

This request provides architectural/engineering/planning (AEP) resources to complete the project phases indicated below for **Project No. 19G3N MSN-1921 – AG Hall 125 Classroom Renovations/Instructional at the University of Wisconsin-Madison** (see attached for further detail).

Pre-Design Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Consultants should submit their qualifications in the form of a letter of interest and demonstrate specific expertise and experience in the design and coordination of historic preservation and lecture hall/auditorium remodeling as part of a design team. Work includes project area surveys, acquiring field data, and verifying as-built conditions to assure accurate development of design and bidding documents.

The consultant(s) will participate in a highly collaborative and interactive campus planning process by meeting with appropriate campus staff, including Space Management Office, Capital Planning & Development and Campus Planning to develop a Program Statement, Preliminary Design, and Final Design documentation. Working in collaboration with the campus project team, the consultant shall be responsible for program development, verification, and documentation; developing and documenting design alternatives with corresponding [construction cost] estimates and [construction] schedules for each design alternative; and determining and documenting any project work dependencies for selected design alternatives. The design consultant shall become knowledgeable of the historic fabric of the building and especially the 125 Classroom and shall incorporate impacts to the historic fabric in all design alternatives.

[Agricultural Hall] is listed by the Wisconsin Historical Society (WHS) as a building of historical significance and is listed on the National Register of Historic Places both individually and as a contributing building in the Henry Mall Historic District. The design consultant shall be expected to consult and coordinate with the WHS through staff in Campus Planning on the design alternatives, final design solution, and construction work. All meetings with the WHS will be coordinated and set-up by staff in Campus Planning. The design consultant will work with staff in Campus Planning to facilitate any mitigation plans required by the WHS if adverse effects are found to impact the historic, character defining elements.

The design consultant(s) shall provide pre-design services through construction administration services as indicated in the current Division of Facilities Development and Management (DFDM) [Guideline for Developing Program Statements and Feasibility Studies for Projects Requiring Enumeration, and/or the Policy and Procedure Manual for Architects/Engineers and Consultants], and the DFDM Contract for Professional Services. These services may be contracted through multiple contracts or contracts with multiple parts and project-specific review/approval/authorization milestones 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.

PRE-DESIGN SERVICES

In addition to the requirements for pre-design through construction in the DFDM [Guideline for Developing Program Statements and Feasibility Studies for Projects Requiring Enumeration and/or the Policy and Procedure Manual for Architects/Engineers and Consultants], the following addition and clarifications should be noted:

- Prepare a comprehensive building code assessment and recommendations for room Agricultural Hall room 125.
- Perform Project Planning. Evaluate and prepare for DFDM and campus consideration options and scenarios for determining project priorities and project delivery, this includes, at a minimum: scheduling, phasing, estimated cost, inflation, and loss of revenue implications.
- Prepare a Project Plan with a Program Statement per the DFDM Policy and Procedure Manual for Architects/Engineers and Consultants incorporating the Facilities Condition Assessment (completed during feasibility study as part of DFD Project No. 12G2M-05 07/2014), code assessment, and project delivery scenarios, phases, and alternatives.
- The design consultant(s) will also prepare materials (documents, images, etc.) necessary for Board of Regents and State Building Commission construction authority.

COST ESTIMATING

Provide conceptual construction cost estimates for all design alternatives and provide full budget estimates for selected design alternative. All estimates for a selected design alternative must provide construction cost detail with a dated reference for ease of future cost escalation. All project cost estimates not directly associated with the construction costs (basic and additional design services, project management fees, design contingency, project contingency, movable and special equipment, and escalation factors) must be indicated separately from the construction cost estimates.

DELIVERABLES

Produce a [Program Statement] document with narrative descriptions of each project component and implementation phase, executive summary, detailed construction cost estimates, detailed life cycle costing estimates, full schematic building level floor plans for each level impacted by the project, two-dimensional elevations and color renderings of selected components, and three-dimensional color renderings of selected project areas. The narrative descriptions must include functions, occupant capacity/limits, building/structure and site infrastructure requirements, and impacts to the

historic fabric, proposed materials, and applicable building code impacts. The executive summary will include all planning findings, project goals and principles, key recommendations, and an implementation plan.

