

**Scope of Work**

Complete an existing facility and life safety assessment of the Metro Transit building at 1101 East Washington Ave and the site up to the property line.

Systems to be reviewed include structure, utilities, pavements, landscaping, roof, envelope, heating/cooling systems, electrical power, lighting and fire alarm systems, plumbing systems, fire protection systems, and bus maintenance equipment.

Professional services will also include pre-design and programming/conceptual services to determine the city's goals and objectives and prepare conceptual design documents supporting those requirements. **Work will include a listing of needed major capital upgrades and cost estimates for these upgrades; development of an on-going, long-term, comprehensive facility maintenance plan; and development of a multiyear capital budget plan, including a comparative life-cycle analysis.** Professional services include architectural, civil, landscape architecture, mechanical (HVAC), plumbing, fire protection, electrical, and bus maintenance design services.

**The existing City of Madison Metro Transit Facility will be analyzed to document the condition of the facility and the site and their adequacy to meet future needs of Metro Transit (up to 20 years).** An assessment of maintenance associated with the underlying building conditions, both routine on-going costs and major periodic repairs, will be provided. A life-cycle costing methodology is to be used in the analysis.

**Final Report Deliverables**

Provide a final Concept and Design Report with the following proposed contents:

- 1) Executive summary describing programming and concept design process used and recommended concept design solution.
- 2) Program statement and overall narrative of Owner's Project Requirements (OPR), including names of spaces, square foot areas, functional space needs, adjacencies, equipment requirements, and sustainability and performance requirements.
- 3) Existing condition assessment, with system narratives describing condition and recommendations for repair, remodel, or replacement.
- 4) **Narrative describing proposed phased concept plan with recommended phasing of construction to continue operation and to spread project out over several years.**
- 5) Sustainability recommendations.
- 6) **Opinion of probable costs of construction.**
- 7) **Facility Maintenance Plan.**
- 8) **Capital Budget Plan.**
- 9) Appendix:
  - a) Minutes of the meetings outlined in this scope, documenting comments and direction received from Metro Transit staff and administration, City of Madison representatives, and stakeholders.
  - b) Drawings of the recommended concept design.
  - c) Alternative concept design solutions (up to three).

**Consultants**

Mead and Hunt - Engineers and Architects

Ken Saiki Design - urban planners and landscape architects.

Destree Design Architects - interior design and furnishings.

Kueny Architects - bus maintenance facility planners.

OTIE Engineers - site civil engineering design.

Middleton Construction Consulting - construction cost estimators.

JP Cullen - 3D laser scanning.

**Schedule**

(tentative – based on receipt of contract approval by 6/1/2017)

Project Initiation (walk-throughs and meetings) beginning Week of June 5, 2017

Program Verification / Performance Criteria June through July 2017

Conceptual Design August through September 2017

Presentation of findings to Metro Transit Board and other groups October 2017

Final Deliverables November 2017

**Fee**

\$276,845

80% Federal Funds (\$221,476) / 20% GO borrowing (\$55,369)