pre-Design services:

- Conduct a facility condition assessment, including but not limited to the roof, building exterior, plumbing systems, electrical systems, playground equipment, parking and traffic circulation, etc.
- Evaluate the feasibility and cost benefit analysis of connecting this facility to the central campus steam chilled water utility system per the Campus Master Utility Plan.
- Perform a program review including the space tab information contained in this document and make recommendations,
- Develop a complete Program Statement for the project including:
 - Site analysis including condition and capacity of utility mains.
 - Evaluation of the existing building
 - Preliminary blocking/stacking diagrams;
 - Code review;
 - Verification of the budget with budget reduction options.
 - Provide space tabulation and complete room data sheets.
- Update the Project Schedule
- Update the Project Budget
- Conduct a sustainable design workshop with project team and campus participation and prepare DSF Sustainable Facilities Checklist with notation of applicable and appropriate sustainable design approaches.
- Develop a Concept Report (approximately 10% design) for the project, including comparative analysis of alternative design concepts, functional analysis, schematic plans, narrative descriptions of building systems, utilities and infrastructure considerations, and identification of alternatives with budgets and schedules.

The Division of State Facilities (DSF) may retain under separate contract the services of a waste management organization to provide technical assistance to the A/E in development of waste management requirements for demolition debris and construction waste.

Project Budget

Hazardous Material Abatement	\$50,000
Construction (including demolition):	2,564,000
Project Contingency:	261,000
A/E Fee	204,000
Other Fees	76,000
DSF Management Fee:	115,000
Movable Equipment:	261,000
Special Equipment	945,000
% for Arts	0
Total	\$4,476,000

Project Schedule

Consultant Selection	August 2011
Pre-Design Submittal	October 2011
A/E Design Contract and NTP	November 2011
35% Design Report Document Submittal	January 2012
BOR/SBC Approval	February 2012
Bid Date	May 2012
Start Construction	July 2012
Substantial Completion and Occupancy	March 2013
Final Close-out of Punch List	July 2013

Since the existing programs must remain operational during the project and relocation during the academic calendar is unfeasible, consideration must be given to relocation of operations during semester breaks.

Contacts

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Project Details

The details of the project, as outlined herein, are informational only. The A/E is required to verify all information and independently develop the Pre-Design services as required in the DSF "Policy and Procedure Manual for Architects/Engineers and Consultants".

General Requirements

Lincoln School, formerly an elementary school for the Oshkosh Area School District, located at 608 Algoma Boulevard, Oshkosh, Wisconsin was acquired by the Board of Regents, UW System for use by UW Oshkosh in August 2010. This is a 2.41 acres (104,980 sq ft) parcel, which is comprised of approximately 48,000 sq ft of paving and private sidewalks, 18,000 sq ft of building footprint and the remaining approximately 39,000 sq ft is green space. It is the intention of UW Oshkosh to rename the building Lincoln Hall in honor of its former use and history. The University intends that this facility will house the Division of Lifelong Learning and Community Engagement and the Children's Learning and Care Center with the potential for other campus programs in the future in addition to the unmanned Information Technology closet for the Oshkosh Area School District. The Division of Lifelong Learning and Community Engagement have a staff of thirty-six (36) with an anticipated visitor count of twelve people per weekday. The Children's Learning and Care Center has a permanent staff and caregivers of seven and approximately 60-84 student and volunteer assistants. The program currently supports an approximate average of one hundred children on a daily basis during sessions.

Space Implications

Remodel the former Oshkosh School district's, Lincoln Elementary School (20,163 ASF/34,235 GSF) for the University's Children's Learning and Care Center (CLCC), the Division of Lifelong Learning and Community Engagement (LLCE) and shared meeting/gathering spaces.

- ❖ Children's Learning and Care Center
 - Remodel of 1st floor classrooms, food servery and gymnasium. Work includes total remodel/expansion of suite dedicated toilet room facilities; renovation of kitchen/eating area; possible creation of office suite including addition of electrical and data/phone outlets; replacement of ceiling tile, flooring and painting of all spaces. All work to be completed in accordance with Wisconsin Administrative codes including DCF 251 licensing rules for group child care centers.
- ❖ Division of Lifelong Learning and Community Engagement
 - Remodel the first floor offices, 2nd floor classrooms/office spaces and basement classrooms into suites, meeting rooms and restrooms for the Division of Lifelong Learning and Community Engagement. The scope includes total remodel of all spaces including development of private offices/open office spaces,

meeting spaces, support spaces including workrooms and staff break area. Work includes demolition/construction of walls, replacement of ceiling, lighting, flooring; addition of electrical outlets/circuits and data/phone outlets;

- ❖ Building Shared Space
 - Completely remodel/reconfigure toilet room facilities on all 3 floors. All corridors to be upgraded with new ceiling and floor tile and painting.
- ❖ Oshkosh Area School District
 - No renovation should affect connections to or the interior of the 2nd floor location of the Oshkosh Area School District fiber optic connection. The connections and equipment in this room affect the emergency operations for five counties as well as the school district.

Physical Development Implications

- ❖ Building Code:
 - All toilet rooms need to be remodeled/expanded to meet ADA code and daycare licensing requirements.
- ❖ Building Systems:
 - Install campus network and telecom systems, including VoIP capabilities; add wireless access system, security cameras and emergency notification/clock system; add all building entrances to the campus's existing electronic card access system. All systems to be complete with infrastructure and equipment to make it operational.
- ❖ Design Standards:
 - Replace interior building finishes and components such as ceiling, lighting, flooring, wall finishes; reconfigure spaces as required for the future occupants; install systems furniture in private and open office areas; install modern audio-visual technology in conference/meeting rooms; comply with all ADA accessibility requirements.
 - Replacement of door locksets/exit devices to comply with campus standard, and be incorporated into the campus grand master system.
- ❖ Health, Safety, and Environmental Protection:
 - Remove asbestos containing floor tile and other materials as outlined in the Wisconsin Asbestos and Lead Management System (WALMS) Inspection report which was completed in fall 2010.
- ❖ Site Development/Improvement:
 - Redesign existing parking lot to address the needs of the future occupants and to comply with current City of Oshkosh zoning requirements and university storm water management practices as well as the right in /right out requirements of the City of Oshkosh's conditional use permit.
- ❖ Utility Systems:
 - Install approx 950 lineal ft of duct bank to connect building to existing campus electrical and fiber optic systems. A Utility Master Plan for the campus was developed by Ring & DuChateau consulting Engineers in October 2010 to provide a high level assessment that reviewed the overall condition, capacity and layout of the of the utilities. This plan can be made available upon request.