Produce a life cycle cost estimate document detailing energy consumption; operational maintenance and repair cost impacts; capital maintenance, repair, and replacement cost impacts; and life expectancy for all selected design alternatives.

All graphics must be grayscale compatible without losing meaning, distinguishing characteristics, or legibility.

All final documentation must be provided electronically via download link, USB flash drive, or optical disc (CD or DVD) in Adobe Acrobat PDF format. All narrative text and cost estimate documentation shall also be provided in an unlocked, editable file format for future use and presentation outside of the final [Program Statement] document. Text shall be provided in rich text format (*.RTF) or Microsoft Word XML document format (*.DOCX) and cost estimates provided in Microsoft Excel XML workbook format (*.XLSX). The content of the editable file formats must match the content of the final [Program Statement] document, but the organization, layout, and formatting needs only to be representative of the final content. All graphics, images, maps, plans, and renderings must be provided in electronic format separate from the master plan document in high-resolution 300 pixels per inch (ppi) raster format (*.PNG), suitable for poster size (minimum 24-inches by 36-inches) publication. All graphics, images, maps, plans, renderings, models, and documentation will become the property of the university.

PRELIMINARY AND FINAL DESIGN SERVICES

In addition to the requirements for preliminary design through construction in the DFDM *Policy and Procedure Manual for Architects/Engineers and Consultants*, the following additions and clarifications should be noted:

- The design consultant(s) will work with DFDM and the appropriate campus staff to review the Program Statement, Preliminary Design, and Final Design documents. The design consultant(s) will attend a design review meeting at each of the Preliminary Design and Final Design review stages. The reviewers will provide written comments to the DFDM Project Manager based on the documents, and discuss the comments with the design consultant(s). The design consultant(s) are required to provide written responses to the DFDM Project Manager.

Note that per the DFDM *Policy and Procedure Manual for Architects/Engineers and Consultants*, the following services will not be included in the scope of services:

- Hazardous material abatement design will be provided by a consultant under separate contract with DFDM based on the demolition plans. Abatement documents will be incorporated into the bid set.

This project is considered a Type III WEPA (Wisconsin Environmental Protection Act) action due to it being all interior remodeling. No further action or documentation is necessary.

The following documents will be made available to the successful design consultant team for reference, verification, and update as it relates to the project intent, description, and scope of work.

Capital Project Request

PDF

MSN-1921 9/24/2020

Preliminary Budget Worksheet

Excel

MSN-1921 9/24/2020

***Agricultural Hall Auditorium Room 125 Programming
Report – DFD Project No 12G2M-05 (Completed 07/2014)***

Adobe PDF

MSN-1921 9/24/2020

BASIC SERVICES

Architectural/Engineering/Planning (Rev. 2019-08)

