City of Ramsey
Agenda
City Council Work Session
Tuesday January 13, 2015
5:30 p.m.
Lake Itasca Room 7550 Sunwood Drive NW

1. Call to Order

2. Topics for Discussion

1. Fire Station 2 Project Update

2. Discuss Council Organization

3. Schedule Council/Staff Strategic Planning Session(s)

3. Topics for Future Discussion

4. Mayor/Council/Staff Input

5. Adjournment

CC Work Session **2. 1.**

Meeting Date: 01/13/2015

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Fire Station 2 Project Update

Purpose/Background:

PURPOSE

The purpose of this case is to update the Council on the City's initiative to construct a new Fire Station #2 (and to introduce this project to new Council members). The next step in this process is to consider letting bid (January 27).

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. Listed below is a detailed outline of the process previously undergone and projected for a new Fire Station #2.

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:*** this process is currently at this step. BKV Group has completed final design. BKV Group is completing official site plan review with the City now. BKV Group is completing bid documents now. The most recent budget estimates from BKV Group are as follows: Construction Costs: $3,180,000, Soft Costs: $578,000, Sub Total: $3,968,000 (about $228,500 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.

5. Bidding & Bid Award--($9,000)
The purpose of this stage is to bid and potentially award the proposed construction project to a general contractor. Staff would recommend the City Council have a policy discussion regarding this project before this step is completed. This would entail a review of the project budget and the proposed funding source (bonding). The outcome of said discussion would be consensus support for construction of a new Fire Station #2, or not. Bidding and bid award could be completed this spring (which would allow spring 2015 construction and occupancy in the spring of 2016).*Staff is recommending the City Council consider letting bid on this project January 27, 2015.*

6. Construction Administration ($34,000)
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.

Notification:

NA

Observations/Alternatives:

No action requested at this time. Staff will provide a brief presentation at the Council meeting:

Introduction/Process (Patrick Brama)
Ramsey Fire Service Model/Need for Fire Station #2 (Dean Kapler, Fire Chief)
Review of Final Design (Bruce Schwartzman, BKV Group)
Budget/Next Steps (Patrick Brama)

Funding Source:

Funding Source:
Short Term: Facilities Fund ($182,993 projected balance at year end).
Long Term: This work will be refunded via a reimbursement resolution and wrapped up within bonding for the entire project (capital improvement project general obligation bond would be utilized).

What about the bigger financial picture?
Considering the bigger picture, the proposed project will have a TOTAL price tag of about $4.16M (including all soft costs and debt issuance costs). Staff estimates the annual debt service to be about $285,000 for 20 years. As previously discussed with the Council, debt service for Fire Station #1 will be retired after 2016. The City pays about $140,000 annually for debt service on Fire Station #1. Therefore, if Fire Station #2 was constructed, and Fire Station #1 was paid off, the NET increased annual cost to the City would be about $145,000. Below are other factors to consider:

- If Fire Station #2 is constructed in 2015, debt service would begin in 2016 (which would overlap with the last year of debt service payments for Fire Station #1). As a result, if this scenario played out, Staff would

recommend capitalizing interest in 2016, and beginning bond payments in 2016 for Fire Station #2. Attached is an example $4.16M bond run with capitalized interest in year one; and projected capital outlays for the next three years.

- One major unknown is the sale and development of the old municipal center site. Previously, Staff received direction from the Council to pledge proceeds from the sale of the old municipal center site to Fire Station #2. Based on a number of factors, staff would estimate net proceeds from the sale of the old municipal center site to range from $100,000 to $300,000 (depending on various circumstances, may be much higher). Land proceeds would come into play after permanent financing was in place for the entire project.

Recommendation:

NA

Action:

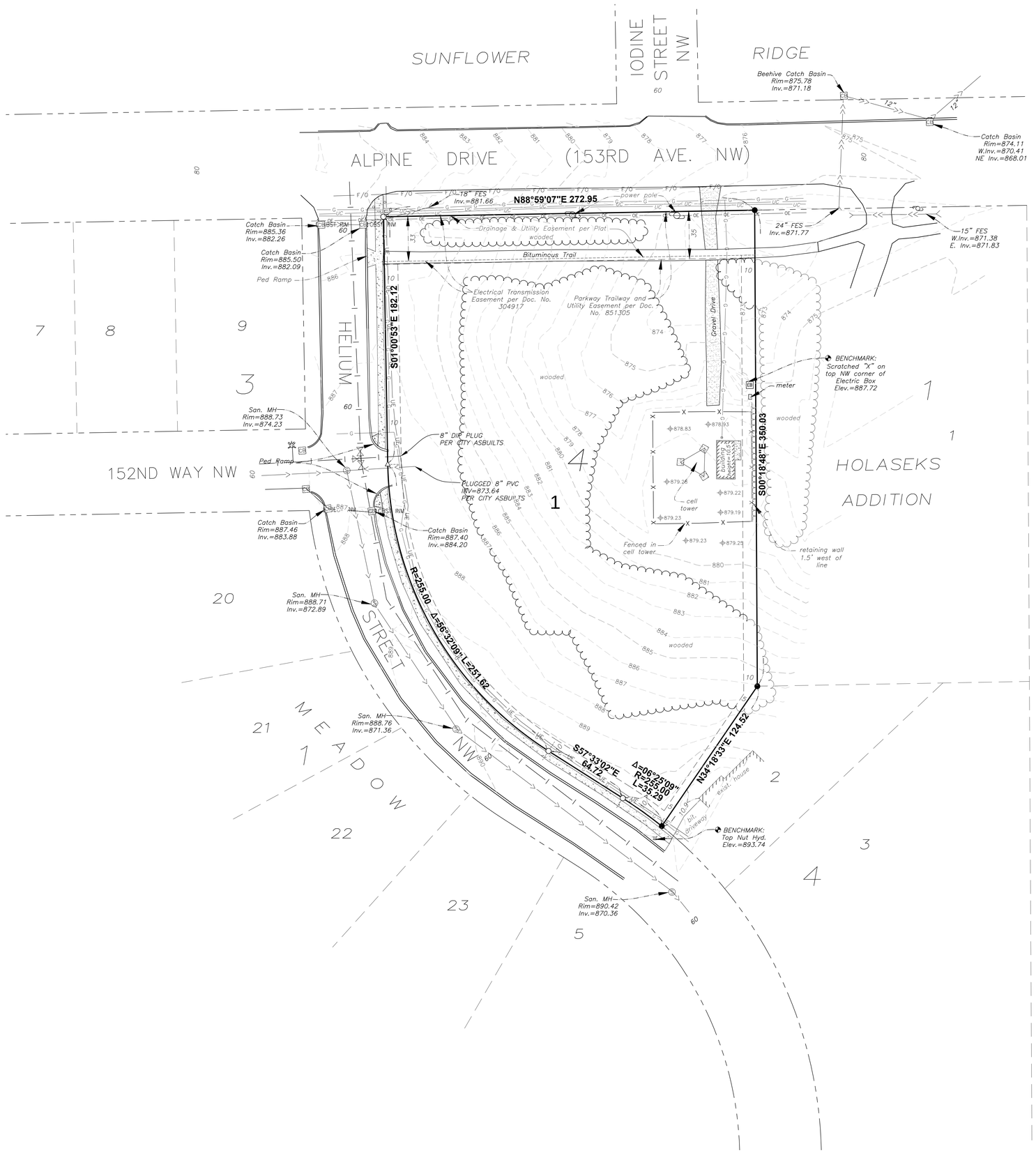
No action requested. General comments and discussion welcomed.

Attachments

Final Design
Project Timeline
Fire Station Concept Plans
Visual
Ref Map 5650 Alpine
Comparison Overview
Mock Bond Run
Project Budget
Space Needs Analysis
Preliminary Design
10082013 CCWS Case
10082013 CCWS Minutes
11262013 CCRS Consent Case
08112014 CCRS Case
08112014 CCRS Minutes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/08/2015 10:36 AM
Patrick Brama	Jason Fredrickson	01/08/2015 03:40 PM
Kurt Ulrich	Kurt Ulrich	01/08/2015 05:01 PM
Form Started By: Patrick Brama		Started On: 01/06/2015 04:14 PM
Final Approval Date: 01/08/2015		



PROPERTY DESCRIPTION

Lot 1, Block 4, MEADOW, according to the record plat thereof.

TOTAL AREA = 2.35 ACRES

GENERAL NOTES

1. EXISTING CONDITIONS HAVE BEEN PROVIDED BY WENCK ASSOCIATES RECEIVED SEPTEMBER 8, 2014. ALL EXISTING FEATURES SHOWN SHALL BE FIELD VERIFIED BY CONTRACTOR.

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

LEGEND

- SET IRON MONUMENT
- FOUND IRON MONUMENT
- SET "PK" NAIL
- SANITARY SEWER MANHOLE
- STORM SEWER INLET
- HYDRANT
- WATER GATE VALVE
- ELECTRICAL PEDESTAL
- BENCHMARK
- 879.25 EXISTING SPOT ELEVATION
- FENCE LINE
- RETAINING WALL
- STORM SEWER
- SANITARY SEWER
- UNDERGROUND GAS
- UNDERGROUND CABLE
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND FIBER OPTIC
- RIGHT-OF-WAY LINE
- EXISTING EASEMENT LINE
- SURVEYED PROP. LINE/PLAT BOUNDARY
- CONCRETE SURFACE
- ASPHALT SURFACE
- GRAVEL SURFACE
- BUILDING

N

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GRAPHIC SCALE IN FEET

PLOTTED: 11/3/2014 9:38:03 AM

BKVTB-30x42

BKV GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

Boarman Kroos Vogel Group Inc.