Occupants

Division of Lifelong Learning & Community Engagement

Currently three of LLCE's units and their administration are in five locations on 2 floors of Dempsey Hall and a fourth unit is on the 3rd floor of S. Polk. This makes it very difficult to function as a division and provide cohesive support to the non-traditional students and lifelong learners they support. In addition, being located on the periphery of campus will make it easier for their students coming to campus, trying to find their way around.

The Division of Lifelong Learning and Community Engagement focuses on the lifelong learner, from adult nontraditional students and career professionals to middle and high school youth. They offer excellent programs and professors to help them achieve their goals and aspirations, with the extra support and flexibility they desire through UW Oshkosh. The division consists of the following areas: Adult Nontraditional Student Resource (ANSR) Office; Center for New Learning (CNL), Office of Continuing Education and Extension (CEE), and Learning in Retirement.

Adult Nontraditional Student Resource (ANSR) Office provides mentors to discuss returning student needs and questions at office hours which fit their schedule. They also assist with applying for admission; provide information about scholarships and financial aid, assistance with career planning, referral for help with writing, study skills and tutoring services, as well as connections to on and off campus resources. In addition, they provide ongoing assistance during their college career. Office hours for ANSR are generally 8 AM – 8 PM.

Center for New Learning (CNL) offers an accelerated curriculum with personalized attention to help adult learners achieve their bachelor's degree, expand their horizons and develop valuable leadership skills. They offer evening, distance learning and online courses. They deliver bachelor's degrees in locations throughout Northeast Wisconsin. They currently offer programs in Fire and Emergency Response Management, Human Services Leadership Online, Leadership and Organizational Studies, Leadership Development, Liberal Studies, Organizational Administration as well as Professional certificates. Office hours for this area are generally 8 AM – 5 PM. As noted most classes are either offered at various campus academic buildings or in alternate locations across Northeast Wisconsin.

Office of Continuing Education and Extension (CEE) offers a number of non-degree learning opportunities to expand your knowledge, skills and abilities. Learners of all ages can benefit from their conferences and workshops, personal enrichment programs, professional development programs, credentialing credits, youth programs and camps and learning in retirement programs. This area strives to extend the University's knowledge base and resources to people of all ages. To extend the University's knowledge base throughout the community, CEE partners with schools, public and private organizations and industry to provide access to a wide variety of non-degree learning opportunities. Our flexible programs are offered on and off campus, in Oshkosh and in nearby communities, as well as through distance learning. Office hours are generally 8 AM – 5 PM.

Learning in Retirement organization is a self-directed, membership-based association of retired people, offering learning opportunities for active, older adults. Members choose topics or subjects, take the lead in organizing classes, discussion groups or tours and participate in peer teaching and learning. There are classes and instructors, but no tests or grades. Each semester Learning in Retirement offers a variety of courses and tours, averaging more than 100 programs per academic year. Most learning opportunities are offered at various locations around Oshkosh or tours across Wisconsin. The UW Oshkosh Office of Continuing Education and Extension hosts the organization and facilitates the various learning activities.

Children's Learning & Care Center

Currently the CLCC is located in the basement and 1st floor of Swart Hall. Their entrance is ½ way between both floors, requiring all parents and children to navigate stairs before they can get anywhere in the center. This can be a dangerous situation when handling young children. In addition, this larger facility will allow the center to increase the number of children they can serve, better fulfilling the demand of students and staff.

The Children's Learning and Care Center's mission is to provide quality, affordable childcare for the students, faculty, and staff of the University of Wisconsin Oshkosh. They strive to provide a secure, nurturing, and safe environment for the children while offering a rich and varied developmentally appropriate curriculum. The Children's Center philosophy is to be child-centered at all times. The environment is structured to meet the needs of all the children enrolled. Infants and toddlers are allowed to follow their individual daily routines. A developmentally appropriate curriculum is planned for each age group so as to allow freedom of choice of activities for each child within his/her ability level. They have an open door policy, welcoming parents into the center at any time.

Oshkosh Children's Center affirms a policy of administering all educational programs and related support services and benefits in a manner which does not discriminate because of a student's or prospective student's race, color, creed, marital status, sex, national origin, handicap, or other characteristics which cannot be lawful basis for denying the provision of such services.

The UW Oshkosh Children's Learning and Care Center was established in 1971. It offers a warm, nurturing, educational atmosphere for your child. Activities in art, music, language arts, science, math, large- and small- motor control, housekeeping, block building and dramatic play are planned around weekly units in each classroom area. Children are free to choose from the planned activities or to engage in classroom free play. The Children's Learning and Care Center is

accredited by the National Association for the Education of young children. In addition, the Center has an on-site Ready 4 Learning program in collaboration with the Oshkosh Area School District.

Children in each of five classroom areas are skillfully nurtured in an atmosphere of caring, sharing, and learning by caretakers with Bachelor Degrees in early childhood education. University work study students and student assistants with credits in early childhood development complement the Center's professional staff. In addition, students in social work, communications, education, human services, music, nursing, psychology, etc. volunteer time at the Children's Center to fulfill their course requirements. Student parents can volunteer time and/or services to reduce their child-care costs.

The Children's Center follows the University Academic Year Calendar. Open for Fall and Spring Semesters, Interims, and Summer Session; Closed during breaks at Thanksgiving and Christmas, the week between Fall Interim and Spring Semester, Spring Break week in March, the week between Spring Interim and Summer Session, and the weeks in August between Summer Session and Fall Semester. Hours of operation for fall and spring semesters and Interims is Monday through Friday, 7:15 A.M. to 5:20 P.M. While Summer Session hours are set according to parent needs, usually 7:00 A.M. to 4:45 P.M.

