

**AGENCY REQUEST FOR  
A/E SELECTION  
JANUARY 2016**

**AGENCY:** Department of Administration (DOA)

**AGENCY CONTACT:** Ted Crawford; (608) 266-1674; [ted.crawford@wisconsin.gov](mailto:ted.crawford@wisconsin.gov)

**LOCATIONS:** Educational Communications Board Building (ECB) (15K2A)  
3319 W. Beltline Highway  
Madison Wisconsin

Hill Farms D State Office Building (15K2B)  
4702 University Avenue  
Madison Wisconsin

Hill Farms L State Office Building (15K2C)  
4702 University Avenue  
Madison Wisconsin

**PROJECT REQUEST:**

The A/E will provide pre-design through construction administration services for elevator modernization projects at the above three buildings. A/E services will follow the DFD “*Policy and Procedure Manual for Architects/Engineers and Consultants*”, the “*Guide for Developing Program Statements for Projects Requiring Enumeration*”, and the DFD “*Contract for Professional Services*” as directed by DFD at the Design Kickoff meeting. Services may be contracted for in multiple parts with project-specific review/ approval/ authorization points in the contract as determined by the needs of the project. Authorization for subsequent services will be issued in writing upon satisfactory performance and completion of contracted services and deliverables.

**PROJECT DESCRIPTION: Educational Communications Board Building (ECB) (15K2A)**

Project scope will address any maintenance issues, deteriorating ride performance, and building code changes, to ensure that the elevators in the project will function properly, meet ADA requirements and have life safety systems that allow full fire service and smoke recall on all floors. The hired A/E will confirm the condition and modernization needs or upgrades for the following elevators:

- **Two five-stop Traction Passenger Elevators.** These elevators are approximately 42 years old and require a total equipment replacement due to age and obsolescence. The existing DC motor generators should be replaced with AC motors with VFD drive and a rope brake and the obsolete elevator controls systems could be replaced with a microprocessor controller. The project also includes the installation of heating and cooling improvements in the equipment room, hoistway and lobbies; modification to elevator door operation to meet ADA requirements; replacement of existing elevator cars, and car door operators; and the review of the mechanical room to ensure it is code compliant. Additionally, the condition of rails and car slings need to be assessed and replaced as needed.

### **JUSTIFICATION:**

The 49,264 GSF Educational Communications Board Building (ECB) was constructed in 1974 and has four (4) above ground floors and one basement level. It provides office space for the Educational Communications Board (ECB), and the Departments of Corrections, Workforce Development and the DOA Division of Gaming. Currently, two five-stop traction passenger elevators service this building. This equipment is 42 years old and has exceeded its normal life expectancy and needs replacement. Additionally, improvements have been made in elevator technology, reliability, safety and energy efficiency which make modernization of this elevator system highly desirable.

### **PROJECT DESCRIPTION: Hill Farms D State Office Building (15K2B):**

Project scope will address on-going maintenance issues, deteriorating ride performance, and building code changes, to ensure that elevator in the project will function properly, meet ADA requirements and have life safety systems that allow full fire service and smoke recall on all floors. The hired A/E will confirm the condition and modernization needs or upgrades for the following elevator:

- **One three-stop Hydraulic Passenger Elevator.** This equipment is approximately 53 years old and requires a total equipment replacement due to obsolescence, poor condition & constant maintenance. The location of elevator equipment in the building's mechanical room has possible code compliance issues which need to be reviewed and addressed. Additionally, this elevator has an in-ground hydraulic cylinder which should also be replaced with holeless or machine room-less (MRL) technology.

### **JUSTIFICATION:**

The Hill Farms DEL State Office Facility consists of three buildings - D, E & L, constructed at different times during the 1960's. Building "D" was built in 1969. It has one above ground level (and one basement level) with approximately 52,887 GSF and provides space for the Department of Justice. One hydraulic elevator with an in-ground cylinder is servicing this building. This type of elevator is a priority for upgrades due to the potential for rust degradation of the cylinder and bulkhead and other associated equipment failures. Modernization will eliminate the threat of corrosion to the system and provide increased safety – in addition to addressing the equipment obsolescence and maintenance issues currently experienced by the Passenger Elevator.

### **PROJECT DESCRIPTION: Hill Farms L State Office Building (15K2C):**

Project scope will address the on-going elevator maintenance issues, deteriorating ride performance, and building code changes to ensure that elevators in the project will function properly, meet ADA requirements and have life safety systems that allow full fire service and smoke recall on all floor. The hired A/E will confirm the condition and modernization needs or upgrades for the following elevators:

- **One three-stop Hydraulic Passenger Elevator.** This equipment is approximately 23 years old and requires replacement due to frequent maintenance. This elevator has an in-ground hydraulic cylinder which should also be replaced. Holeless or machine room-less (MRL) technology could be used.
- **One three-stop Hydraulic Service Elevator.** This elevator was modernized in 2008 with an Otis model 211 controller. However, the in-ground cylinder was not replaced at that time. This project replaces this cylinder with a double bulkhead cylinder and includes corrosion protection.

**JUSTIFICATION:**

The Hill Farms DEL State Office Facility consists of three buildings - D, E & L, constructed at different times during the 1960's. Building "L" was built in 1969. It has four levels with approximately 168,275 GSF and provides space for the Department of Justice and the State Records Center. Two hydraulic elevators with in-ground cylinders are servicing this building. This type of elevator is a priority for upgrades due to the potential for rust degradation of the cylinder and bulkhead and other associated equipment failures. Modernization will eliminate the threat of corrosion to the system and provide increased safety – in addition to addressing the frequent maintenance issues experienced by the Passenger Elevator.

**PREVIOUS WORK:**

In 2012, a hired A/E consultant reviewed and provided a condition assessment, repair recommendations and budget costs for elevators located in DOA buildings in the Madison area. The requested elevator updates/modernizations were included as All Agency Requests (AAPRs) in the Department's 15-17 Capital Budget. Along with this request is information from the original 2012 and updated October 2015 condition assessment reports specific to the ECB, Hill Farms D, and Hill Farms L State Office Buildings.

**PROJECT BUDGETS**

<b>Budget</b>	<b>15K2A</b>	<b>15K2B</b>	<b>15K2C</b>	<b>Composite</b>
Construction				
Design				
DFD Mgmt.				
Contingency				
Equipment				
Other Fees				
<b>Total Project Cost</b>	<b>\$ 719,100</b>	<b>\$ 460,000</b>	<b>\$ 537,900</b>	<b>\$ 1,717,000</b>

**PROJECT SCHEDULE**

<b>Project Schedule</b>	<b>Date</b>
A/E Selection	Jan 2016
Design Report	May 2016
SBC Approval	Jun 2016
Bid Opening	Sept 2016
Start Construction	Nov 2016
Substantial Completion	Aug 2017
Final Completion	Oct 2017