222 North Second Street
Minneapolis MN 55401
Telephone: 612-339-3752
Facsimile: 612-339-6212
www.bkvgroup.com

Wenck
Engineers • Scientists
Business Professionals

ISSUANCE

PROJECT TITLE

RAMSEY
FIRE STATION

PRELIMINARY
NOT
FOR
CONSTRUCTION

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

11/03/2014
Jared T Ward — Date

48677
License Number

REVISION	DATE

WENCK JOB NO	1634-07
DATE	11-04-2014
DRAWN BY	KDK
CHECKED BY	JTW
COMMISSION NO.	1953.01

SHEET TITLE

EXISTING
CONDITIONS

SHEET NUMBER

C101

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GENERAL NOTES

1. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO ANY REMOVAL WORK.
2. THE RELOCATION AND OR PROTECTION OF ALL EXISTING UTILITIES MUST BE COORDINATED BY THE CONTRACTOR AND ANY COSTS FOR SUCH WORK SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR EXTRA TIME AND EFFORT OF PROVISIONS NECESSARY TO WORK AROUND OR UNDER ANY UTILITIES.
3. SAWCUT CONCRETE SIDEWALK AND CURB AND GUTTER AT NEAREST JOINT.
4. SAWCUT BITUMINOUS FULL DEPTH AT REMOVAL LIMITS. PROVIDE STABLE AND VERTICAL SURFACE FOR THE PROPOSED PAVEMENT INTERFACE.
5. CAREFULLY REMOVE AND STOCK PILE EXISTING AGGREGATE BASE MATERIAL, FOR RE-USE BY PAVING CONTRACTOR.
6. MAINTAIN ACCESS TO EXISTING BUILDING & PARKING LOT DURING CONSTRUCTION. PROVIDE TEMPORARY SIGNAGE AND BARRICADES AS NECESSARY

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CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

LEGEND

- SET IRON MONUMENT
- FOUND IRON MONUMENT
- SET "PK" NAIL
- SANITARY SEWER MANHOLE
- STORM SEWER INLET
- HYDRANT
- WATER GATE VALVE
- ELECTRICAL PEDESTAL
- BENCHMARK
- 879.25 EXISTING SPOT ELEVATION
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- EXISTING EASEMENT LINE
- SURVEYED PROP. LINE/PLAT BOUNDARY
- CONCRETE SURFACE
- ASPHALT SURFACE
- GRAVEL SURFACE
- BUILDING

- SAW CUT LINE
- REMOVE CONCRETE CURB AND GUTTER
- REMOVE BITUMINOUS PAVEMENT
- REMOVE GRAVEL DRIVE
- CLEAR AND GRUB

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GRAPHIC SCALE IN FEET

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Boarman Kroos Vogel Group Inc.

222 North Second Street
Minneapolis MN 55401
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www.bkvgroup.com

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ISSUANCE

PROJECT TITLE

RAMSEY
FIRE STATION

PRELIMINARY
NOT
FOR
CONSTRUCTION

CERTIFICATION
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

11/03/2014
Jared T Ward Date

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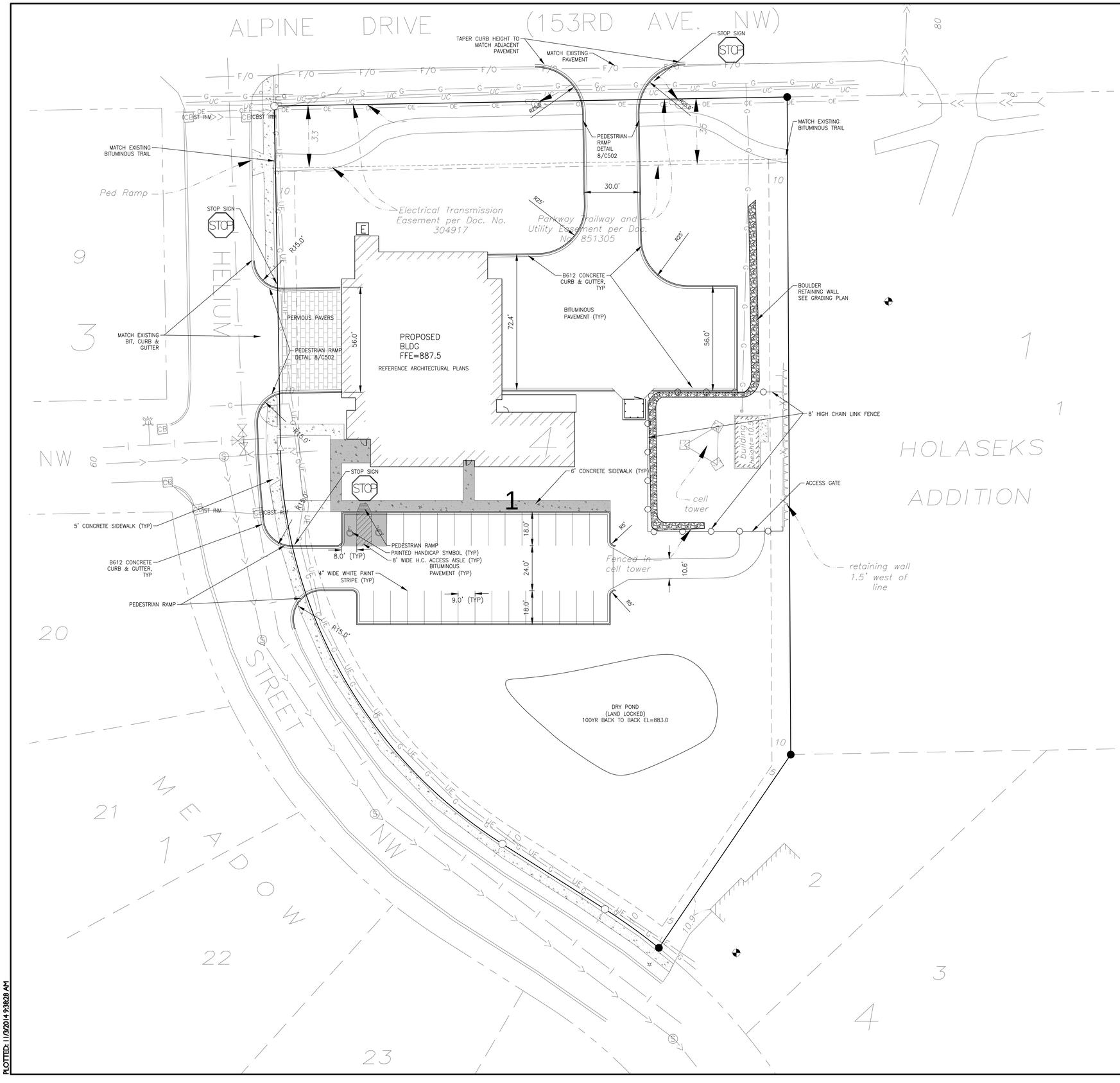
SHEET TITLE

REMOVAL
AND
DEMOLITION
PLAN

SHEET NUMBER

C102

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PROPERTY DESCRIPTION

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TOTAL AREA = 2.35 ACRES

GENERAL NOTES

1. EXISTING CONDITIONS HAVE BEEN PROVIDED BY WENCK ASSOCIATES RECEIVED SEPTEMBER 8, 2014. ALL EXISTING FEATURES SHOWN SHALL BE FIELD VERIFIED BY CONTRACTOR.
2. ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
3. BUILDING DIMENSIONS ARE APPROXIMATE. REFER TO BUILDING & FLOOR PLANS FOR EXACT DIMENSIONS.
4. EXISTING SIDEWALK SECTIONS IS APPROXIMATELY 4" CONCRETE AND 4" AGGREGATE BASE CLASS 5.
5. ADA ACCESS: PARKING, ACCESS AISLES & STOOPS SHALL HAVE A 2% MAX SLOPE EACH WAY.
   ALL OTHER AREAS SHALL HAVE A MAXIMUM 5% RUNNING SLOPE AND MAX 2% CROSS SLOPE

ADA ACCESS:
PARKING, ACCESS AISLES, LANDINGS & STOOPS SHALL HAVE A 2% MAX SLOPE EACH WAY.
ALL OTHER AREAS SHALL HAVE A MAXIMUM 5% RUNNING SLOPE AND MAX 2% CROSS SLOPE.

6. ALL SIGNS SHALL BE ALUMINUM. ALL STOP SIGNS SHALL BE 24" UNLESS NOTED OTHERWISE.

PROPOSED PARKING STALLS:
H.C.= 2
STANDARD = 28
TOTAL = 30

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CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

LEGEND

- SET IRON MONUMENT
- FOUND IRON MONUMENT
- SET "PK" NAIL
- SANITARY SEWER MANHOLE
- STORM SEWER INLET
- HYDRANT
- WATER GATE VALVE
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- CONCRETE SURFACE
- ASPHALT SURFACE
- GRAVEL SURFACE
- BUILDING
- PROPERTY LINE
- EASEMENT LINE
- SETBACK LINE
- CONCRETE SIDEWALK
- CONCRETE CURB AND GUTTER
- BACK OF CURB
- STOP SIGN