Building Site

The subject property is located along the north side of Algoma Boulevard and the west side of Wisconsin Avenue, Oshkosh, Winnebago County, Wisconsin. The property is located in the northwest $\frac{1}{4}$ of the northeast $\frac{1}{4}$ of Section 23, Township 18 North, and Range 16 East. The total acreage of the property is 2.41 acres (104,980 sq ft), which is comprised of approximately 48,000 sq ft of paving and private sidewalks, 18,000 sq ft of building footprint and the remain approximately 39,000 is green space. City of Oshkosh common council approved a conditional use permit and planned development rezoning from R1-PD to R-5PD which is consistent with the balance of the campus property on October 5, 2010 with some conditions. At this time the facility was renamed Lincoln Hall.

The purchase of the property by Board of Regents of the University of Wisconsin System from the Oshkosh Area School District was completed on August 21, 2010. This property does have a permanent easement with the Oshkosh Area School District for the purpose of installation, operation, maintenance, repair, replacement or extension of underground utility facilities including: conduit, cables, electric pad mounted transformers, concrete pads, junction boxes, pedestals, together with all necessary and appurtenant equipment under and above ground which grantee deems necessary to transmit electrical energy and signals.

As for the site itself, we do anticipate some changes to meet the needs of the building occupants, students, faculty and the public. Currently there is a bust of Lincoln within a triangular shaped garden area bounded by Algoma Boulevard and Union Avenue. Through agreements with UW Oshkosh, the Oshkosh Public Museum and an Oshkosh Master Gardener, the bust will remain in place and the garden will be maintained.

Playground equipment and fencing currently located along the west side of the property will be removed and this area will be landscaped. The playground equipment may be relocated and reused for the Children's Learning and Care Center outdoor play area(s). Fenced and gated play areas will be developed along the north of building and the north end of the property. This area will also include an approximately 225 sq ft storage shed for the children's toys.

It is anticipated that the current UW Oshkosh sign will be relocated to the corner of Wisconsin Avenue and Algoma Boulevard under this project. See the attached images (appendix E) which portray the existing condition and the anticipated visual effect of this change to the streetscape.

The pathway under the canopy entrance from Union Avenue to the building will be altered to provide an accessible path of travel into the childcare area of the building. Union Avenue will be used as the drop- off/pick up point for childcare similar to what occurred during the time this facility was occupied as an elementary school. Other entrances to the facility, which are already accessible, will be used to access the four different areas of focus for the Division of Lifelong Learning and Community Engagement. Each entrance will be signed with designation of area of focus. The building will have a 4'H x 10'W pan sign installed on a wall designating this building as Lincoln Hall in addition to two approximately 4'H x 4'W post and panel signs on the site. One will be for building identification and the second for parking lot designation. All of these signs will match the balance of the UW Oshkosh campus standard exterior signage.

Once renovations are complete, the parking will be used as a lot for commuters, faculty, staff and guests to the building occupants in addition to a couple of spots for maintenance vehicles. Landscaping will eventually be added along Wisconsin Avenue to mitigate the amount of headlight glare into the neighboring homes and dwelling units.

Site Survey

A site survey will need to be commissioned for the project site. UW-O has not had any recent construction in the general site location; therefore no adjacent survey information is available. City of Oshkosh, Department of Public Works, has surveyed and located inverts for various utilities buried in the area. The site survey shall include the property lines and any easements, elevation information for determining the location of the floodplain and drainage patterns, underground and overhead utilities owned by the Campus, City and other private utilities, and the location of existing surface features.

Vegetation

The site is comprised of broadleaf and evergreen trees, some native shrubs, bushes and grassy areas around the undeveloped portion of the site. The area of vegetation contains several valuable landscape species which are worth saving or transplanting to another location. The trees on the site, for the most part should be maintained and protected for the duration of the project. Per the conditions of the conditional use permit and City of Oshkosh Planning staff additional landscaping will be required to meet the City's zoning ordinance.

Soil Conditions, Soil Surveys, and Water Table

There are no records of soil borings having been done at this location. The Architect/Engineer will engage the services of a geotechnical engineer to perform a thorough site investigation, including soil borings.

Underground Storage Tanks and Site Contamination

The university is not aware of any underground tanks on the site. The building possesses a sizeable amount of hazardous materials in the form of asbestos containing building products and a minimal amount of lead. Asbestos insulation is installed on all steam and other plumbing lines throughout the building. In addition, there is blown-on asbestos insulation on the ceiling of the mechanical room. Floor tiles and mastic in the building also contain asbestos. A Wisconsin Asbestos and Lead Management System (WALMS) Inspection report was completed in fall 2010 in anticipation of this renovation.

Floodplain

According to FEMA map number 55139C0220E, panel 220 of 365, dated March 17, 2003, the building site is completely removed from the flood plain.

Parking

It is the intention of this project to reconstruct the existing asphalt area and potentially some of the current green space to accommodate a minimum of 100 vehicles. The lot will be required to meet the current City of Oshkosh's zoning ordinance's provision for required setbacks, landscaping, and draining. This will require landscaping (internal and external), lighting, and approval of a drainage plan by the City of Oshkosh. The UW Oshkosh campus storm water management practices shall be incorporated. In addition, standard size stalls, drive aisles and parking for ADA access and building service vehicles must be provided in the final design. Because of the amount of traffic on Wisconsin Street, the driveway here must be designed for "right in – right out" configuration. The building must have adequate emergency vehicle access for fire, rescue and police.

Zoning Requirements

University of Wisconsin facility projects are required to conform to local zoning as prescribed in Section 13.48 (13) of the Wisconsin Statutes. The building site is zoned "R5-PUD", Residential district, by the City of Oshkosh. A Conditional Use Permit process has been completed for this project with approval on October 27, 2010. Any changes to this approval will be required due to the PUD overlay the campus has. The AE will be required to prepare and submit all required documents and attend the Plan Commission and Common Council meetings as part of this approval process. In addition, the AE will be required to coordinate with the Department of Public Works to meet all requirements they have related to work in the street right-of-way, storm water management and erosion control. If a Privilege in Street permit is required, the AE will be responsible for submission of all required documentation and possible attendance at approval meetings.

Emergency Vehicle Access

The City of Oshkosh Rescue Squad and Fire Department is located at 1813 Algoma Blvd, approximately one mile from the building site. Access to the site would be via Algoma Boulevard, Elmwood Avenue and Wisconsin Street.

