

## **BACKGROUND (General):**

The City of Ramsey's Fire Department currently operates Fire Station #2 from the City's "Old Municipal Center" site. The existing location of Fire Station #2 has been identified as a non-feasible/ineffective long term solution for Fire Station #2; and the City's overall fire protection/public safety needs. As a result, beginning in 2006, the City shifted attention to the property located at 5650 Alpine Drive to become the long-term home for Fire Station #2. Attached to this case is detailed background information.

**UPDATE:** a project update was provided to the City Council on January 13 in work session. Attached to this case are responses to a number of questions asked by Councilmembers. Generally, no major objections to constructing a new Fire Station #2 were identified on January 13.

## **BACKGROUND (Process):**

### ***1. Space Needs Analysis - August 2006***

The purpose of this step was to answer a number of questions regarding the existing Fire Station #2 site; and to identify Fire Department space needs. For example, does the existing old municipal center site work for Fire Station #2? Can we renovate the old municipal center building? Should we demolish and rebuild a new fire station? Attached is a Fire Station #2 Feasibility Report and Space Needs Analysis for the old municipal center site (existing location of Fire Station #2). This work was completed by BKV Group. In 2006, it was determined, utilizing the existing municipal center site was not a feasible or practical long term solution. At that time, a new Fire Station #2 site was identified and proposed--5650 Alpine Drive NW (just northeast of the old municipal center site).

### ***2. Surplus City Owned Property--Summer 2012***

In 2012, the City Council identified the old municipal center site surplus City owned property; and provided Staff with direction to identify opportunities to return this property back to the private sector. As part of that discussion, the current location of Fire Station #2 was identified as a factor in the future development of the old municipal center site. In order to allow for future development of the old municipal center site, a new location for Fire Station #2 would need to be planned/prepared in order to effectively react to future development. In June of 2014, the City Council provided Staff with direction to market the old municipal center site for a single family residential development. Staff is bringing forward a case to list the old municipal center site on August 11 with CBRE, the City's preferred real estate broker.

### ***3. Preliminary Design Stage--November 2013 (\$19,000)***

The purpose of this stage is to develop schematic designs of what Fire Station #2 could look like (often referred to as preliminary design). The outcome of this stage is preliminary architectural designs and preliminary site plan documents. Additionally, a preliminary project budget is developed. This work was authorized by the Council on November 26, 2013. Attached are results developed by BKV Group. Construction costs were estimated at \$3,230,000 and soft costs are estimated at \$509,500 (\$3,739,500 sub total). If the City bonded for this project, the total bond issue would be estimated just above \$4M (total estimated project costs).

#### **4. Final Design & Specifications--August 2014 (\$128,000)**

The purpose of this stage is to develop final site plans, architectural plans, civil plans, landscaping plans, electric/mechanical plans, construction specifications and bid documents. By completing this step, the City would be in position to move forward with constructing Fire Station #2 in a quick and effective manner. This work does have a shelf life of approximately five years. This work will need to be completed in order to construct a new Fire Station #2. This step was approved by the City Council in August 2014.

**UPDATE:** BKV Group has completed final design. BKV Group completed site plan review on January 13. BKV Group is finalizing bid documents now. The most recent budget estimates from BKV Group are as follows: Construction Costs: \$3,390,000 Soft Costs: \$461,000, Sub Total: \$3,851,000 (about \$140,000 increase from preliminary design; step 3 above). The reason for the increased costs are as follows: (1) inflation on material costs (2) negative supply/demand effects on construction industry (3) unforeseen earthwork (4) staff recommendation to increase "construction administration" services by the architect. NOTE: these costs don't include financing costs. See budget section of case for details.

#### **5. Letting Bid & Bid Award--(\$9,000)**

The purpose of the case tonight is to initiate this step in the project process. The purpose of this stage is to let bids, attain bids, and potentially award the proposed construction project to a general contractor. Listed below is the project timelines along with various decision points.

1. City Council Approval to issue the project for Bids – Tuesday, January 27, 2015
2. Issue 100% Bidding documents – Thursday, February 12, 2015
3. Pre-Bid Meeting Tuesday, February 24, 2015 at 2:00 PM at the City
4. Last Date to receive questions or substitution request – Thursday, February, 26, 2015
5. Last Addendum issue – Wednesday, March 4, 2015
6. Bids Received – Thursday, March 12, 2015 at 3:00 PM
7. Bid Results Presented to City Council for contract award – Tuesday, March 24, 2015
8. Notice to proceed issued – Wednesday, March 25, 2015
9. Estimated Construction period set at 11 months

#### **6. Construction Administration (\$50,000)**

Upon awarding a bid to a general contractor, BKV Group will administer the construction process in conjunction with a general contractor. This stage of the process is execution/construction. Staff has requested additional oversight of this project by BKV Group to ensure quality construction of a multi-million dollar facility, to increase efficiencies of the construction process, improve communications during construction, increase oversight of general contractor, and to reduce/eliminate construction issues. Specifically, BKV Groups' site visits and communications to City staff will be double from 1x every two weeks to 1x every week. The original proposal by BKV Group was \$34,000. The adjusted (increased) price for this service is now \$50,000.