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GRAPHIC SCALE IN FEET

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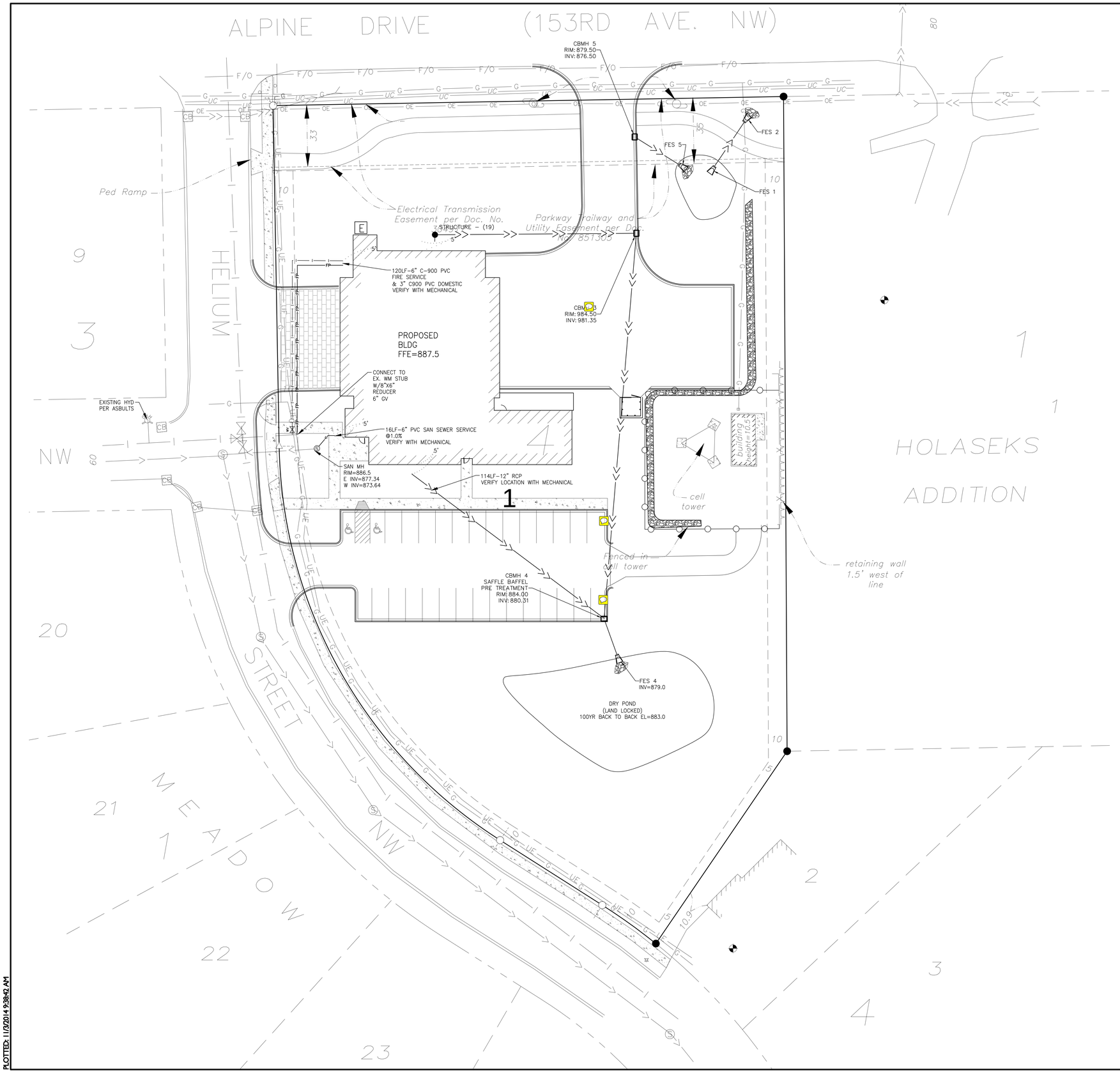
SHEET TITLE

CIVIL
SITE
PLAN

SHEET NUMBER

C103

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GENERAL NOTES

1. LOCATION OF EXISTING UTILITIES ARE SHOWN APPROXIMATE AND SHALL BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION.
2. ALL WATERMAIN/WATER SERVICES SHALL BE PVC C-900, UNLESS NOTED OTHERWISE, AND INSTALLED WITH TRACER WIRE.
3. MINIMUM COVER FOR WATERMAIN SHALL BE 7.5 FEET. MINIMUM COVER FOR SANITARY SEWER SHALL BE 7 FEET. IF SERVICES ARE LESS THAN REQUIRED DEPTH, PROVIDE 4" INSULATION OVER SERVICE.
4. HORIZONTAL SEPARATION BETWEEN SANITARY SEWER/SERVICE AND WATERMAIN/WATER SERVICE SHALL BE 10 FEET MINIMUM. PROVIDE 24 INCH VERTICAL SEPARATION AND INSULATION AT CROSSINGS.
5. UTILITIES REQUIRE BEDDING PER DETAIL 3/C502. GRANULAR BEDDING SHALL BE COMPACTED AS NOTED ON SHEET C301.
6. PROVIDE THRUST BLOCKING FOR WATERMAIN/WATER SERVICES PER DETAIL 10/C501.

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- EASEMENT LINE
- SETBACK LINE
- SANITARY SEWER SERVICE
- WATERMAIN SERVICE
- FIRE PROTECTION SERVICE
- GATE VALVE
- SANITARY MANHOLE

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GRAPHIC SCALE IN FEET

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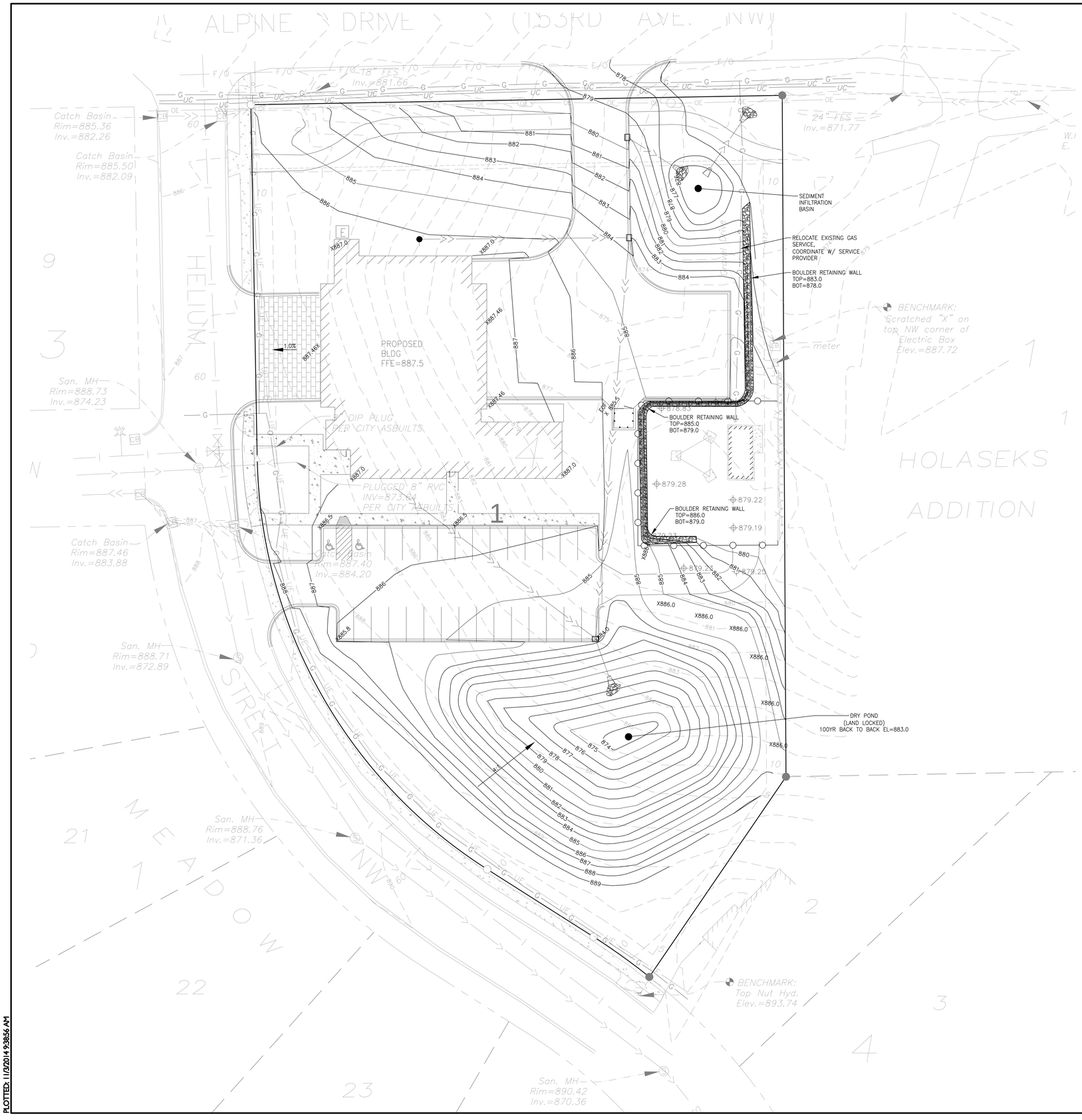
SHEET TITLE

UTILITY PLAN

SHEET NUMBER

C201

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GRADING NOTES

1. TOPSOIL SHALL BE PLACED TO A MINIMUM OF 4" DEPTH OVER ALL DISTURBED AREAS, SHOWN TO BE TURF OR LANDSCAPED.
2. THE SITE HAS NOT NECESSARILY BEEN DESIGNED TO BALANCE THE ON-SITE MATERIALS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE IMPORT/EXPORT OF SOIL AS NECESSARY TO ACHIEVE THE FINAL GRADE SHOWN ON THE DRAWINGS.
3. CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDING FOR ALL NATURAL AND PAVED AREAS.
4. THE EXISTING TOPSOIL ON SITE VARIES IN DEPTH. IT IS THE CONTRACTOR'S RESPONSIBILITY THAT ALL SURFACE VEGETATION AND ANY TOPSOIL OR OTHER LOOSE, SOFT OR OTHERWISE UNSUITABLE MATERIAL BE REMOVED FROM THE IMPERVIOUS AREAS PRIOR TO PLACEMENT OF ANY FILL.
5. ALL SOILS TESTING SHALL BE COMPLETED BY THE OWNER'S GEOTECHNICAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER.
6. CONTRACTOR IS RESPONSIBLE FOR GRADING/COMPACTION RECOMMENDATIONS PER GEOTECHNICAL EVALUATION REPORT DATED SEPT 7, 2011 INCLUDING:
   A. COMPACT BACKFILL, FILL AND SUBGRADE TO RELATIVE COMPACTION (ASTM D 698) AS FOLLOWS:
      1) BELOW FOUNDATIONS – 98% STANDARD PROCTOR
      2) BELOW SLABS – 95% STANDARD PROCTOR
      3) BELOW PAVEMENTS, WITHIN 3 FEET OF SUBGRADE ELEVATIONS – 100% STANDARD PROCTOR
      4) BELOW PAVEMENTS, MORE THAN 3 FEET BELOW SUBGRADE ELEVATIONS – 95% STANDARD PROCTOR
      5) BELOW LANDSCAPE SURFACES – 90% STANDARD PROCTOR
   B. COMPACT BACKFILL, FILL AND SUBGRADE TO WITHIN ±3% OF OPTIMUM MOISTURE FOR SANDS AND WITHIN −1% TO +3% OF OPTIMUM MOISTURE FOR SILTY/CLAYEY SOILS.
   C. BACKFILL AND FILL SHALL BE SPREAD IN LOOSE LIFTS OF 8 INCHES. (MAX)
7. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SHALL BE COMPLETED AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER. EMBANKMENT MATERIAL PLACED IN THE BUILDING PAD AREA AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER.
8. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.
9. CONTRACTOR SHALL ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE ALONG MATCHING PAVEMENT AREA, OR OTHER SURFACES.
10. THE CONTRACTOR SHALL PROVIDE DE-WATERING MEASURES AS REQUIRED OR AS DIRECTED BY THE GEOTECHNICAL ENGINEER.

