



Department of Planning & Development
Community Development Block Grant



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To: City of Madison Plan Commission
From: Mary Charnitz, Grants Administrator, City of Madison Department of Planning and Development
Date: February 23, 2005

LETTER OF INTENT

Name of Project: Boys and Girls Club Allied Family Center Parking Lot and Basketball Court Relocation

Project Description: The Boys and Girls Club of Dane County, Inc. (BGC) will build a parking lot and a basketball court on City of Madison land located at 4701 Jenewein Road.

BGC is constructing a 21,200 sq. ft. Family Center at 2619 Jenewein Rd. in the City of Fitchburg. The City of Madison has agreed to lease adjacent City of Madison land to the BGC to construct a parking lot to service the Family Center. The adjacent City of Madison land currently has a basketball court located on it. The BGC will relocate this court to the southern edge of the parking lot.

Construction Schedule: Construction of the parking lot and basketball court will be integrated into the total BGC Family Center project. The Family Center project hopes to begin construction in late April/early May and be completed in February 2006. The parking lot/basketball court portion is expected to begin in October 2005 and be completed in November 2005.

Names of People Involved:

Property Owner: City of Madison, Larry Nelson, Engineering
Project Coordinator: City of Madison, Mary Charnitz, Community Development Office
Development of Lease between City and BGC: City of Madison, Heidi Fisher and Don Marx, City Real Estate
Project Owner: Boys and Girls Club of Dane County Inc., Juan Lopez, Mary Burke and Tara Krivoruchka
Owner's Representative/Project Manager: Thomas Nack, Nack Construction Consultants
Architect: Plunkett Raysich, Martin Choren
Jenkins Survey and Design Inc., Hans Jenkins
Structural Integrity Inc., Kurtis Strauss
CMG & Associates, HVAC and Plumbing Design
Muermann Engineering, Curt Krupp

Total Gross Square Footage: The parking lot and basketball court will be 26,950 square feet. The adjacent Family Center will be 21, 200 square feet.

Number of Employees for Project: The BGC Family Center is expected to be staffed daily by 4 full time and 12 part time employees. BGC Family Center staff will oversee the parking lot.

Capacity: The parking lot will have 39 stalls. Per IBC calculations the adjacent Family Center capacity is listed as 1,370.

Hours of Operation: The BGC Family Center will be open from 9:00 am to 9:00 pm Monday through Friday and 11:00 am to 4:00 pm on Saturdays.

Square Footage (Acreage) of the Site: The site for the parking lot and basketball court will be .62 acres. The adjacent Family Center site will be located on a 1.2 acre parcel.

Trash Removal and Storage, Snow Removal and Maintenance Equipment: An on-site secured dumpster enclosure has been included in the project. An exterior storage room for maintenance/snow removal equipment has also been provided.

Thank you in advance for your consideration and support of this project. If you have any questions please contact me at 267-0742 or mcharnitz@cityofmadison.com.