Recycling

The University maintains an active recycling program. The campus has received recognition for recycling excellence as a result of top performance in a national recycling competition. Careful consideration must be made concerning the recycling process and sufficient space on each floor must be provided to collect recyclables for this building should be included in this project. Cardboard will need to be stored within the building until removal for baling. All other recyclables will be stored, for pick-up, outside in dumpsters.

Delivery Facilities

Deliveries for the occupants of this building are delivered by the campus central receiving department. This site will not allow for large delivery vehicles.

Environmental Impact/WEPA

In accordance with the Wisconsin Environmental Policy Act (WEPA), this project will require a Type III Environmental Impact Assessment (EIA). The entire WEPA process must be completed prior to bid solicitation. No assistance from the design team is anticipated. A Phase I Environmental Site Assessment (ESA) for this property was completed by AECOM on July 7, 2010. The objective of the Phase I ESA was to identify recognized environmental conditions (RECs) and historical RECs in connection with the property. This assessment had not revealed RECs or Historic RECs on or associates with the subject property. A copy of this report is available upon request.

Sustainable Design

The University of Wisconsin Oshkosh is a leader in the state for becoming a “green” campus. The campus is part of a pilot program, for the State of Wisconsin, to make the campus completely energy independent by 2012. The A/E should study and propose design concepts that will help to achieve this goal.

In order to support the Governor’s stated goal “to identify and implement technologies capable of replacing external power supplies currently serving their locations”, and in order to explore the physical, functional and cost implications of such a goal, the A/E will be expected to develop a program and conceptual design alternatives that will significantly reduce energy loads, increase operational efficiency and incorporate renewable energy sources, in addition to meeting the sustainable design goal of achieving a performance level equivalent to a LEED silver rating. The goals will be: first, to achieve an annual total energy consumption level of 50 kbtu/sf; and second, to incorporate renewable energy technologies to further offset this by an additional 10% ±.

Consultants are required to follow the DSF Daylighting Standards for State Facilities and the DSF Sustainability Guideline. It is the intent to use the U.S. Green Building Council’s LEED (Leadership in Energy and Environmental Design) rating system during the workshop and throughout the design process to guide design decisions.

Although there is currently no commitment to fully develop the design of or seek construction funding for the renewable energy systems, and with construction funding at this stage neither fixed nor authorized, these goals will nonetheless be integral to the programming and conceptual design phase

ARCHITECTURAL

The building, designed by Theodore H. Irion, AIA, Leonard H. Reinke, AIA Architects located in Oshkosh WI, was constructed in 1964-1965. It is a two story, elementary school facility. The exterior façades vary depending on elevation (see attached images of facades). The façades on the two storey classrooms structure is composed of brick interspersed with ceramic tile panel sections vertically intersected with a 2” x 4” finished wood vertical. The façade of the gymnasium is 3” precast concrete panels with cast-in metal verticals. The façade of the single storey classroom section is a combination of insulated stone wall, precast concrete panels and ceramic tile sections. The building exterior has degraded

to an extent consistent with the age of the facility and will need tile patching, tuckpointing and waterproofing. Windows in the facility are original construction and are in need of replacement. An evaluation should be completed to determine if additional windows should be added to bring in more natural light and create an optimal office and daycare environments. The EPDM ballasted roof over the 2-storey classroom and gymnasiums will need to be evaluated for repair or replacement. The skydomes over the gymnasium also need evaluation. Some water damage has occurred to the wood floor within the gymnasium. The single storey classroom section has a composition shingle roof. It also should be evaluated for replacement as part of this project.

The foundation of the structure is constructed with piers and columns. The structure of the building section except the single storey classrooms are composed of poured concrete and steel construction. The basement consists of public restrooms, kitchen and art and music rooms and mechanical spaces. The school office, faculty lounge, public restrooms and classrooms are on the first floor. The second floor consists of public restrooms, classroom and school library spaces. In 1994, a public elevator was installed. The public elevator should be able to be reused. The bathrooms may need complete renovation to address current ADA requirements and the new occupancy. A gender neutral/family restroom and designated lactation room will need to be added.

The interior of the building will be gutted and reconfigured with concrete block and gypsum partitions to create suites for the various departments. The Children's Learning and Care Center should have separate access as well as physical separation from the Lifelong Learning and Continuing Education department. The adjacencies information in this program further identifies specific required and desired special relationships. The entire facility will need to be evaluated to meet current code requirements including ADA guidelines.

The design should be respectful of the existing campus context and take into consideration exterior materials found in the vicinity of the building site. Exterior lighting poles and fixtures must be selected to meet the campus standard pole and fixture head type. All primary entrances and exits to the facility should be designed to provide canopies or protection from inclement weather. The entry for the Children's Care and Learning Center shall have a canopy area specifically designated for stroller storage near the entrance doors with fully accessible pathways. The vestibules should include provisions to aid in minimizing the amount of snow, water, and debris entering the facility. Provision of a designated exterior smoking area would be beneficial.

A key component of the UW-Oshkosh mission is to provide supportive services and programs for students with disabilities. Design of the new facility should not only meet but also exceed the requirements of ADA where possible.

Mechanical and electrical room sizes and locations must be coordinated with architectural requirements, but must also allow full access for equipment removal and replacement. Design must provide sufficient clearances to allow easy access for routine service and maintenance. The use of access doors or knockout panels to achieve these features is not acceptable.

PLUMBING

City Water

The City of Oshkosh Water Department supplies potable water through distribution piping throughout the campus at 65 psi nominal pressure. The building is served by a 12" cast iron water main in Wisconsin Street with the water meter located in the basement boiler room. The lateral that provides water to the building is a 3" copper pipe which enters at the north end of building. A condition assessment is required.

Sanitary Sewer

The sanitary sewer system is provided by the City of Oshkosh. A 5" cast iron sanitary sewer exits the north end of the building and ties into the City of Oshkosh sanitary manhole on Wisconsin Street. The sewer lines within the building are cast iron while the venting lines are galvanized. These lines should be evaluated for removal/replacement/abandonment as part of this project. A condition assessment is required.

