



REQUEST FOR INFORMATION

The University of Wisconsin-Madison is seeking information on lease opportunities for a potential site/building(s) to accommodate the [Wisconsin Geological and Natural Survey \(WGNHS\)](#) geological research activities.

The WGNHS program was established over 125 years ago by the Wisconsin Legislature, which is responsible for collecting, interpreting, communicating, and archiving essential information for improving our scientific understanding of the geology, water, and natural resources of the state of Wisconsin.

The Board of Regents on behalf of UW-Madison is exploring opportunities to enter into a full-service gross lease with an option to purchase including all operating expenses, real estate taxes, utilities, office suite janitorial, common area maintenance charges (CAM), and parking. It is necessary that the premises be in turnkey condition including furniture, data cabling, and all necessary tenant improvements. We are seeking an initial lease term of fifteen (15) years with at least two five-year renewals with an option to purchase at years 1, 3, 5, 7 and 10.

Site and facility must be zoned appropriately to allow for research programs and space needs identified below.

The facility should accommodate approximately 50,000 square feet of conditioned space to be used as the WGNHS operations site within or near the City of Madison. Locations within 20 miles of the UW-Madison campus are preferred and would also be serviced by public transportation.

The existing WGNHS locations in Madison and Mount Horeb may be toured to understand layout and operations. Contact uwrealestate@fpm.wisc.edu to coordinate a tour of these locations.

Facility Space Needs

Approximate size 50,000sf facility to move all operations from two locations to one new site.

Items highlighted green would be preferred to be part of the tenant improvement package as part of the lease.

Real Estate Development & Administration - Facilities Planning & Management

21 North Park Street, 6th Floor
(608) 263-3043

Madison, Wisconsin 53715-1211
www.fpm.wisc.edu

Type	Quantity	Notes
Office space	<ul style="list-style-type: none"> ● (1) Director 120sf ● (17) Staff - confidential 120sf ● (21) Staff (visiting scientists, post-docs) 80sf ● (12) Program Assistant (student) 80sf per system <p>3120 Total Square Feet</p>	
Lab and Workspaces	<p>Wet lab</p> <p>400 Total Square Feet</p>	<ul style="list-style-type: none"> ● At least two free-standing, 3'x6' worktables, ● Upper and lower cabinet/shelf storage for electronic equipment with counter space above the lower cabinets/shelves ● Laminar flow hood (standard chemical fume hood with average face velocity of 100 fpm) ● Eye wash station and emergency shower meeting OSHA requirements ● Metal chemical storage cabinets ● At least two, 20 cu. ft. refrigerators or one, 40-50 cu. ft. refrigerator ● At least 1 sink with a sediment trap (stainless, steel, approximate bowl dimensions: 20" W x 18" L x 14" D); 1 floor sink/mop basin (approximate bowl dimensions: 24" W x 24" L x 10" H) ● Note: Access to loading dock/area needed
	<p>pXRF and cuttings/samples examination workspace</p> <p>500 Total Square Feet</p>	<ul style="list-style-type: none"> ● pXRF and secure storage cabinet ● At least 1 sink with a sediment trap (stainless, steel, approximate bowl dimensions: 20" W x 18" L x 14" D)

		<ul style="list-style-type: none"> 14" D) Drying oven Microscope Space At least six to eight, 3'x6' worktables <p>Note: Access to loading dock/area needed</p>
	<p>Geophysics workshop</p> <p>200 Total Square Feet</p>	<ul style="list-style-type: none"> Work/tool bench (approximately 96" L x 30" D x 36" H) Equipment storage shelving along at least one wall <p>Note: Relatively close access to loading dock/area needed</p>
Meeting space, 16-18 people	<p>Large A (16-18 people)</p> <p>540 Total Square Feet</p>	Used for project team meetings. Needs AV equipment – lease will need to accommodate install of equipment by UW (computer, large wall monitor – blocking in wall to install equipment).
Conference/Education Center (for workshops, gatherings, group meetings), up to 50	<p>Very Large (24+), 15sf per person</p> <p>1000 Total Square Feet</p>	Used for staff meetings and other hosted state meetings. Needs AV equipment (computer, projector, large screen – blocking in wall to install equipment)
Printing	750 Total Square Feet	Map and poster printing, map trimming, scanning, work area for digitizing tablet(s), and storage (map cases)
Reference Collection Area	500 Total Square Feet	Compact shelving. Could be combined with the Outreach Storage Space and Maps and Publications Storage Areas
Maps and Publications Storage Areas	1000 Total Square Feet	Compact Shelving. Could be combined with the Reference Collection area and Outreach Storage Space.
Outreach Storage Space	300 Total Square Feet	Compact shelving. Could be combined with the Reference Collection area and Maps and Publications Storage Areas.
IT Storage Space	250 Total Square Feet	Computer storage, staging, and