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TOLL FREE 1-800-252-1166

LEGEND

- PROPERTY LINE
- EASEMENT LINE
- SETBACK LINE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- DELINEATED WETLAND BOUNDARY
- APPROXIMATE EDGE OF TREES
- EXISTING STORM SEWER
- UNDERGROUND GAS
- UNDERGROUND FIBER OPTIC
- UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- EXISTING SANITARY SEWER
- EXISTING FORCEMAIN
- EXISTING WATERMAIN
- CATCH BASIN
- GATE VALVE
- HYDRANT
- MANHOLE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR

GRADING SUMMARY

CUT = 3,554 CY
FILL = 9,462 CY
HOLD DOWN = 1,000 CY
NET FILL = 4,908 CY (BORROW)

N

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GRAPHIC SCALE IN FEET

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BKVTB-30x42

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Facsimile: 612-339-6212
www.bkvgroup.com

Wenck
Engineers • Scientists
Business Professionals

ISSUANCE

PROJECT TITLE

RAMSEY
FIRE STATION

PRELIMINARY
NOT
FOR
CONSTRUCTION

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

11/03/2014
Jared T Ward — Date

48677
License Number

REVISION	DATE

WENCK JOB NO	1634-07
DATE	11-04-2014
DRAWN BY	KDK
CHECKED BY	JTW
COMMISSION NO.	1953.01

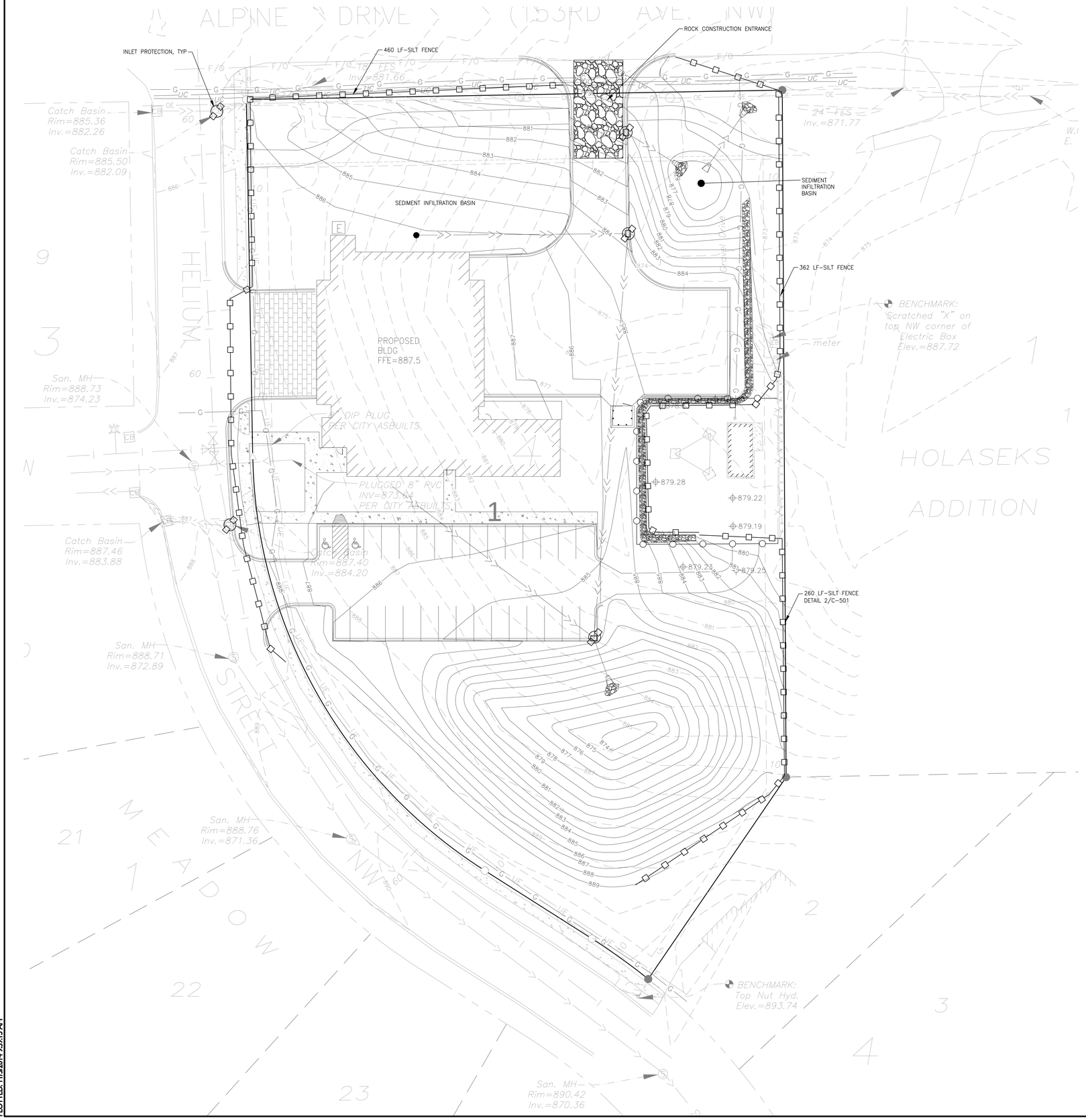
SHEET TITLE

PRELIMINARY
SITE GRADING
PLAN

SHEET NUMBER

C301

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GRADING NOTES

1. TOPSOIL SHALL BE PLACED TO A MINIMUM OF 4" DEPTH OVER ALL DISTURBED AREAS, SHOWN TO BE TURF OR LANDSCAPED.
2. THE SITE HAS NOT NECESSARILY BEEN DESIGNED TO BALANCE THE ON-SITE MATERIALS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE IMPORT/EXPORT OF SOIL AS NECESSARY TO ACHIEVE THE FINAL GRADE SHOWN ON THE DRAWINGS.
3. CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDING FOR ALL NATURAL AND PAVED AREAS.
4. THE EXISTING TOPSOIL ON SITE VARIES IN DEPTH. IT IS THE CONTRACTOR'S RESPONSIBILITY THAT ALL SURFACE VEGETATION AND ANY TOPSOIL OR OTHER LOOSE, SOFT OR OTHERWISE UNSUITABLE MATERIAL BE REMOVED FROM THE IMPERVIOUS AREAS PRIOR TO PLACEMENT OF ANY FILL.
5. ALL SOILS TESTING SHALL BE COMPLETED BY THE OWNER'S GEOTECHNICAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER.
6. CONTRACTOR IS RESPONSIBLE FOR GRADING/COMPACTION RECOMMENDATIONS PER GEOTECHNICAL EVALUATION REPORT DATED SEPT 7, 2011 INCLUDING:
   A. COMPACT BACKFILL, FILL AND SUBGRADE TO RELATIVE COMPACTION (ASTM D 698) AS FOLLOWS:
      1) BELOW FOUNDATIONS – 98% STANDARD PROCTOR
      2) BELOW SLABS – 95% STANDARD PROCTOR
      3) BELOW PAVEMENTS, WITHIN 3 FEET OF SUBGRADE ELEVATIONS – 100% STANDARD PROCTOR
      4) BELOW PAVEMENTS, MORE THAN 3 FEET BELOW SUBGRADE ELEVATIONS – 95% STANDARD PROCTOR
      5) BELOW LANDSCAPE SURFACES – 90% STANDARD PROCTOR
   B. COMPACT BACKFILL, FILL AND SUBGRADE TO WITHIN ±3% OF OPTIMUM MOISTURE FOR SANDS AND WITHIN −1% TO +3% OF OPTIMUM MOISTURE FOR SILTY/CLAYEY SOILS.
   C. BACKFILL AND FILL SHALL BE SPREAD IN LOOSE LIFTS OF 8 INCHES. (MAX)
7. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SHALL BE COMPLETED AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER. EMBANKMENT MATERIAL PLACED IN THE BUILDING PAD AREA AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER.
8. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.
9. CONTRACTOR SHALL ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE ALONG MATCHING PAVEMENT AREA, OR OTHER SURFACES.
10. THE CONTRACTOR SHALL PROVIDE DE-WATERING MEASURES AS REQUIRED OR AS DIRECTED BY THE GEOTECHNICAL ENGINEER.