ID	Y/N?	Description	Comments and Clarification Notes
1.00	<input checked="" type="checkbox"/>	Project and Program Considerations	
1.01	<input checked="" type="checkbox"/>	<u>Programming & Program Verification</u>	
1.02	<input checked="" type="checkbox"/>	<u>Design Concept</u>	
1.03	<input type="checkbox"/>	<u>Site/Survey</u>	
1.04	<input type="checkbox"/>	Site/Existing Conditions	
1.05	<input type="checkbox"/>	Facilities Site Plan	
1.06	<input type="checkbox"/>	Existing Land Use	
1.07	<input type="checkbox"/>	<i>Topography/Drainage</i>	
1.08	<input type="checkbox"/>	<i>Vegetation/Landscaping</i>	
1.09	<input type="checkbox"/>	<i>Subsurface Conditions</i>	
1.10	<input checked="" type="checkbox"/>	<i>Construction Staging/Occupancy of Site During Construction</i>	
1.11	<input type="checkbox"/>	<i>WEPA – Environmental Impact Determination and Identification</i>	
1.12	<input checked="" type="checkbox"/>	<u>Utilities/Infrastructure</u>	
1.13	<input checked="" type="checkbox"/>	Existing: capacity and condition of existing lines and equipment	
1.14	<input checked="" type="checkbox"/>	Proposed central and site utility systems	
1.15	<input checked="" type="checkbox"/>	Maintaining utility services and infrastructure during construction	
1.16	<input checked="" type="checkbox"/>	<u>Transportation/Circulation</u>	
1.17	<input type="checkbox"/>	Vehicular/Bicycle/Pedestrian	
1.18	<input type="checkbox"/>	Parking	
1.19	<input checked="" type="checkbox"/>	Service/Loading/Unloading	
1.20	<input checked="" type="checkbox"/>	Access to Site	
1.21	<input checked="" type="checkbox"/>	<u>Existing Building Conditions</u>	
1.22	<input checked="" type="checkbox"/>	Conditions of Existing Building Spaces as necessary for design	
1.23	<input checked="" type="checkbox"/>	Condition of Existing Infrastructure and Equipment	
1.24	<input checked="" type="checkbox"/>	Demolition Planning/Phasing	
1.25	<input checked="" type="checkbox"/>	<u>Building Systems</u>	
1.26	<input checked="" type="checkbox"/>	Structural Systems	
1.27	<input checked="" type="checkbox"/>	Mechanical Systems/HVAC	
1.28	<input checked="" type="checkbox"/>	<i>Environmental Control</i>	
1.29	<input checked="" type="checkbox"/>	Electrical/Lighting	
1.30	<input checked="" type="checkbox"/>	<i>Lighting Design</i>	
1.31	<input checked="" type="checkbox"/>	<i>Fire Alarm</i>	
1.32	<input checked="" type="checkbox"/>	<i>Telecommunications Systems</i>	
1.33	<input checked="" type="checkbox"/>	<i>Access Control</i>	
1.34	<input checked="" type="checkbox"/>	Plumbing	
1.35	<input checked="" type="checkbox"/>	Fire Protection Systems	
1.36	<input checked="" type="checkbox"/>	Signage (Code Required; Building and Room/Space Identification)	
1.37	<input checked="" type="checkbox"/>	Other Systems	
2.00	<input checked="" type="checkbox"/>	Design Considerations	
2.01	<input checked="" type="checkbox"/>	<u>Cost Estimating</u>	
2.02	<input checked="" type="checkbox"/>	<u>Constructability</u>	
2.03	<input checked="" type="checkbox"/>	<u>Accessibility</u>	
2.04	<input checked="" type="checkbox"/>	<u>Sustainable Facilities and Energy Conservation</u>	
2.05	<input checked="" type="checkbox"/>	<u>Equipment Layout</u>	
2.06	<input checked="" type="checkbox"/>	Campus Technical Review	
3.00	<input checked="" type="checkbox"/>	Bid Documents (see contract for details)	
4.00	<input checked="" type="checkbox"/>	Construction Administration (see contract for details)	
4.01	<input checked="" type="checkbox"/>	<u>Commissioning (Level 1)</u>	
5.00	<input checked="" type="checkbox"/>	Post-Construction Deliverables (see contract for details)	
5.01	<input checked="" type="checkbox"/>	<u>As-Built Record Drawings</u>	
5.02	<input checked="" type="checkbox"/>	<u>Commissioning Details</u>	
5.03	<input checked="" type="checkbox"/>	<u>Operations and Maintenance Manuals</u>	
5.04	<input checked="" type="checkbox"/>	<u>Warranty/Guarantee Details</u>	

SUPPLEMENTAL SERVICES

Architectural/Engineering/Planning (Rev. 2019-08)