Storm Sewer

The storm sewer system is provided by the City of Oshkosh. The building is served by a 6" cast iron storm sewer located on the south side of the building with connection to the City storm sewer on Wisconsin Street. Internally the pipes are galvanized with a duplex pump with a cast iron sump and 2" galvanized pump discharge thru a 3" galvanized pump discharge which connects up 3" cast iron pipe. There is also several lengths of cast iron piping which connect up to the 6" cast iron lateral. A condition assessment is required.

The existing storm sewer system running through campus typically is not adequate to meet the current demands of existing facilities. During heavy summer downpours, High, Rockwell and Pearl Avenues frequently flood and spill over the curb onto sidewalks and surrounding ground. This is less of an issue in the vicinity of this building, but still should be taken into consideration.

The campus has a Storm Water Management Plan with the goal of reducing particulate run-off into the city storm system and area waterways. The project design should incorporate best management practices, such as infiltration basins, wet detention, rain gardens for roof discharge to the Fox River, underground detention systems, porous pavements and bio filtration devices that will be functional and maintainable in the soil and groundwater conditions of this site, and meet or exceed the requirements of NR 151. A maintenance plan will be required for each storm water practice during design. Campus staff must be consulted and agree to the maintenance plan.

Natural Gas

The natural gas distribution system serving the area is owned and operated by Wisconsin Public Service Corporation. The building is served by a 4" diameter natural gas line, from a 12" gas main located in Wisconsin Street. A condition assessment is required.

Fire Protection

The building does not currently have a fire sprinkler system but should be retrofit with an automatic sprinkler fire protection system.

HEATING, VENTILATING AND AIR CONDITIONING

Heating Plant Capacity

The campus heating plant supplies steam to all major buildings on campus through an underground steam and condensate distribution system. Only a small portion of this system – 558 feet along Algoma Boulevard, 620 feet along Woodland Avenue, and 150 behind Harrington Hall – is within walk-through tunnels. The majority of the remaining 9,070 feet of the system is within underground concrete box conduits. A small portion of the system piping is direct buried.

The campus heating plant has four boilers (45,000 lb/hr, 45,000 lb/hr, 25,000 lb/hr, 100,000 lb/hr) that are all capable of burning natural gas. The two 45,000 lb/hr boilers can also burn coal or pelletized paper, and the 25,000 lb/hr and 100,000 lb/hr boilers can also burn No.2 fuel oil.

The heating plant is capable of a peak winter steam production of approximately 100,000 lb/hr with its largest boiler off line. Steam is distributed at a pressure of 100 p.s.i. Current winter peak loads do not exceed 83,000 lb/hr.

Chilled Water

The campus chilled water plant, an addition to the heating plant, is located at the corner of High Avenue and Woodland Avenue. The first phase of the central chiller plant was constructed in 2002. This phase involved the installation of one 1400 ton and one 400-ton centrifugal chillers and underground distribution piping necessary to serve the central portion of the campus. A second phase of the central plant (2006) included a second 1400 ton centrifugal chiller and chilled water piping system extensions to serve an additional 5 buildings. It is anticipated the central system is not capable of picking up the additional load of this building at this time. The central chillers are designed to provide 44 degrees F chilled water leaving the plant and 54 degree chilled water returning to the plant.

Heating and Cooling

The building was designed for use as an elementary school. Two 1215 MBH net S.B.I. Boiler burner units with ½ H.P. burner motors were installed as part of the original construction and have not been replaced. These boilers provides heat throughout the building thru Herman Nelson unit ventilators in each classroom and radiant coil piping within the floor of the single storey structure. The napping area will require a separate air handling unit. The air supply and return is provided through ductwork and transfer grilles. There is a Trane air conditioning unit located on the SE corner of the facility which provides air conditioning to the current central school office suite.

Building Automation System

The campus operates a Johnson Controls 'Metasys' building automated system with system interface workstations located in the Campus Services Center and the Central Heating Plant. All necessary connections to and revisions of the Metasys system to integrate this building into the system must be included in this project. Digital controls for the building HVAC systems will be bid along with all other project work. Digital controls should be used for all systems, including terminal unit control. The state will negotiate the proprietary portions of this work directly with Johnson Controls. There are two air compressors serving the building, which should be evaluated for need and/or replacement.

ELECTRICAL

All major buildings, and most of the minor buildings on campus, are supplied electrical power by the campus 15kV underground electrical distribution system composed of a main switchgear, seven electrical distribution feeders, and various medium voltage switches and transformers. Wisconsin Public Service Corp. supplies power to the main circuit breaker at the central switchgear located in a fenced in yard adjacent to the Wisconsin Public Service substation on the east side of the campus just south of the Ceramics Building, and power is distributed at 12,470 kV via seven underground high voltage feeder circuits to campus buildings. Five circuits are connected in a modified loop configuration to allow isolation of failed feeder segments and to minimize building power interruptions. One dedicated circuit serves the Campus Chilled Water Plant and one feeder serves the power factor capacitor bank. Medium voltage transformers in each building step the voltage down to 480/277V and/or 208/120V secondary service voltage.

Feeder circuit 2 provides power to Horizon Village (new residence hall under construction) and several nearby facilities. Power conduits and underground duct banks should be extended to Lincoln Hall from vault S-15 approximately 75 feet across Algoma Blvd, then 200 feet along the south side of Algoma Blvd past Scott Hall and across Algoma Blvd to the building. Direct service feed off the campus loop should be installed as part of this project. The nearest electrical manhole, P-13, is located on Algoma Blvd. The voltage and amps required for the facility will need to be calculated.

The building has an emergency generator and is powered by natural gas. The existing system should be evaluated to determine if it can be reused or will require replacement. The emergency distribution system shall supply both life safety and critical building functions such as egress/exit lighting, the fire alarm panel, heating pumps, sump pumps, sewage ejection pumps, basic network equipment, critical department equipment such as computer servers, etc.

The existing switchgear etc. will need to be evaluated for replacement.

TELECOMMUNICATIONS

General: The University has approximately 4,000 Centrex voice lines, 3,000 data connections and 2,500 video drops across campus. The university also has over 100 telecommunications closets for voice, data, and video distribution.

