

January 24, 2007

Plan Commission
City of Madison
Madison, WI 53703

RE: Letter of Intent
Dudgeon Center Renewal and Extension
3200 Monroe Street
Madison, WI 53711

Dear Plan Commission Members:

We hereby submit this letter of intent to construct an extension and renewal project for the Dudgeon Center located at 3200 Monroe Street in Madison.

Overview

This project involves the purchase of property and improvements at 3200 Monroe Street. The current primary building tenant, Wingra School, is an independent K-8 school seeking to modernize the existing 30,000 square foot facility and construct an 8,000-15,000 square foot extension toward the north. The current secondary tenant, New Morning Nursery School, is intending to remain in the facility as a tenant.

The current population of Wingra School is 140 students with 25 adult teachers and support staff. The current population of New Morning Nursery School is 30 children with 6 adult teachers and support staff. The proposed north extension is not intended to add to either student or adult populations.

Project goals for the building include a welcoming entry, full accessibility, envelope improvements, life safety improvements, energy efficiency, thermal comfort, and educational support. Project goals for the site include a significant modernization of the north playground, a dedicated fire lane for emergency vehicle access, parking and drop-off features, stormwater management, and a modest regrading of the south lawn. Both the north playground and the south lawn will continue to be owned by the City of Madison.

An ad hoc advisory neighborhood committee has been convened to work with Wingra School representatives on building and site improvements. A neighborhood public meeting organized by Alderperson Golden has been scheduled for January 31, 2007. Both Wingra School and New Morning Nursery School recognize the importance of this site to the neighborhood, and are committed to the careful renewal of this property for the benefit of everyone.

Site

The existing whole-block parcel is 2.87 acres (124,800 sf) on Madison's near west side, bounded by Monroe Street, Western Avenue, Cross Street, and Gilmore Street. The immediate neighborhood context is primarily single family residential, with the exception of a Moravian church to the northeast. The general context includes the Glenway golf course area to the north and the Lake Wingra/UW Arboretum area to the south and east.

The current site includes a north playground, a central building location, and a south lawn. Wingra School is seeking to purchase the center section and a modest portion of the north playground to support their existing and future space needs. The proposed mid-block purchase is 1.17 acres.

The property currently experiences some water runoff problems, so a major project goal is on-site stormwater management. Building and site improvements allow for more pervious area and the introduction of rain gardens designed to accommodate water runoff. The surface parking lot that is currently non-conforming will be replaced, the children's outdoor playground will be improved, and the entry sequence will be enhanced with seating and landscaping.

The east parking lot off Gilmore Street will have four stalls including one accessible stall, and one 10' x 35' loading zone for deliveries and trash pickup. Twenty bicycle parking slots are provided; ten at the north entrance and ten at the west entrance. Trash dumpsters will be located on a concrete pad at the west end of the loading zone. Fire truck access is improved with a dedicated through-block fire lane to the north.

Student Drop-off and Pick-up

Wingra School intends to prepare a Traffic Safety Plan, similar to Randall Elementary School, as a site-specific guide for students and parents. That plan will anticipate all possible modes of transportation (bus, walk, bike and drive) as well as site constraints. Discussions with Traffic Engineering have explored posting "No Parking" along the east side of Western Avenue for attended vehicles only, and posting "15 Minute Parking" at the lot off Gilmore Street for nursery school traffic. Wingra School is also exploring an agreement with the neighboring church regarding a shared parking arrangement.

Demolition

A minor amount of demolition is anticipated related to the proposed north extension and the removal of the existing boiler equipment. The exposed boiler room and roofs to the west will be removed.

Renewal

All space retained after demolition is scheduled for complete remodeling. The basic structural and architectural elements will be saved, but most engineering systems will be replaced. Interior elements will be selectively upgraded to match the owner's space needs. The new layout will allow accessibility conforming to ADA requirements. The entire building will be provided with an automatic fire protection system.

Extension

A new extension on the north side of the existing building is planned to connect a welcoming entrance with the existing playground. Externally, the extension will conceal the underdeveloped north elevation and present a more unified, attractive face to the neighborhood. Internally, the extension will add a double height commons area for multiple uses with a variety of support and educational spaces.

Building Materials

The existing facility, which has no historic designation, was originally constructed in the 1920s and vertically extended in the 1930s. Exterior materials include old-fashioned wire-cut brick with smooth limestone trim at all doors, windows, belt courses, and parapet caps. Proposed work scope will involve repair of existing materials and selection of new materials that match existing conditions as closely as possible. New construction seeks to correct current inadequacies with an attractive and functional intervention that unifies the entire building. The design of an accessible green roof terrace will enhance educational options while capturing great views of the UW Arboretum and Lake Wingra.

Project Schedule

At this time, the owner is anticipating starting construction in spring 2008 and completing construction in fall 2009. Construction sequencing will be designed to accommodate continuous operation during the academic year and accelerated construction during the summer recess.

Summary

The proposed improvements for the Dudgeon Center include demolition, remodeling, and new construction consistent with the mission and the budget of the owner. The appearance of the site will be significantly improved with new building elements, landscaping, hard surfaces, and lighting. Deferred maintenance issues will be addressed, and a more welcoming destination will be provided for students, staff, and community users.

Project Team

Owner	Joyce Perkins (Director) Wingra School 3200 Monroe St. Madison, WI 53711 608-238-2525
Architect	BWZ Architects 2211 Parmenter St. Middleton, WI 53562 608-831-2900
Civil Engineering	Hofmeister Engineering & Surveying 15626 West Holt Road Brooklyn, WI 53521 608-455-1044
MEPS Engineering	KJWW Engineers 802 W. Broadway, Suite 312 Madison, WI 53713 608-223-9600
Landscape Architect	L. J. Geer Design 2554 East Johnson Street Madison, WI 53704

608-244-6369

Educational Planning

Fielding Nair Intl. Inc.
1115 Oak Way Drive
Madison, WI 53705
608-698-6141

Cost and Sequencing

Thomason Clark Corp.
949D N. Plum Grove Road
Schaumburg, IL 60173
847-413-1582

Contractor

tbd

Mechanical Engineering

tbd

Electrical Engineering

tbd

Plumbing &
Fire Protection

tbd

Key Project Features

Whole-Block parcel area:	2.87 acres
Mid-Block purchase area:	1.17 acres
Existing building area:	32,500 sf
Proposed demolition:	2,500 sf
Proposed extension:	13,900 sf
Proposed renewal:	30,000 sf
Proposed total area:	43,900 sf
Proposed owner:	Wingra School
Continuing tenant:	New Morning Nursery School
Staff count:	approximately 31 teachers and staff combined
Hours of operation:	8:00 a.m. to 4:00 p.m.
Existing parking count:	12 stalls including 1 accessible stall
Required parking count:	20 stalls
Proposed parking count:	4 stalls including 1 accessible stall

Required bicycle parking: 20 bike stalls

Required loading zone: 1 at 10'x35'

We appreciate the Madison Plan Commission's consideration of this project.

Sincerely,

Mark C. Engman, AIA
BWZ Architects