ID	Y/N?	Description	Comments and Clarification Notes
A.00	<input type="checkbox"/>	Planning Considerations	
A.01	<input type="checkbox"/>	<u>Master Planning</u>	
A.02	<input type="checkbox"/>	<u>Blocking and Stacking Diagramming</u>	
A.03	<input type="checkbox"/>	<u>Scope Definition</u>	
A.04	<input type="checkbox"/>	<u>Space Needs Analysis</u>	
A.05	<input type="checkbox"/>	<u>Site Evaluation</u>	
A.06	<input type="checkbox"/>	<u>Market Study</u>	
A.07	<input type="checkbox"/>	<u>Space Utilization Analysis</u>	
B.00	<input type="checkbox"/>	Project and Program Considerations	
B.01	<input type="checkbox"/>	<u>Occupants/User Activities</u>	
B.02	<input type="checkbox"/>	Space Tabulation	
B.03	<input type="checkbox"/>	Room Data Sheets	
B.04	<input type="checkbox"/>	<u>Site/Survey</u>	
B.05	<input type="checkbox"/>	Easements	
B.06	<input type="checkbox"/>	Zoning Approval Efforts	
B.07	<input type="checkbox"/>	Floodplain Restrictions	
B.08	<input type="checkbox"/>	Landholdings/Ownership/Boundaries	
B.09	<input type="checkbox"/>	<u>Utilities/Infrastructure</u>	
B.10	<input type="checkbox"/>	Energy Modeling	
B.11	<input type="checkbox"/>	<u>Existing Facilities Survey</u>	
B.12	<input checked="" type="checkbox"/>	Facility Condition Assessment	
B.13	<input checked="" type="checkbox"/>	Document Existing Conditions	
B.14	<input type="checkbox"/>	Concealed Conditions	
B.15	<input checked="" type="checkbox"/>	Building Code Analysis	
B.16	<input checked="" type="checkbox"/>	Phasing Options and Analysis	
B.17	<input type="checkbox"/>	Adjacency Analysis and Matrix	
B.18	<input type="checkbox"/>	<u>Facility Specialties</u>	
B.19	<input checked="" type="checkbox"/>	Acoustics	
B.20	<input type="checkbox"/>	Elevator Constructor/Vertical Transportation	
B.21	<input type="checkbox"/>	Food Service Operations/Kiosks	
B.22	<input type="checkbox"/>	Security/Video Surveillance	
B.23	<input type="checkbox"/>	Specialty Lighting	
B.24	<input type="checkbox"/>	Other (Please Specify)	
B.25	<input type="checkbox"/>	<u>Furnishings, Fixtures, & Equipment</u>	
B.26	<input type="checkbox"/>	Select Only (campus to procure and install)	
B.27	<input type="checkbox"/>	Select & Specify (campus to procure and install)	
B.28	<input type="checkbox"/>	Select, Specify, & Supervise Installation	
B.29	<input type="checkbox"/>	Fixed Equipment	
B.30	<input type="checkbox"/>	Movable Equipment	
B.31	<input type="checkbox"/>	Art Selection Assistance	
B.32	<input type="checkbox"/>	<u>Universal Design</u>	
B.33	<input checked="" type="checkbox"/>	<u>Historic Preservation</u>	
B.34	<input type="checkbox"/>	Historic Structure Report (HSR)	
B.35	<input checked="" type="checkbox"/>	Historic Preservation Plan (HPP)	
B.36	<input checked="" type="checkbox"/>	Wisconsin Historical Society Approval for Building Concept	
B.37	<input type="checkbox"/>	<u>Presentations</u>	
B.38	<input type="checkbox"/>	Formal Presentation(s)	
B.39	<input checked="" type="checkbox"/>	Presentation Materials	
B.40	<input checked="" type="checkbox"/>	Facilitate on Campus Design Document Review	
C.00	<input type="checkbox"/>	Construction Administration	
C.01	<input type="checkbox"/>	<u>Additional Construction Administration Services</u>	
D.00	<input type="checkbox"/>	Miscellaneous	
D.01	<input checked="" type="checkbox"/>	<u>Wayfinding</u>	