Voice

The voice outside cable plant is owned by SBC Ameritech Inc. The inside cable plant campus wide is owned and maintained by the University. All voice wiring is CAT 6 augmented cabling or current technologically appropriate, information outlets (IO). The University has approximately 500 voice mail applications, 50 Nortel Meridian Business Sets, and 4 U.C.D.'s (unified call distribution) that they maintain. Courtesy telephones are installed in all residence halls and most academic and administrative buildings. Parking lot emergency telephones are used on campus, and autodial

emergency telephones are installed in all campus elevators. Courtesy/emergency phones should be included for this building. Future plans are to move these systems to the University's Ethernet Network.

Data

The campus network is a 10/100/gigabit switched Ethernet network with 10-gigabit speeds needed between buildings for future support to the campus. Multimode 62.5/125 fiber cable is installed in a star topology from Dempsey Hall to most campus buildings. In addition, single mode 8.3/125 fiber cable has been installed between Dempsey Hall and other campus buildings.

The telecommunications service to Lincoln Hall shall be connected to the campus-wide fiber optic backbone. This will require an extension of six (6) conduit signal package including duct banks to extend approximately 75 feet across Algoma from vault S-15, then 200 feet along the south side of Algoma Blvd past Scott Hall and across Algoma Blvd to the facility.

This facility will provide both wired data jacks and wireless data access throughout the building. Each office shall be equipped with three wired category 6 augmented cabling or current technologically appropriate, information outlets (IO). Wired data jacks are also required for vending machines and cash-to-card machines.

The campus fire alarm system and some building environmental control systems use the campus fiber to report back to their head end control units. These head end control units are located in the University Police on High Ave.

Video

The video outside cable plant for the University and the Residence Life coaxial riser is owned and maintained by the local cable company, Time Warner Inc. The Residence Life coaxial horizontal wiring and all inside video coaxial cable for the academic and administrative buildings is owned and maintained by the University. Video is available in nearly all classrooms and lounge areas. The video coaxial system is designed for up to one gigahertz for forward channels and has the capability to support reverse channels. The campus is also using IP video distribution on twisted pair cable and fiber for some distance education classrooms that requires bandwidth on the campus network.

Fire Alarm System

The building has a Simplex Fire alarm system. This is an outdated system and needs complete replacement. This project should provide solid state electronic fire alarm control panel and annunciator panels with voice evacuation capability fully compliant to current design standards. System will contain pull stations, smoke detection, and audio/visual speaker/strobe signal devices and individual sleeping room sound horns. Fire alarm flow and tamper switch functions will be integrated into the fire sprinkler system. The system will report all events to the campus security department and be compatible with the campus Simplex central annunciation system.

Central Clock System

The campus has a central clock system, with the head end located in Dempsey Hall. However, the BRG Emergency Notification System should be provided for this building, rather than tying into the old, somewhat unreliable, existing system.

Building and Site Security

The campus standard for an exterior pole mounted light fixture, is a black, Moldcast, Contracline, Washington Fixture, with 100 watt HPS bulb and Night Sky shields to minimize light pollution, mounted on a simple plain black pole. Any exterior lighting should comply with this standard. The building should be adequately lit for proper security and attention must be applied to building entrances, pedestrian walkways and parking areas.

The site security lighting is currently controlled through time clocks. However, the site lighting in the proximity of this building should be connected to the Johnson Control Metasys system for better, more effective control.

Public Address System

The campus has implemented a campus-wide wireless moving display emergency notification system with speaker/strobe capabilities from BRG Precision Products. This public emergency notification/address distribution system is required for this building.

Security and Emergency Systems

No building-wide security system will be installed in Lincoln Hall at this time. In general, a mechanical mortise lock and key based system will be utilized. Exterior entrances should be equipped with conduit routes for low voltage and 110v power supplies, electric strikes etc., for the installation of a card access security system. Security cameras in public spaces/entrances, computer labs and other high traffic areas should be provided and are power over the Ethernet IP security cameras on our campus network.

End of Document

Appendix A

Space Tabulation

Each space identified in this table is intended to support specific program functions. The area allotted to each space is an estimate used to develop a project scope. The programmers and designers are expected to evaluate the functions and allocated space to determine the adequacy or inadequacy of teach pace and to recommend adjustments. It is the desire of the University and the State of Wisconsin to minimize the amount of space constructed while providing functional space.

Ref. No.	Occupancy Type	Occupants	ASF/ Occupant	Room ASF	No. of Rooms	Total ASF
Lifelong Learning and Community Engagement						
Administrative Office						
A1	Closed Office w/ in-office conf. - Asst VC	1	200	200	1	200
A2-A4	Workstations	1	80	80	3	240
A5	Conference	15	25	375	1	375
A6	Files (6-8)	-	-	30	1	30
A7	Work Area (print/scan/fax/supplies)	1	80	80	1	80
A8	Reception	1	100	100	1	100
Administrative Office Sub Total:						1,025
Marketing & Community Relations						
B1-B4	Closed Office or Workstation	1	120	120	4	480
B5	Workroom	1	150	150	1	150
B6	Files (6-8)	-	-	30	1	30
B7	Work Area (print/scan/fax/supplies)	1	80	80	1	80
Marketing & Community Relations Sub Total:						740
Continuing Education & Extension						
C1	Closed Office - Director	1	135	135	1	135
C2-C5	Closed Office or Workstation - Managers	1	120	120	4	480
C6-C11	Workstation - Associate	1	80	80	6	480
C12-C17	Workstation - Assistant	1	48	48	6	288
C18	Conference	6	25	150	1	150
C19	Workroom	1	270	270	1	270
C20	Files (6-8)	-	-	30	1	30
C21	Work Area (print/scan/fax/supplies)	1	80	80	1	80
C22	Open Office - Safe	1	20	20	1	20
C23	Data room	1	100	100	1	100
C24	Reception	1	100	100	1	100
Continuing Education & Extension Sub Total:						2,133