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

LEGEND

- PROPERTY LINE
- EASEMENT LINE
- SETBACK LINE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- DELINEATED WETLAND BOUNDARY
- APPROXIMATE EDGE OF TREES
- EXISTING STORM SEWER
- UNDERGROUND GAS
- UNDERGROUND FIBER OPTIC
- UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- EXISTING SANITARY SEWER
- EXISTING FORCEMAIN
- EXISTING WATERMAIN
- CATCH BASIN
- GATE VALVE
- HYDRANT
- MANHOLE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- SILT FENCE
- ROCK CONSTRUCTION ENTRANCE
- INLET PROTECTION
- BIO LOG EROSION CONTROL
- EROSION CONTROL BLANKET
- RIPRAP

N

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ISSUANCE

PROJECT TITLE

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CERTIFICATION

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Jared T Ward — Date 11/03/2014

License Number 49677

REVISION	DATE

WENCK JOB NO	1634-07
DATE	11-04-2014
DRAWN BY	KDK
CHECKED BY	JTW
COMMISSION NO.	1953.01

SHEET TITLE

EROSION &
SEDIMENT
CONTROL PLAN

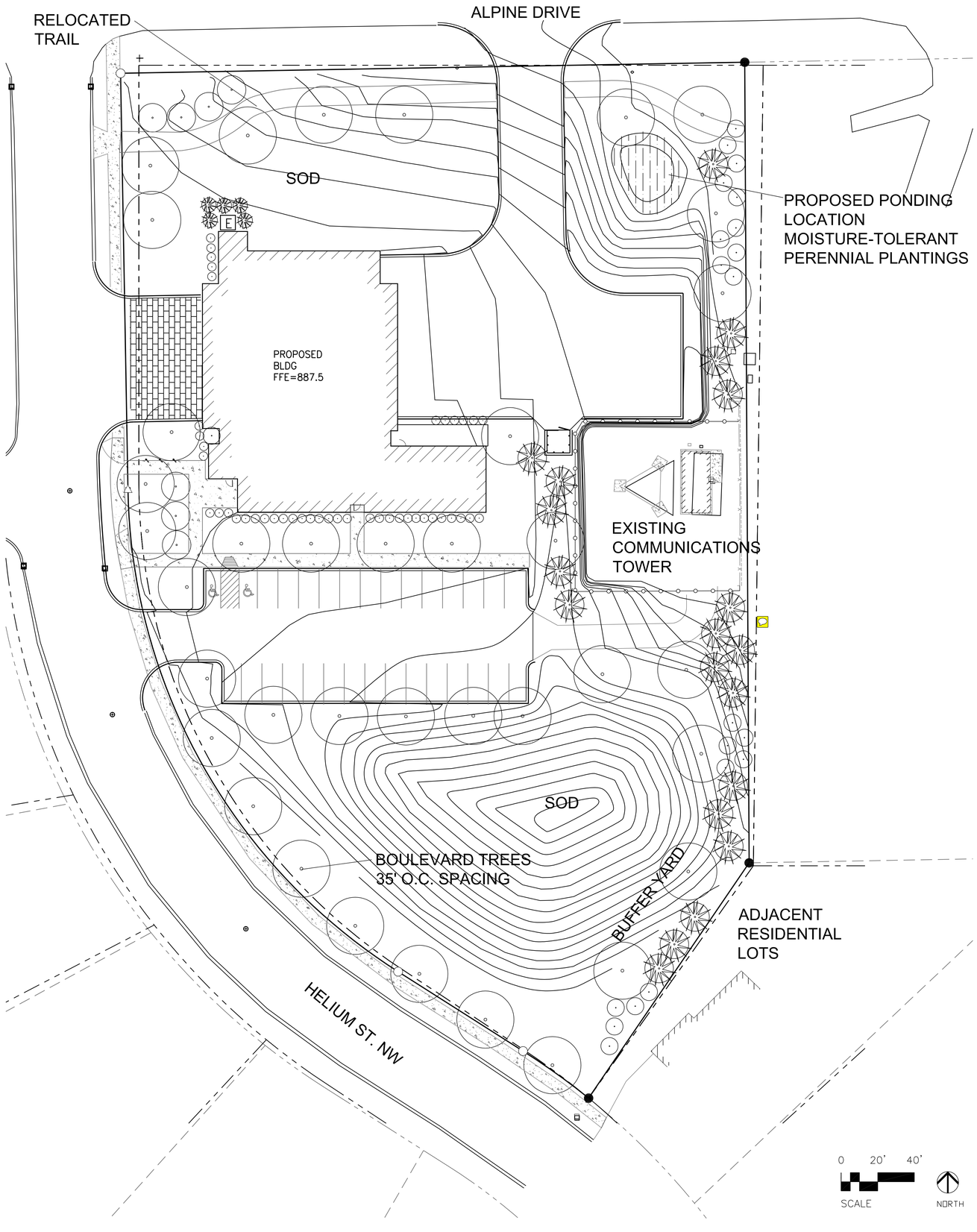
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1 L100 LANDSCAPE PLAN

LANDSCAPE REQUIREMENTS

LOT SIZE AREA = 102,213 SF
LOT STREET FRONTAGE = 807 LF
BUFFER YARD LENGTH = 470 LF
TOTAL LOT PERIMETER LENGTH = 1,277 LF
BUILDING AREA = 10,230 SF

DECIDUOUS/CONIFEROUS TREES REQUIRED: (1 PER 50 LF OF PERIMETER)
DECIDUOUS/CONIFEROUS SHRUBS REQUIRED: (1 PER 30 LF OF PERIMETER)

PERIMETER TYPE	LENGTH	BASE REQ.	BUFFER YARD 25% INCREASE	TOTAL
STREET FRONTAGE	807 LF	17 TREES	NA	17 TREES
BUFFER YARD FRONTAGE	470 LF	10 TREES	3 TREES	13 TREES
STREET FRONTAGE	807 LF	27 SHRUBS	NA	27 SHRUBS
BUFFER YARD FRONTAGE	470 LF	16 SHRUBS	4 SHRUBS	20 SHRUBS

BOULEVARD TREES SPACED AT 35' ON CENTER, OUT OF R.O.W.

PARKING LOT TREES REQUIRED: 1 PER 10 SPACES WITH 162 SF OF SOIL MIN. PER TREE.

ALL PLANTINGS WILL BE IRRIGATED WITH AN UNDERGROUND AUTOMATED IRRIGATION SYSTEM INSTALLED AS PART OF THIS SCOPE OF WORK.

PROPOSED PLANT SCHEDULE - DD

QTY.	SYM	COMMON NAME	SCIENTIFIC NAME	SIZE	TYPE	SPACING
DECIDUOUS CANOPY TREES						
X	A	PRINCETON ELM	Ulmus americana 'Princeton'	2.5" CAL.	B&B	PLANT PER PLAN
X	B	SWAMP WHITE OAK	Quercus bicolor	2.5" CAL.	B&B	PLANT PER PLAN
X	C	BOULEVARD LINDEN	Tilia Americana "Boulevard'	2.5" CAL.	B&B	PLANT PER PLAN
X	D	RIVER BIRCH	Bedula nigra	2.5" CAL.	B&B	PLANT PER PLAN
X	E	FALL FIESTA SUGAR MAPLE	Acer saccharum 'Bailsta'	2.5" CAL.	B&B	PLANT PER PLAN
CONIFEROUS TREES						
X	F	NORWAY SPRUCE	Picea abies	6' TALL	B&B	PLANT PER PLAN
X	G	WHITE PINE	Pinus strobus	6' TALL	B&B	PLANT PER PLAN
ORNAMENTAL TREES						
X	F	HARVEST GOLD CRAB	Malus 'Hargozam'	1.5" CAL.	B&B	PLANT PER PLAN
X	G	DAKOTA PINNACLE BIRCH	Betula platyphylla 'Fargo'	1.5" CAL.	B&B	PLANT PER PLAN
X	H	THORNLESS HAWTHORN	Crataegus crus-galli var. inermis	1.5" CAL.	B&B	PLANT PER PLAN
SHRUBS - DECIDUOUS						
X	I	SMOOTH SUMAC	Rhus glabra	#5	CONT.	PLANT PER PLAN
X	J	FRAGRANT SUMAC	Rhus aromatica	#5	CONT.	PLANT PER PLAN
X	K	BUTTERFLY BUSH HONEYSUCKLE	Diervilla sessifolia 'Butterfly'	#5	CONT.	PLANT PER PLAN
X	L	LACE SHRUB	Stephanandra incisa 'Crispa'	#5	CONT.	PLANT PER PLAN
X	M	SEM FALSESPIREA	Sorbaria sorbifolia 'Sem'	#5	CONT.	PLANT PER PLAN
SHRUBS - CONIFEROUS						
X	N	MANEY JUNIPER	Juniperus chinensis 'Maneyi'	#5	CONT.	PLANT PER PLAN
X	O	KING'S GOLD CHAMEACYPARIS	Chameacyparis pisifera 'KING'S GOLD'	#5	CONT.	PLANT PER PLAN
PERENNIALS / GRASSES / GROUNDCOVERS						
X	P	PRAIRIE DROPSEED	Sporobolus heterolepis	#1	CONT.	18" O.C.
X	Q	LITTLE BLUESTEM	Schichyrium scoparium	#1	CONT.	18" O.C.
X	R	SWITCHGRASS	Panicum virgatum	#1	CONT.	24" O.C.
X	S	LIATRIS	Liatris spicata	#1	CONT.	18" O.C.
X	T	PURPLE CONEFLOWER	Echinacea purpurea	#1	CONT.	18" O.C.
X	U	BLACKEYED SUSAN	Rudbeckia 'Goldsturm'	#1	CONT.	18" O.C.
X	V	DAYLILY BODACIOUS RETURNS	Hemerocallis 'Bodacious Returns'	#1	CONT.	12" O.C.

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CONSULTANTS

ISSUANCE
Design Development Meeting 3
11/05/2014

PROJECT TITLE
Ramsey Fire Station #2

KEY PLAN NORTH ARROW

CERTIFICATION
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional under the laws of the State of Minnesota.