SUPPLEMENTAL SERVICES

Architectural/Engineering/Planning (Rev. 2019-08)

D.02	<input type="checkbox"/>	Building Performance and Certification Standards Compliance
D.03	<input checked="" type="checkbox"/>	Renderings, Models, and Mock-Ups
D.04	<input type="checkbox"/>	Building Information Modeling
D.05	<input type="checkbox"/>	Measured Drawings Beyond Project Area
D.06	<input type="checkbox"/>	Commissioning (i.e. Level 2, Exterior Envelope)
D.07	<input type="checkbox"/>	Post Occupancy Evaluation
E.00	<input type="checkbox"/>	Other (Please Specify)

SUPPLEMENTAL SERVICES

Board of Regents Evaluation Criteria Responses

ID	Y/N?	Description	Comments and Clarification Notes																												
F.00	<input type="checkbox"/>	Pre-Requisite Considerations																													
F.01	<input type="checkbox"/>	<u>Surge Space(s) Identification and Suitability Determination</u>																													
F.02	<input type="checkbox"/>	<u>Utility Infrastructure Impact(s) Identification and Strategy Recommendation</u>																													
G.00	<input type="checkbox"/>	Capital Plan Considerations																													
G.01	<input checked="" type="checkbox"/>	<u>Project Sequence Dependency Identification</u>																													
H.00	<input type="checkbox"/>	Physical Development Impacts																													
H.01	<input checked="" type="checkbox"/>	Code Compliance Resolution																													
H.02	<input type="checkbox"/>	Health & Safety Condition Resolution																													
H.03	<input type="checkbox"/>	Environmental Protection Condition Resolution																													
H.04	<input type="checkbox"/>	Facility and/or Program Standards Condition Resolution																													
H.05	<input type="checkbox"/>	Space Profile (Demolition/Renovation/New Construction)																													
		<table> <tr> <td>Demolition</td><td>0</td><td>ASF</td><td>0</td><td>GSF</td><td>\$</td><td>0</td></tr> <tr> <td>Renovation</td><td>0</td><td>ASF</td><td>0</td><td>GSF</td><td>\$</td><td>0</td></tr> <tr> <td>New Construction</td><td>0</td><td>ASF</td><td>0</td><td>GSF</td><td>\$</td><td>0</td></tr> <tr> <td>Project Total</td><td>0</td><td>ASF</td><td>0</td><td>GSF</td><td>\$</td><td>0</td></tr> </table>	Demolition	0	ASF	0	GSF	\$	0	Renovation	0	ASF	0	GSF	\$	0	New Construction	0	ASF	0	GSF	\$	0	Project Total	0	ASF	0	GSF	\$	0	
Demolition	0	ASF	0	GSF	\$	0																									
Renovation	0	ASF	0	GSF	\$	0																									
New Construction	0	ASF	0	GSF	\$	0																									
Project Total	0	ASF	0	GSF	\$	0																									
		<p>Determine and document the following for each solution/phase/alternative...</p> <ol style="list-style-type: none"> Estimated capital renovation costs and current replacement value for the proposed space to be (a) demolished or (b) renovated. If any portion of the proposed new construction is required to resolve... <ol style="list-style-type: none"> ...building codes and standards, health and safety conditions, environmental protection conditions, and/or facility or program standards which cannot be economically be resolved in existing space; and/or ...demonstrated capacity issues or space shortages related to enrollment growth and 5-year enrollment trends (specific program and/or overall campus); and/or ...poor adaptive reuse potential for existing space that could have been included in the proposed project solution scope and budget estimate. 																													
I.00	<input type="checkbox"/>	Programmatic Impacts																													
I.01	<input type="checkbox"/>	Energy Use and Cost Impacts																													
I.02	<input type="checkbox"/>	Space Quality, Performance, and Suitability Determination																													
I.03	<input type="checkbox"/>	Space Quantity, Availability, and Capacity Determination																													
I.04	<input type="checkbox"/>	Space Utilization Profile and Benchmarking																													

Capital Project Request 2019 - 21 Biennium

Agency

University of Wisconsin

Institution

UW-Madison

Facility ID

285-0A-0070

Facility Name

Agricultural Hall

Project ID

19G3N / 0070-125

Project TitleClassroom Renovations and Instructional Technology
Improvements: Agricultural Hall Room 125**Project Type**

All Agency



Instructional Space



Enumerated/Major



UW Managed

Double-click on a checkbox to open the Check Box Form Field Options dialog box to change the state of the checkbox.