Adult Nontraditional Student Resource Office						
D1	Closed Office - Director	1	135	135	1	135
D2	Workstation - Associate	1	80	80	1	80
D3	Closed Office or Workstation	1	120	120	1	120
D4-D10	Workstation	1	80	80	7	560
D11	Conference	6	25	150	1	150
D12	Files (6-8)	1	-	30	1	30
D13	Work Area (print/scan/fax/supplies)	1	80	80	1	80
D14	Reception	1	100	100	1	100
Adult Nontraditional Student Resource Office Sub Total:						1,255
Center for New Learning						
E1	Closed Office - Director	1	135	135	1	135
E2-E4	Closed Office or Workstation	1	120	120	3	360
E5-E9	Workstation - Associates	1	80	80	5	400
E10	Workstation - Assistant	1	48	48	1	48
E11- E23	Closed Office or Workstation	1	120	120	13	1,560
E24	Conference	6	25	150	1	150
E25	Files (12-16)	-	-	60	1	60
E26- E27	Work Area (print/scan/fax/supplies)	1	80	80	2	160
E28	Reception	1	100	100	1	100
Center for New Learning Sub Total:						2,973
Learning in Retirement						
F1	Closed Office	1	120	120	1	120
F2	Conference	30	25	750	1	750
F3	Storage Room	1	120	120	1	120
Learning in Retirement Sub Total:						990
Shared Space						
G1-G2	Conference	12	25	300	2	600
G3	Conference	15	25	375	1	375
G4-G5	Conference	20	25	500	2	1,000
G6	Conference	60	25	1,500	1	1,500
G7	Break Room	12	25	300	1	300
Shared Space Sub Total:						3,775
Lifelong Learning and Community Engagement Total:						12,891

Children's Learning & Care Center

Administrative Office

H1	Closed Office - Director	1	135	135	1	135
H2	Closed Office or Workstation - Assistant	1	120	120	1	120
H3-H4	Workstation - Student	1	64	64	2	128
H5	Conference	10	25	250	1	250
H6	Conference - Staff Training	16	25	400	1	400

Administrative Office Sub Total: 1,033

General Access

J1-J2	Workstation - Parent/Student Scan In/Out	1	35	35	2	70
J3	Closed Office - Music Room	1	120	120	1	120

General Access Sub Total: 190

Childcare Area

K1-K2	Classroom - Infants	8	35	280	2	560
K3-K4	Classroom - Toddlers	8	35	280	2	560
K5-K6	Crib/Nap Area - Infants/Toddlers	8	35	280	2	560
K7	Classroom - 2 yr olds	12	35	420	1	420
K8	Classroom - 2 1/2 yr olds	16	35	560	1	560
K9-K10	Classroom - 3 yr olds	20	35	700	2	1,400
K11-K12	Classroom - 4 to 8 yr olds	24	35	840	2	1,680
K13	Crib/nap Area 2-4 yr olds	24	35	840	1	840
K14	Storage	1	200	200	1	200
K15	Recreation Area	1	870	870	1	870
K16	Dining	1	580	580	1	580
K17	Food Preparation	1	150	150	1	150
K18	Food Storage	1	120	120	1	120

Childcare Area Sub Total: 8,500

Children's Learning and Care Center Total: 9,723

Grand Total ASF: 22,614

Grand Total GSF: 34,235

Efficiency Percent: 66%

Appendix B

User Description of Functions and Requirements

Private Offices - The director, associate directors, and counselor's offices, serve a dual purpose – typical office work and client counseling services. The offices must be configured to provide space for 3-4 guests as well as standard office furniture. The offices must be private with floor to structure walls doors. The potential for relocation of the existing systems furniture panel system with the addition of structure to the ceiling with sound transfer. The offices must offer a welcoming, friendly and comforting atmosphere. Each office should be equipped with one voice/data connection. Equipment used in these rooms is: 1 computer system and 1 inkjet printer per room.

Main Department Office – The entry area to the suite should provide a friendly, comforting and welcoming atmosphere. A small waiting area and the two program assistants for the department should be located in this area with individual workstations, a shared service counter and sound buffering glass counter doors. Each workstation should be equipped with one voice/data connection. A workroom with fax, mail, copy machine, offices supplies etc. should be located adjacent to the program assistants. Desired adjacencies are: EAP & faculty/staff waiting & resource room, student waiting & resource center and the group therapy room should be near the program assistants.

Conference Room/Classroom/Seminar – This multi-purpose room should be equipped with furniture that is flexible and can be configured in a traditional conference room setting or classroom (up to 30 people), or several small group areas. The space will be used for department meetings, tutor/peer advisor training, group advising and counselor education courses that require access to the resources in the building. It is important that this room be a comfortable and welcoming space. Provide two voice/data/video connections. Provide a built-in computer video projection system with easy connections for a laptop computer.