License Number Date

REVISION	DATE

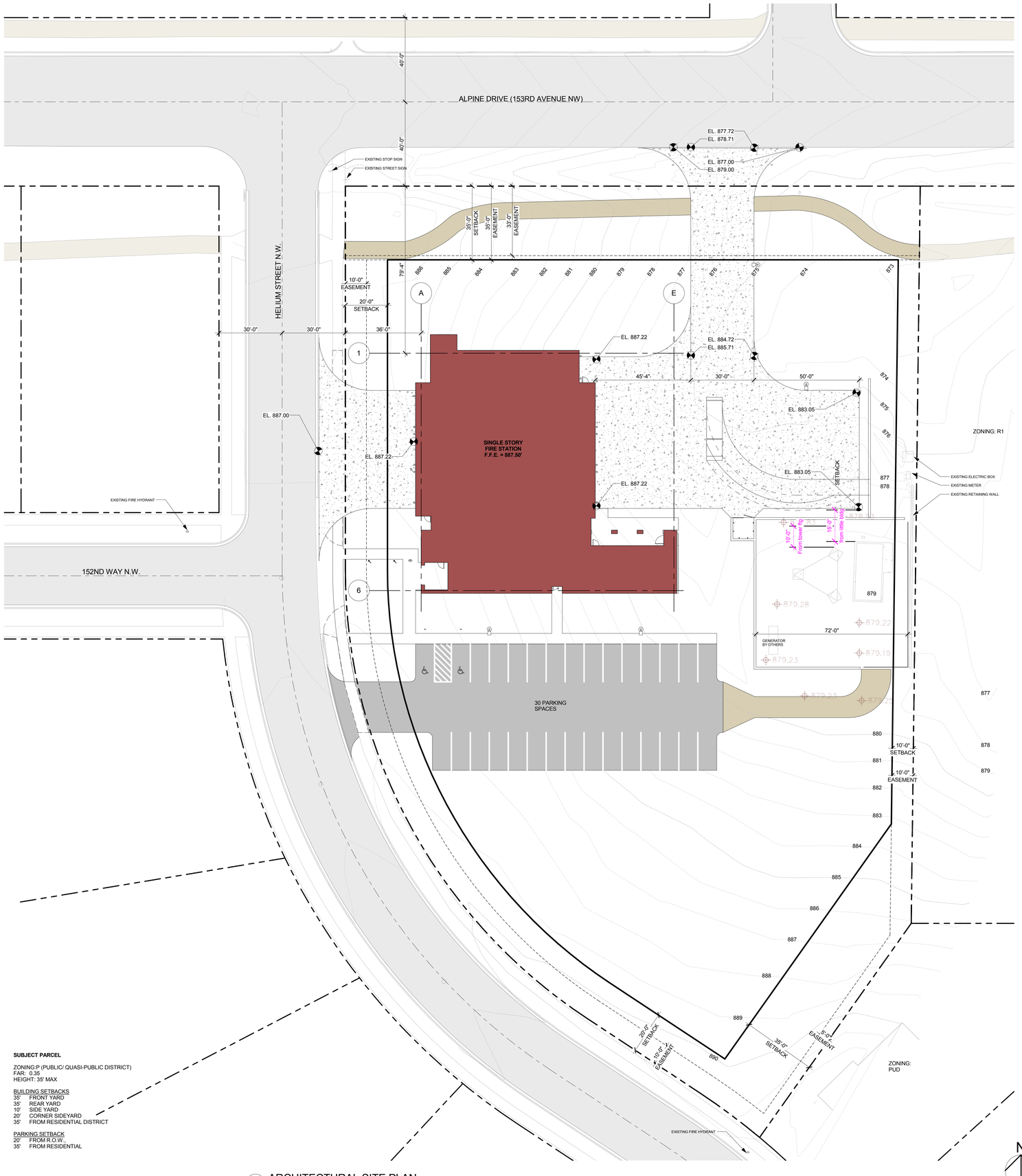
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COMMISSION NO.	1937.01

SHEET TITLE
LANDSCAPE PLAN

SHEET NUMBER
L100

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SUBJECT PARCEL

ZONING:P (PUBLIC/ QUASI-PUBLIC DISTRICT)
FAR: 0.35
HEIGHT: 35' MAX

BUILDING SETBACKS
35' FRONT YARD
35' REAR YARD
10' SIDE YARD
20' CORNER SIDEYARD
35' FROM RESIDENTIAL DISTRICT

PARKING SETBACK
20' FROM R.O.W.,
35' FROM RESIDENTIAL

1 / A010 ARCHITECTURAL SITE PLAN
1" = 20'-0"

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PROJECT TITLE

Ramsey Fire Station #2

KEY PLAN

ISSUE #	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

CERTIFICATION

DATE	09-30-2014
DRAWN BY	MMR
CHECKED BY	CLC
COMMISSION NUMBER	1937.01

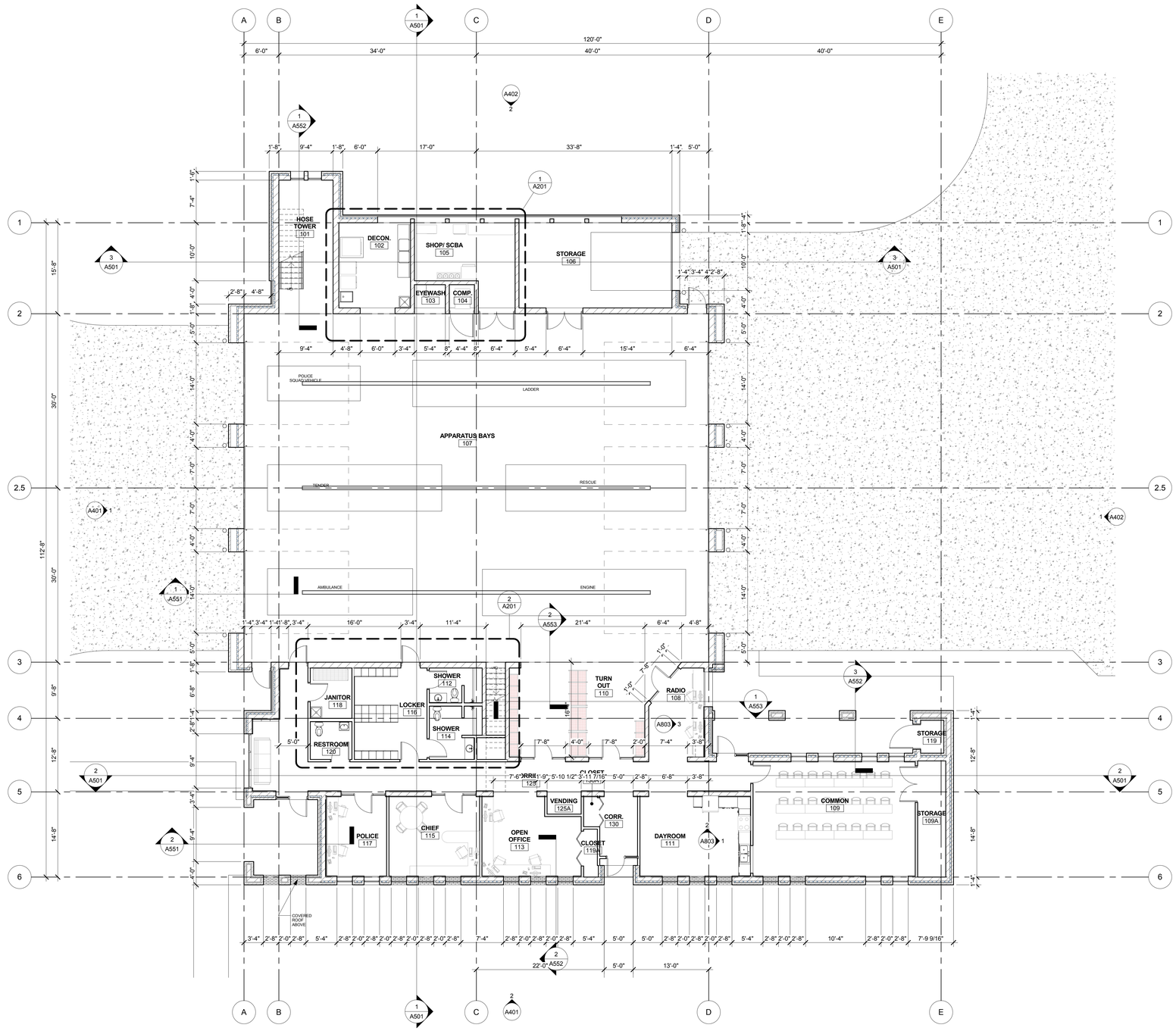
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SITE PLAN

SHEET NUMBER

A010

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1 A101 FIRST FLOOR PLAN
1/8" = 1'-0"

