

**REQUEST FOR ENGINEERING SERVICES
ENVIRONMENTAL ASSESSMENT (EA)
NOVEMBER 2021**

AGENCY: Department of Health Services

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LOCATION: Central Wisconsin Center, City of Madison, Dane County

Project: 17E3C CWC Building 6 Remodel

Background:

Central Wisconsin Center (CWC) in Madison is one of three facilities for the Developmentally Disabled operated by the Department of Health Services (DHS) Division of Care and Treatment Services (DCTS). It is dedicated to serve people with developmental and intellectual disabilities. CWC currently serves approximately 215 individuals of all ages who require extensive care, treatment and rehabilitation.

Building 6 is an existing one-story building with basement. It contains 46,377 gross square feet with 1,362 square feet of covered patios and was constructed in 1963. The building is not fully sprinklered so cannot be used by residents. It is currently used as a training space.

This project is intended to provide flexible patient space that can be used for either long or short term care for CWC or for civil geriatric patients currently at Mendota Mental Health Institute (MMHI) by remodeling the existing building. This flexibility will allow either Institution the ability to adapt to changing needs and patient volumes. This project is to be designed to comply with DHS 124 and DHS 134, but shall be initially licensed entirely as DHS 124.

Due to the change of program after building renovations are complete, this project has been classified as a WEPA Type II action that requires an EA as outlined in Wisconsin Administrative Code, Chapter DHS 18.

Project Description:

This project will correct Life Safety Code deficiencies that were identified during a 2008 regulatory inspection. Work will include the installation of a sprinkler system and will extensively alter the current 1960s layout to reflect current care practices in regard to bedroom and toilet / bathing facilities. Mechanical, electrical and plumbing systems will be replaced to bring them up to current design practices. The building envelope will be improved by replacing the roof, insulating all exterior walls, enclosing and insulating the two screen porches, and installing psychiatric windows.

The main entrance to the building will be redesigned to become an accessible route. Site work will include replacement ramps and various sidewalk changes to provide more accessible routes.

Exterior and adjacent site lighting shall be upgraded. Fenced courtyards will be created on the grounds adjacent to the buildings to create outdoor programming space.

This project includes demolition and remodeling of the first floor and selective remodeling in the basement. Newly remodeled spaces shall include construction of two fifteen bed patient units and a nurse's station at the center of each unit. Each nurse's station shall have direct adjacencies and sightlines into three areas: daytime activities, bedrooms and toilet/bathing. Daytime activity space on unit includes dayrooms, lounge/television rooms and dining. Each unit shall have two wings of bedrooms to allow separation of patients based on programming needs. Each patient bedroom shall be designed for a single use patient with an adjacent toilet room. Certain bedrooms will be larger to accommodate bariatric patients or patients with more medical equipment. Common spaces will be designed for flexibility to be used for several therapy and recreational activities.

The redesigned facility will shed its institutional attributes and incorporate new design principles that reflect a more residential, home-like approach to the care environment. The new environment shall ensure that both residents and staff are kept safe and well with unobtrusive safety and security measures that seamlessly integrate into the design and overall planning to provide a sense of care and protection for all occupants.

Project Cost:

The current project cost estimate is \$17,500,000

Timing and Schedule:

The environmental consultant must be available to start work upon receipt of a contract and implement the EA process in a timely manner. At a minimum, the EA public comments must be reviewed prior to approval by the State Building Commission (SBC). The current schedule anticipates advertising for bids in December 2022.

SBC Approval:	April 2022
Bid Opening:	December 2022
Start Construction:	February 2023
Substantial Completion:	January 2024
Project Closeout:	May2024

Services Required:

NOTE – This project is located at a secure Department of Health Services facility. All persons must provide information to the facility for a background check at least 48 hours prior to the first visit and 24 hours prior for subsequent visits. The consultant will lead the EA process and prepare the EA in accordance with Wisconsin Administrative Code DHS 18 Environmental Policy Implementation including the following services:

1. Perform environmental data collection and analysis, including information queries to relevant individuals, groups, and agencies such as the Department of Natural Resources, State Historic Preservation Office; U.S. Fish and Wildlife, etc.
2. Develop a distribution list of appropriate groups, legislators, state agencies, and individuals who should receive scoping information and other WEPA documentation.

3. Perform a database search, complete the State Historic Preservation Form 4440, and submit the form to the Department of Health Services Agency Contact with a statement on the finding(s).
4. Draft the Type II Environmental Assessment;
5. Evaluate impacts—adverse and positive;
6. Distribute the draft EA in electronic format to the EA Team for input;
7. Assist the DFDM Project Manager and the DHS Agency Contact to determine whether the EA is adequate or if impacts warrant an Environmental Impact Statement (EIS);

Assuming the EA is sufficient, continue with the following:

8. Distribute draft EA (electronically or hard copy) to the distribution list identified in service 2 above, with a copy available at the local public library and an electronic version on a website;
9. Publish availability of draft EA for public comment in local media, including state and local newspapers, and electronic newsletters/messages, noting the required 15-day public review period;
10. Publish a 15-day legal notice and determine if there is a need to hold a public hearing;(This can be done in conjunction with notice on availability of EA.);
11. Provide EA Team a draft of the PowerPoint presentation for review and comment two weeks prior to the public meeting (if a meeting is deemed necessary);
12. Collect, evaluate, distribute, and respond to public comments with prior input from the EA Team;
13. Work with the DFD Project Manager, and the DHS Agency Contact to determine if public comments produced significant impacts or controversial issues that warrant a public meeting on the EA and/or completion of an EIS and, if not;
14. Finalize EA to include an Executive Summary, recommendation, comments, responses, affidavits/copies of published legal notice, required signatures, etc. A “red-line” version that tracks all changes made to the draft EA to produce the Final EA should be electronically submitted to the DHS Agency Contact.
15. Distribute one hard copy and one bookmarked pdf of the final EA to the DHS Agency Contact, and to the DFD Project Manager. Distribute electronic or hard copies to other interested/involved parties.

The consultant is expected to keep all parties informed, take and distribute meeting minutes. All documents should be prepared and submitted in WORD (preliminary draft) or pdf format (final version).

Meetings & Schedule:

At the discretion of the consultant, a kickoff meeting can be arranged at or near the project site or via teleconference. A scoping letter which indicates a response deadline may be used to solicit input from the distribution list identified in service 2 above. The EA process should be accomplished in concert with the development of design documents for the project. The consultant should develop a draft schedule, as part of their proposal that incorporates the major timeframes listed above for approval by the DFD Project Manager, and the DHS Agency Contact.