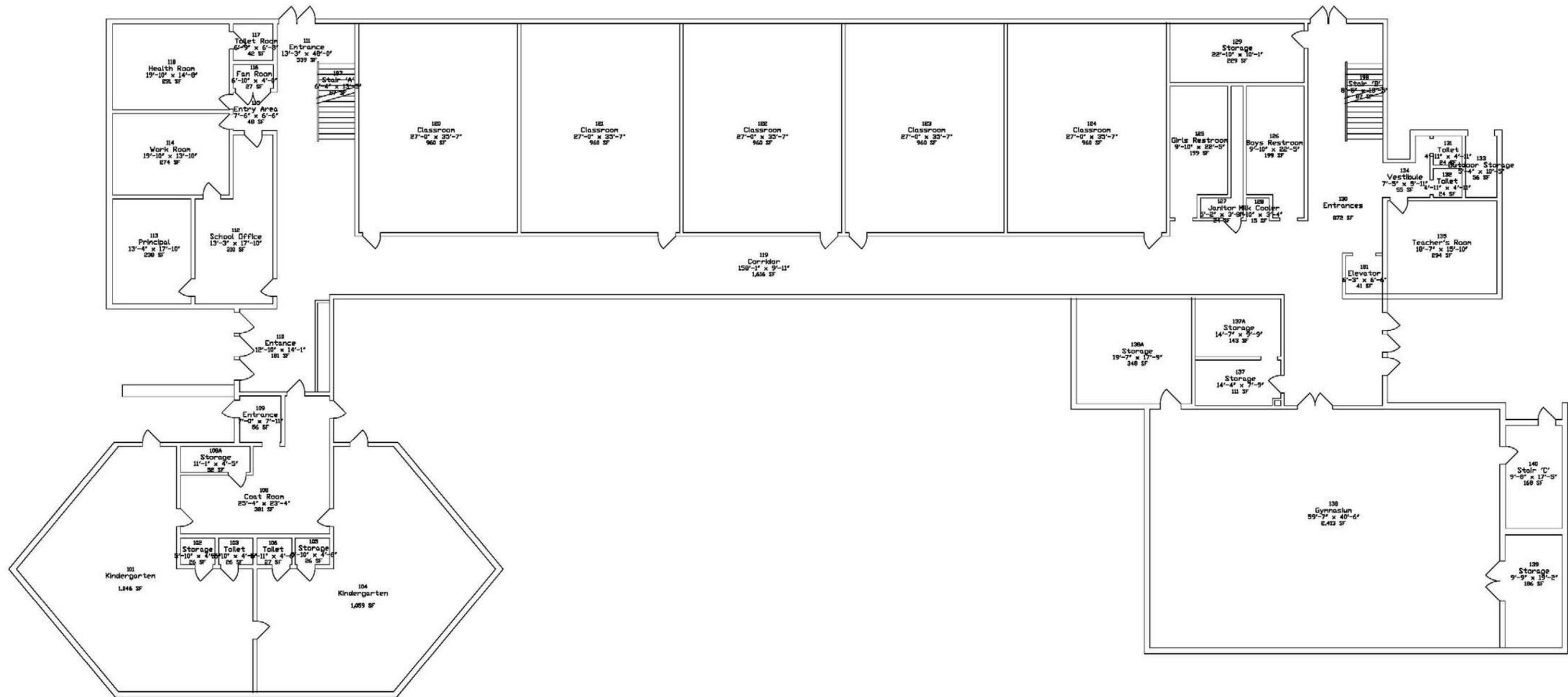
Small Group Meeting Room – These rooms will serve for impromptu small group meetings between staff or staff and students, at a time when the conference room is too large or unavailable. In addition, these rooms can serve as overflow interview rooms. Provide one voice/data/video connection per room.

Workroom/Copy/Fax/Supplies – This space should be fitted with a large work counter, with storage below, for processing mailings; built-in upper and lower cabinets for office equipment and supply storage with traditional counters; mailbox area with capacity for accepting small packages; copy machine with adjacent layout area and paper/toner storage; fax machine; small sink etc. The room should be easily accessible by the occupants on the floor. Provide two voice/data/video connections on opposite ends of the room. Provide one room of this type on each floor.

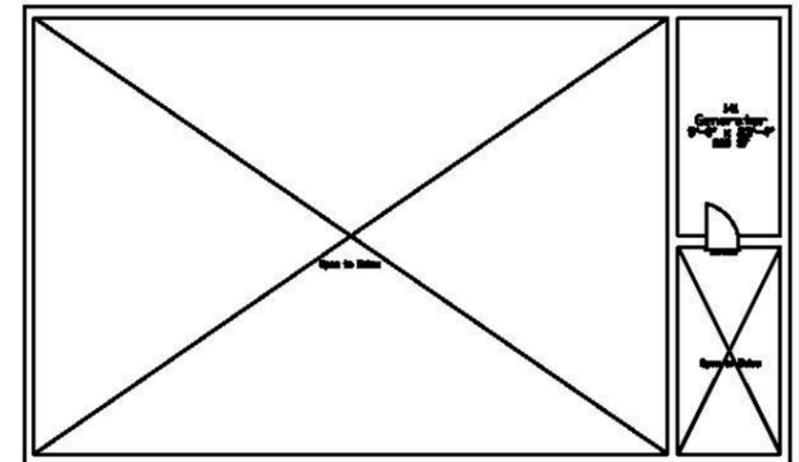
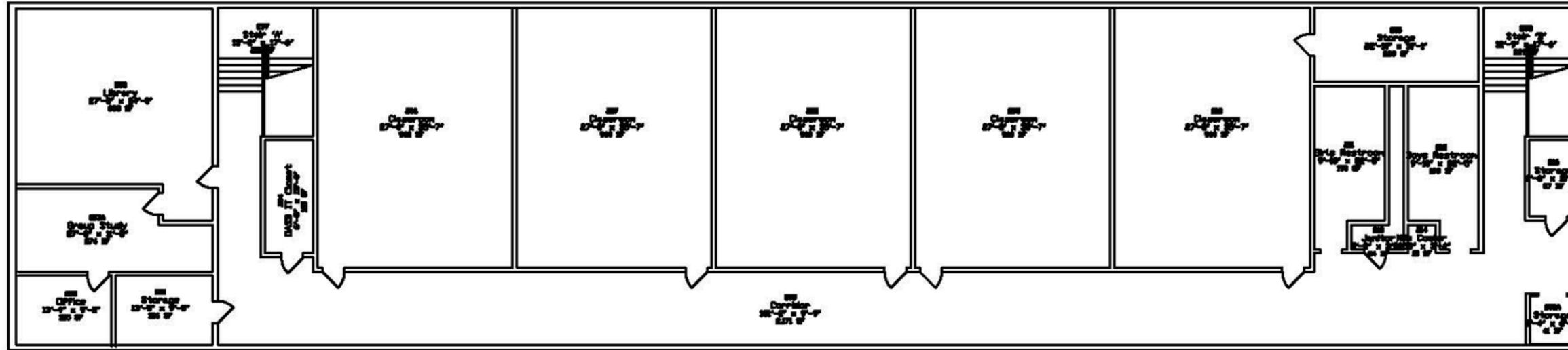
Archive Files/Extra Supplies and Equipment – Provide one room of this type for each department. The rooms will serve the purpose of storage for items used infrequently or for large bulk supplies.

Staff Break Room/Kitchen/Vending – This area will be used by all building occupants and should be located outside of any of the office suites. It should have adequate space for table and chair groupings as well as comfortable stuffed furniture. The kitchen should have base and upper storage cabinets, a small sink and adequate power for 1-2 large refrigerators, 2 microwaves, 1-2 coffee machines.

First Floor Plan - Existing



Second Floor Plan - Existing



Appendix E

Building Photographs

North Elevations





West Elevations





South Elevation





East Elevation



Appendix E

Existing view at corner of Algoma Boulevard and Wisconsin Avenue



Proposed view at corner of Algoma Boulevard and Wisconsin Avenue