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PROJECT TITLE

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KEY PLAN

ISSUE #	DATE	DESCRIPTION

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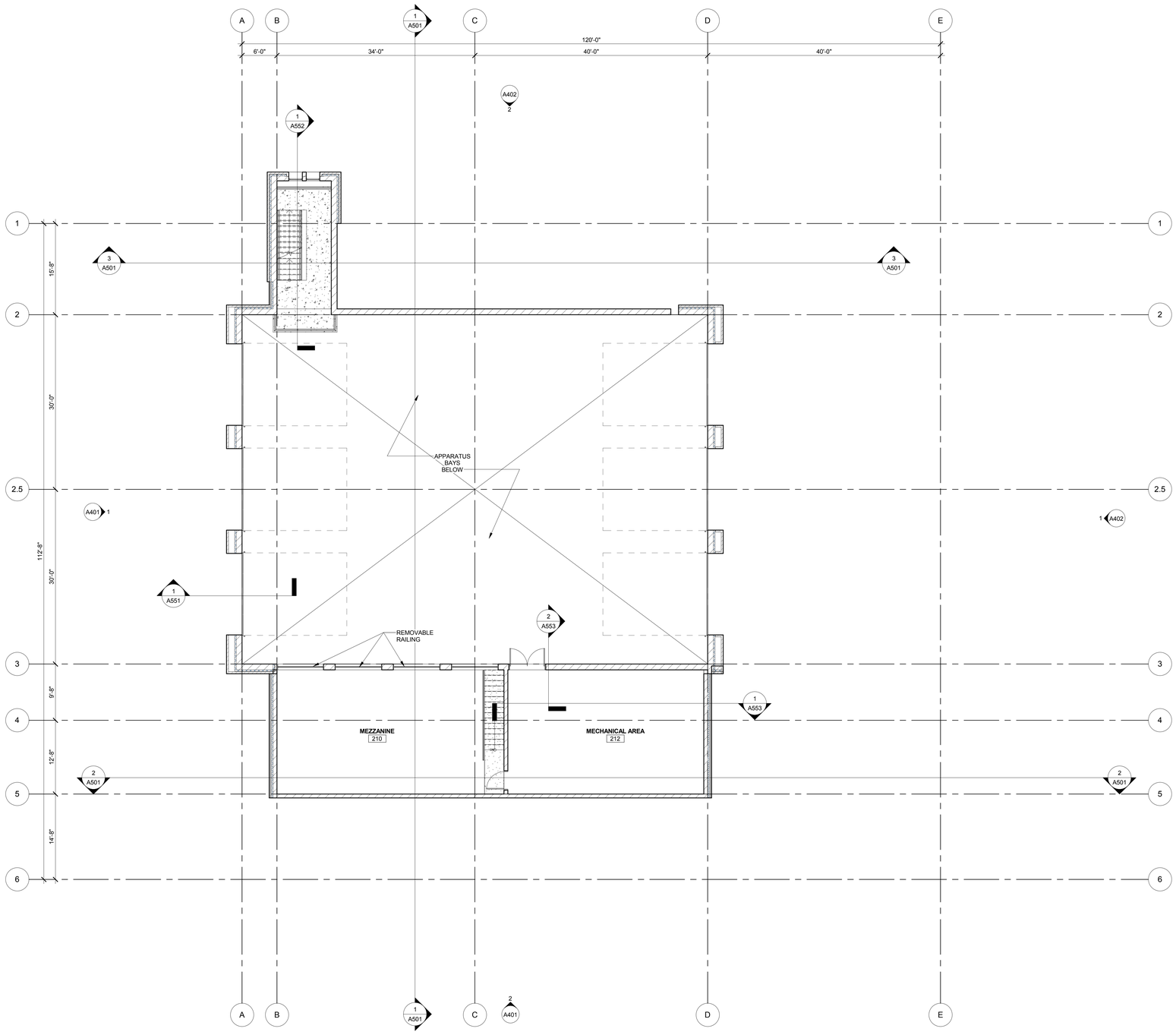
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FIRST FLOOR PLAN

SHEET NUMBER

A101

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1 A102 MEZZANINE PLAN
1/8" = 1'-0"

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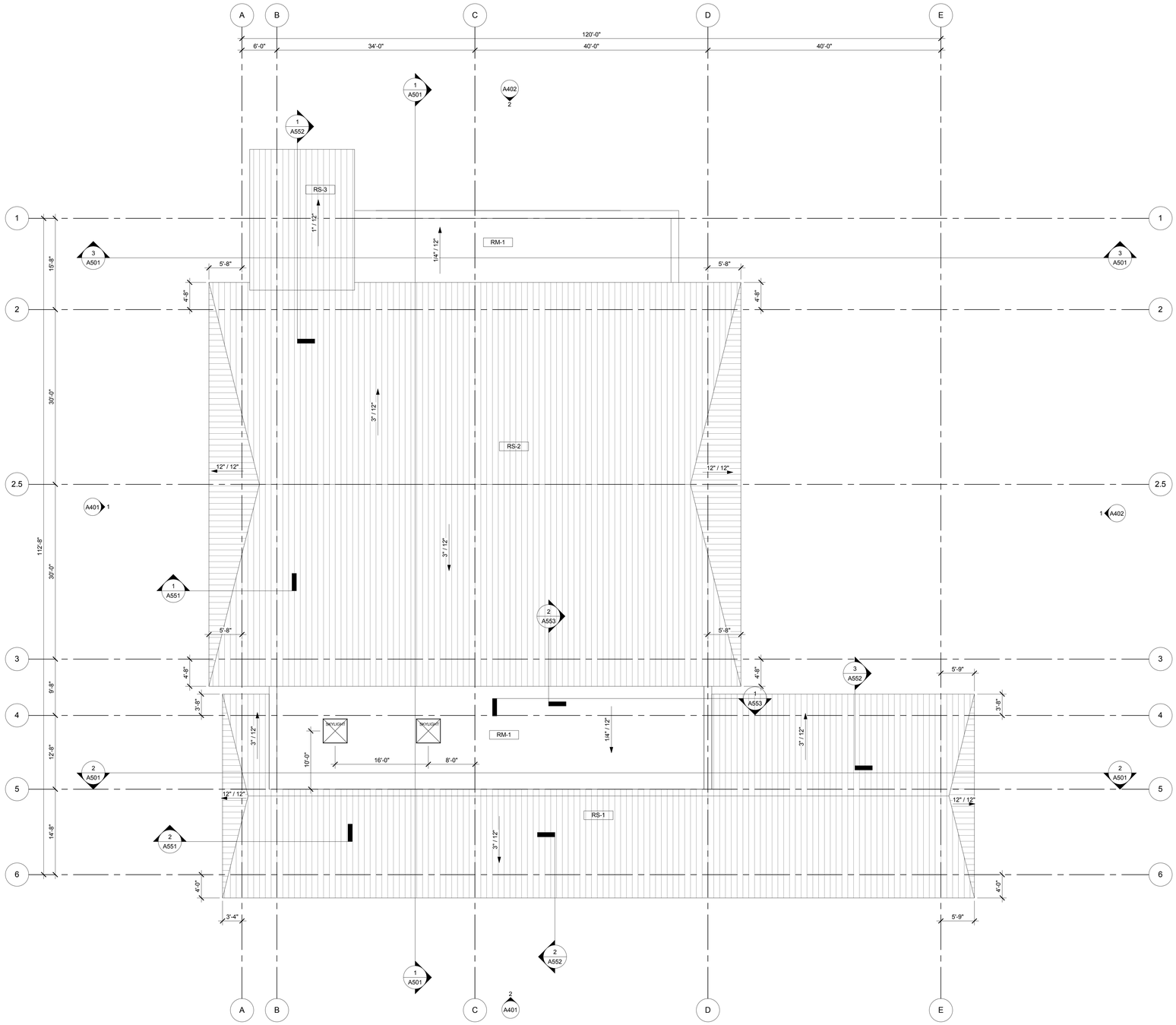
MEZZANINE PLAN

SHEET NUMBER

A102

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1 A103 ROOF PLAN
1/8" = 1'-0"

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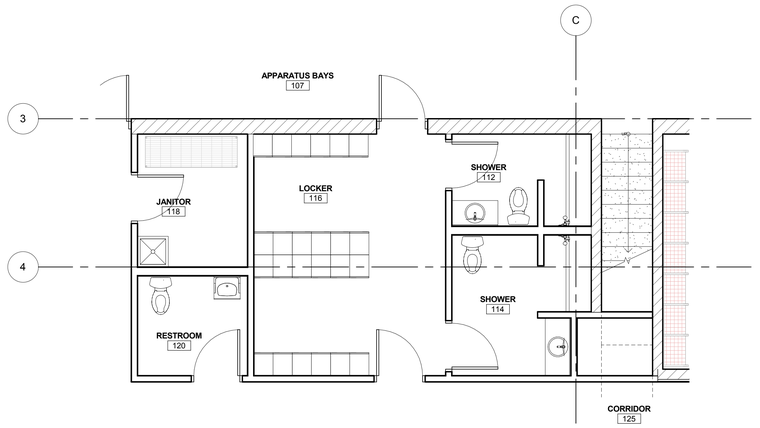
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ROOF PLAN

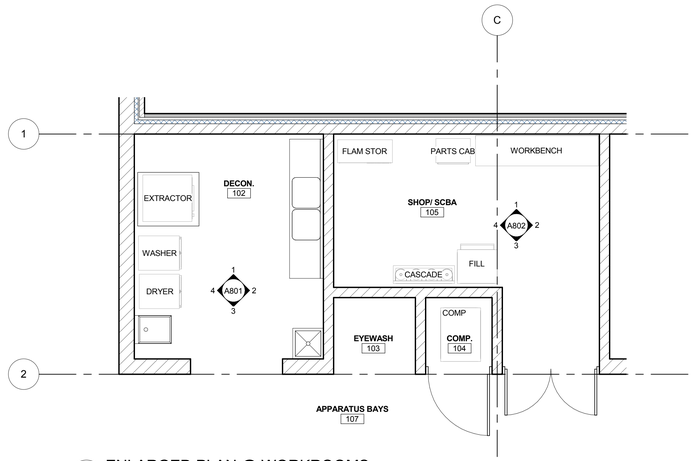
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2 A201 ENLARGED PLAN @ LOCKERS
1/4" = 1'-0"



