All Agency Project Request

2013 - 2015 Biennium

Agency	Institution	Building No.	Building Name
University of Wisconsin	Madison	285-0A-0124	GREENHOUSE-HORTICULTURE POLY

Project No. 13J2V

Project Title 30 N. Mills St. FPM Office Rmdl

Project Intent

This project converts 15,000 SF of shelled space on the 3rd and 4th floors into new office space to accommodate the relocation of Facilities Planning & Management (FP&M) operations.

Project Description

Project work includes selective demolition of interior partition walls and associated building infrastructure (mechanical, electrical, telecommunications, plumbing and fire protection) and finishes, construction of new partition walls; extension, augmentation, and relocation of associated building infrastructure; and installation of new room finishes.

Convert Room 356 (2,355 SF) to offices for Accounting, Human Resources, and Payroll departments. Provide seven (7) private offices, twelve (12) modular workstations, two (2) interview rooms, office equipment space, storage, reception, and a small conference room. On the 4th floor, remove interior wall partitions along the perimeter. Provide office space (12,600SF) for the departments of Associate Vice Chancellor, Capital Planning & Development, Campus Planning & Landscape Architecture, Training, and Space Management Office. Construct five (5) private offices, forty (40) modular workstations of varied size, shared workspace, plan storage, sample storage, office equipment, reception, break room, one (1) medium conference room, and one (1) large conference room. Maintain existing plan library located in room 456. Upgrade HVAC and controls for new office functions. Revise fire sprinkler system and fire reporting system. Refinish perimeters walls. Install new floor treatments, acoustical ceilings, lighting, electrical and telecommunications infrastructure. Upgrade the 4th floor restrooms to provide adequate sinks, toilets, and partitions for the new occupancy. Specify and purchase office and conference furniture and signage. Specify and install audio/visual capabilities in all conference rooms.

Project Justification

The 4th floor has been utilized by project management staff of the Charter Street Heating Plant Rebuild project and will be vacated in December 2013. Completing this shelled space will allow the relocation of FP&M from the WARF building where additional space is needed for the School of Medicine & Public Health. In addition, Business & Staff Services offices would be relocated from the Service Building relieving space congestion in that facility. Relocation of these departments will increase efficiency and effectiveness of FP&M departments.

A/E Consultant Requirements

☑ A/E Selection Required?

Consultants should have specific expertise and experience in the design and coordination of architectural, mechanical, and interior design relocated to office environments as part of a design team. Work includes site surveys, acquiring field data, and verifying as-built conditions to assure accurate development of design and bidding documents, and production of necessary design and bidding documents. Consultants should indicate specific projects from past experience (including size, cost, and completion date) in their letter of interest and when known, include proposed consulting partners and specialty consultants.

Commissioning

☑ Level 1

☐ Level 2

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Project Budget

Construction Cost:		
Haz Mats:		
Construction Total:		
Contingency:	15%	
A/E Design Fees:	8%	
DFD Mgmt Fees:	4%	
Equipment/Other:		
		$1,500,000

Funding Source

Funding Source	Total
GFSB - []	$0
PRSB - []	$0
Agency/Institution Cash [AGF0]	$1,500,000
Gifts	$0
Grants	$0
Building Trust Funds [BTF]	$0
Other Funding Source	$0
	$1,500,000

Project Schedule

SBC Approval:	12/2013
A/E Selection:	01/2014
Bid Opening:	05/2014
Construction Start:	06/2014
Substantial Completion:	01/2015
Project Close Out:	04/2015

Project Contact

Contact Name:	Cindy T. Statz
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Telephone No.:	(608) 263-3088 x

Project Scope Consideration Checklist

	Y	N
1. Will the building or area impacted by the project be occupied during construction? If yes, explain how the occupants will be accommodated during construction.	☑	☐
All project work will be coordinated through campus physical plant staff to minimize disruptions to daily operations and activities.		
2. Is the project an extension of another authorized project? If so, provide the project #...	☐	☑
3. Are hazardous materials involved? If yes, what materials are involved and how will they be handled?	☐	☑
Hazardous materials abatement is not anticipated on this project. Comprehensive building survey inventory data is not available on Wisconsin's Asbestos & Lead Management System (WALMS) <http://walms.doa.state.wi.us/>.		
4. Will the project impact the utility systems in the building and cause disruptions? If yes, to what extent?	☐	☑
5. Will the project impact the heating plant, primary electrical system, or utility capacities supplying the building? If yes, to what extent?	☐	☑
6. Are other projects or work occurring within this project's work area? If yes, provide the project # and/or description of the other work in the project scope.	☐	☑

7. Have you identified the WEPA designation of the project...Type I, Type II, or Type III? ☑ ☐

   Type III.

8. Is the facility listed on a historic register (federal or state), or is the facility listed by the Wisconsin Historical Society as a building of potential historic significance? If yes, describe here. ☐ ☑

9. Are there any other issues affecting the cost or status of this project? ☐ ☑

10. Will the construction work be limited to a particular season or window of opportunity? If yes, explain the limitations and provide proposed solution. ☐ ☑

11. Will the project improve, decrease, or increase the function and costs of facilities operational and maintenance budget and the work load? If yes, to what extent? ☑ ☐

    Shelled space will be converted to occupied space, resulting in marginally increased energy bills and operational maintenance costs.

12. Are there known code or health and safety concerns? If yes, identify and indicate if the correction or compliance measure was included in the budget estimate, or indicate plans for correcting the issue(s). ☐ ☑

13. Are there potential energy or water usages reduction grants, rebates, or incentives for which the project may qualify (i.e. Focus on Energy <http://www.focusonenergy.com> or the local utility provider)? If yes, describe here. ☐ ☑

14. If this is an energy project, indicate and describe the simple payback on state funding sources in years and the expected energy reduction here. ☐ ☑