		server room
Break room	200 Total Square Feet	Refrigerator, sink (approximately 22" L x 30" W), microwave oven, table and chairs for 8-10
Wellness room	100 Total Square Feet	Lactation and wellness space with mini fridge and sink (approximately 22" L x 30" W)
Gender neutral and accessible restrooms		Provide per code req's
Core and Cuttings storage	at least 30,000 Total Square Feet	Heated warehouse space to a height of approximately 35 feet. Shelving will be required in this space
Core examination (climate controls necessary)	1200 Total Square Feet	Long tables to lay out core for extended periods of time, 2 @ 50'
Cuttings and sediment core examination and photography (climate controls necessary)	1000 Total Square Feet	Long table to lay out sediment core for extended periods of time, 1 @ 50'
Equipment Storage Space (climate controls necessary)	700 sq.ft. currently at M.Pt. 1300 sq.ft. currently at MHREC 2000 Total Square Feet	Note: Geotechnical equipment storage (larger items, submersible pumps, canoe, etc.) Shelving needs in this room.
Walk-in refrigerator	324 Total Square Feet	18 feet x 18 feet, for Quaternary sediment/core storage
Rock-cutting and preparation saws (climate controls necessary)	500 Total Square Feet	At least 1 utility sink with sediment trap (stainless, steel, approximate bowl dimensions: 20" W x 18" L x 14" D); Dusty workspace, should have good air circulation or vent to outside
Parking	3 state vehicles, 3 large field equipment items, + spots for staff	Minimum of 25 parking places, plus 6 dedicated spaces for WGNHS field vehicles with gated/locking enclosure preferred
Loading area with garage door	1 dock minimum	Adjustable dock plate

Requirements include: (determine any additional needs from above)

- Fiber connectivity or capability of fiber connectivity

- Well-lit parking area for spaces indicated above

Response Requirements:

All responses should contain a full gross lease rental rate with option to purchase, information on building common area amenities if a multi-tenant building, ADA accessibility, parking, and existing building utilities services (including a list of telecommunications and fiber carriers). Buildings can be either single-tenant or multi-tenant.

Note: For the full gross lease rental rate if there are multiple buildings with differing uses, please utilize either a blended rate and one response sheet (Exhibit A) or multiple response sheets for the distinct uses (example: warehouse vs. office space).

All responses must contain the following:

- a) area map(s) indicating building/site location(s) and public transportation routes marked,
- b) site plan showing site access, parking, building access and configuration of building,
- c) floor plans,
- d) building and site photos, if applicable, and
- e) completed RFI Response Sheet (Exhibit A).

This is a Request for Information (RFI) and not a Request for Proposal (RFP). A formal RFP may not be issued; therefore, all responses must be as complete and accurate as possible. A breakdown of the rental rate is required on the submittals. Final terms and conditions are negotiable.

If you are interested in responding to this RFI, please email all requested information no later than **NOON, Friday, November 22nd, 2024**, to uwrealestate@fpm.wisc.edu.

Exhibit A
Request for Information – Response Sheet

PURCHASE PRICE:

I. PURCHASE & LEASE OPTION TO PURCHASE

- A) Purchase Price for Proposed Sites (year 1) _____
- B) Provide Option to Purchase Costs within Lease (years 3, 5, 7, 10) _____

RATE PROPOSAL:

II. SQUARE FOOTAGE

- A) Total useable square feet (does not include common area) _____
- B) Total rentable square feet (includes common area) _____

III. RATE CALCULATION: Per Rentable square footage

Complete the following: (amounts should be listed as cost per square foot)

- A) Base Building Rate. (Net Rate) _____/sq. ft.
- B) Premise Utility Costs _____/sq. ft.
- C) Janitorial Services (assume full-service 5 days per week) _____/sq. ft.
- D) CAM (insurance, full demised Premise maintenance and all other facility costs) _____/sq. ft.
- E) Real Estate Taxes _____/sq. ft.
- Total Gross Rate Offered Per Rentable Square Foot Per Year** _____/sq. ft.
(Sum of A, B, C, D, E)
- Tenant Improvement Allowance included in the base rate** _____/sq. ft.

IV. TERMS AND CONDITIONS:

- A) Annual Escalator: _____
- C) Length of Lease: FIFTEEN (15) years _____
- D) Renewal Option(s): 5-YEAR increments minimum of 2 _____
- E) Tenant Access Date: _____
- F) Tenant Occupancy Date: _____

V. SUBMITTED BY:

_____	_____
Contact Name	Firm Name
_____	_____
Firm Street Address	Firm City, State, Zip
_____	_____
Telephone Number/ Fax Number	Authorized Signature
_____	_____
Proposed Street Address	Proposed City, State, Zip