Project Intent

This goal of UW-Madison with this project is to update the systems, finishes, and furnishings while preserving, restoring, and augmenting the historical integrity and beauty of this historical marquee lecture space.

Project Description and Scope

This project will involve a complete remodel of the largest lecture hall located on the UW-Madison campus, Agricultural Hall room 125 which was built in 1903 and seats nearly 600 individuals. The space has largely gone untouched since its opening in 1903 save for minor remodels including the addition of a rear projection booth and revision of the lecturer's stage. In regard to systems, the current HVAC system which services the lecture hall is inadequate. This project calls for the addition of a new air handling unit to the Agricultural Hall facility that will only service the lecture hall space. Current condition of the finishes in the space is poor. This project calls for new paint, and repair of plaster on the walls and ceiling. In addition, as a matter of restoring the space to its original condition, the original balcony stairs which led down to the stage in the front of the room will be rebuilt according to historic standards of the early 20th century, and all doors and associated hardware will be replaced to closely match the originals. Furnishings within the lecture hall will be replaced in kind to maintain the historic aesthetic. In an effort to improve the sound and lighting quality within the space, spray on acoustical treatment will be added to the ceiling and a new lighting system will be installed. Finally, the current writing surfaces and projection screen will be replaced to ensure their continued operation.

Demolition:	0	ASF	0	GSF	\$	0
Renovation:	2,998	ASF	0	GSF	\$	0
New Construction:	0	ASF	0	GSF	\$	0
Project Total:	2,998	ASF	0	GSF	\$	0

Analysis of Need and Project Justification

As is noted above, this project focuses on the renovation of a lecture hall built over a century ago that is historically significant to not only the University of Wisconsin-Madison, but is also listed on the National Register of Historic Places. Investment in this project should be a priority to ensure that the lecture hall is preserved for future generations and is able to continue to function as an instructional space asset. The classroom demand analysis report for UW-Madison term 1182 indicates a net balance of zero spaces of 400+ seats. Utilization trends are consistent with the classroom demand analysis report, indicating increased use of spaces this size over the previous five semesters. In addition, of the lecture hall spaces on the UW-Madison campus, this is the largest seating up to 588 individuals with the second largest seating 484.

Consultant Requirements

See RFAES

Capital Project Request

2019 - 21 Biennium

Project Budget		Funding Sources	
Construction:	\$	GFSB:	\$ 3,144,000
Hazardous Materials:	\$	PRSB:	\$ 0
Total Construction:	\$	Cash:	\$ 0
Design Fees (Basic):	\$	Gifts:	\$ 0
Design Fees (Other):	\$	Grants:	\$ 0
Total Design Fees:	\$	BTF:	\$ 0
Contingency:	\$	Other (Please Describe):	\$ 0
Management Fees:	\$	Other (Please Describe):	\$ 0
Equipment/Other:	\$	Other (Please Describe):	\$ 0
Total Budget Estimate:	\$	Total Funding Sources:	\$ 3,144,000

Project Schedule		Project Contact	
A/E Selection:	02 / 2021	Contact Name:	Abraham Schrump
Design Report:	09 / 2021	Contact Email:	Abraham.schrump@wisc.edu
-Approval:	10 / 2021	Contact Phone:	608-262-4414
Bid Date:	12 / 2021		
Start Project:	03 / 2022		
Substantial Completion:	12 / 2022		
Project Close Out:	01 / 2023		