1 A201 ENLARGED PLAN @ WORKROOMS
1/4" = 1'-0"

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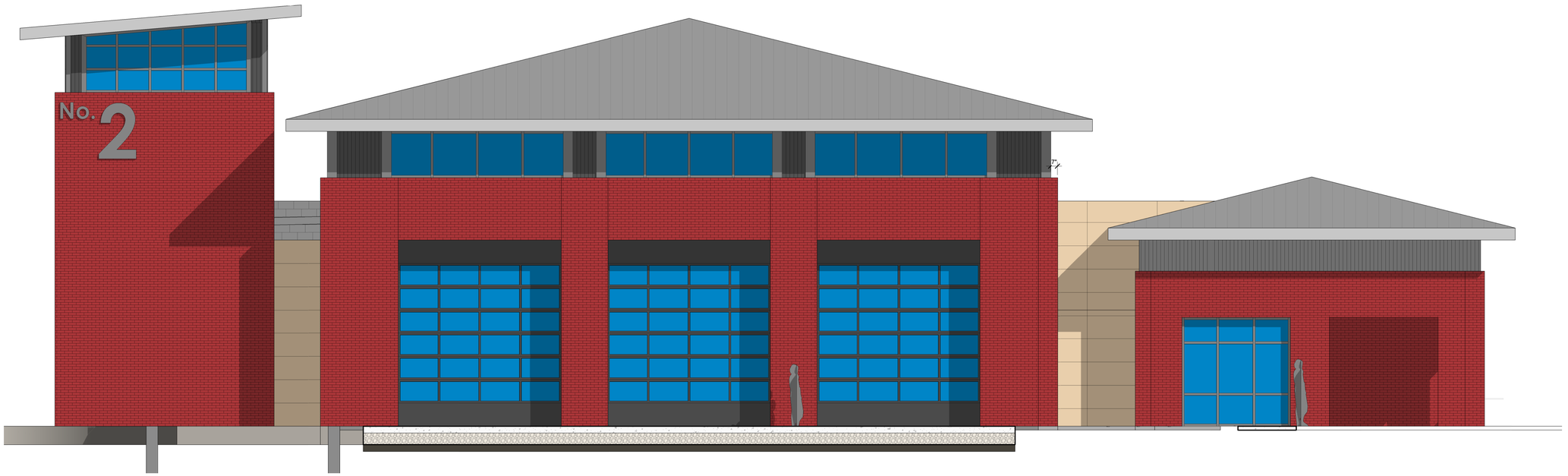
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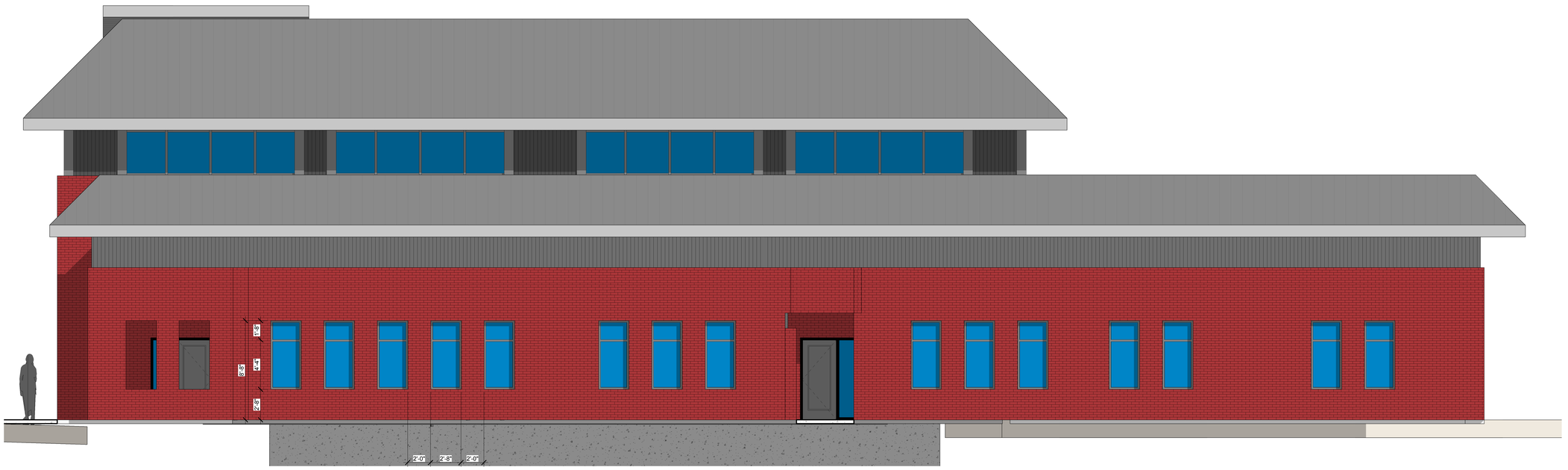
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1 A401 WEST ELEVATION
1/4" = 1'-0"



2 A401 SOUTH ELEVATION
1/4" = 1'-0"

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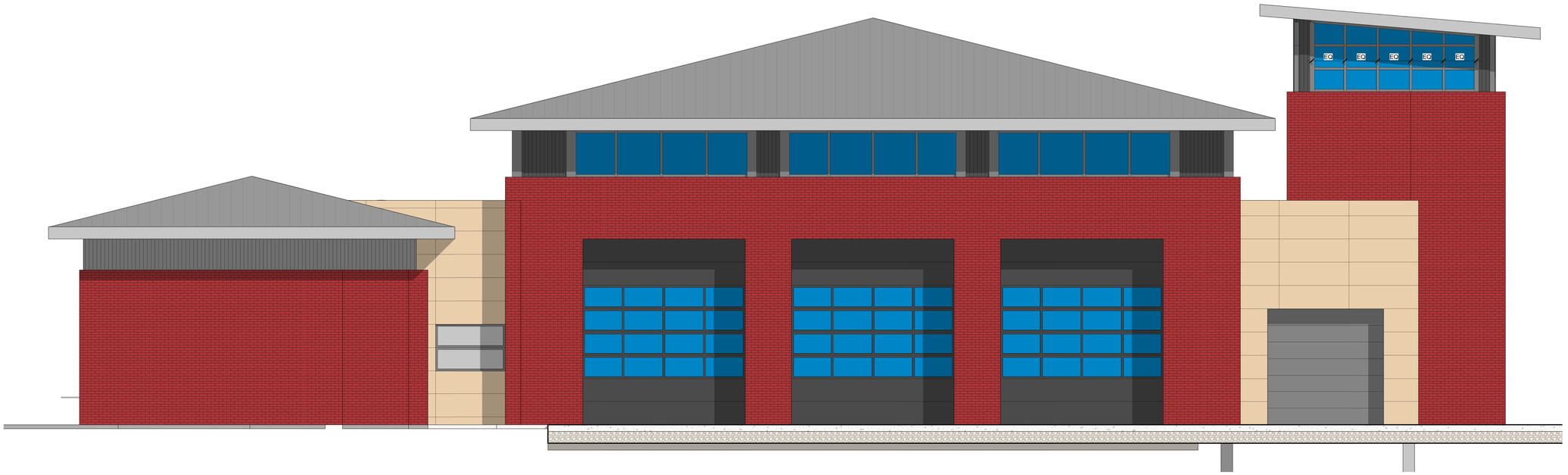
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ELEVATIONS

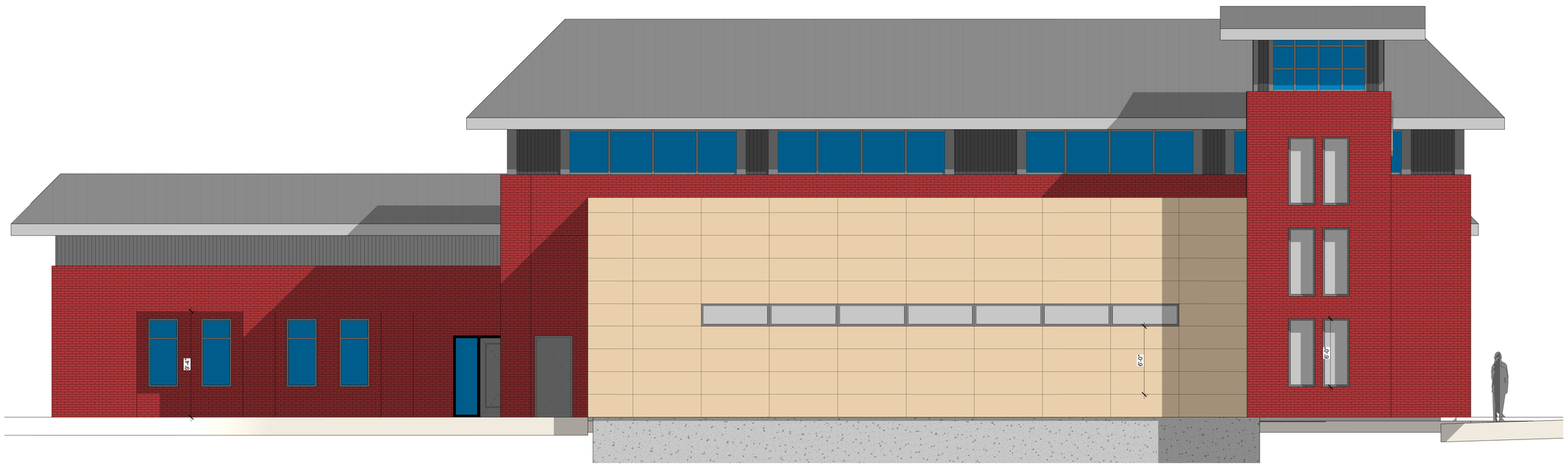
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1 A402 EAST ELEVATION
1/4" = 1'-0"



2 A402 NORTH ELEVATION
1/4" = 1'-0"

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ELEVATIONS

SHEET NUMBER

A402

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ELECTRICAL GENERAL NOTES

GENERAL

1. IN MECHANICAL EQUIPMENT ROOMS, CONDUIT FOR LIGHTING FIXTURES MAY BE RUN EXPOSED.
2. REFER TO ARCHITECTURAL ELEVATIONS AND REFLECTED CEILING PLAN FOR EXACT LOCATION OF LIGHTING FIXTURES AND DEVICES.
3. INTERRUPTING RATINGS NOTED IN SCHEDULES SHALL APPLY TO ENTIRE PANELBOARD AND/OR SWITCHBOARD. ALL EQUIPMENT COMPRISING PANELS AND/OR SWITCHBOARDS SHALL BE FULLY RATED FOR SHORT CIRCUIT CURRENT NOTED.
4. LETTER THUS: "A" - INDICATES TYPE OF LIGHTING FIXTURES. REFER TO LIGHTING FIXTURE TYPES AS NOTED ON THE LIGHTING FIXTURE SCHEDULE.
5. INSTALL 4-3/4" EMPTY CONDUITS FROM EVERY FLUSH MOUNTED PANELBOARD CABINET AND TERMINATE ABOVE SUSPENDED CEILING AREA FOR FUTURE USE.
6. PROVIDE ENGRAVED NAMEPLATES ON SWITCHBOARDS, PANELBOARDS,DISCONNECT SWITCHES, MOTOR CONTROL CENTERS, TRANSFORMERS, ETC., INDICATING EQUIPMENT DESIGNATION (OR DESIGNATION OF EQUIPMENT SERVED) AND VOLTAGE.
7. ANY ELECTRICAL BOX THAT BECOMES ABANDONED DURING THE COURSE OF THE PROJECT SHALL HAVE A BLANK COVERPLATE.
8. ADJUST MOUNTING HEIGHTS OF ALL OUTLETS IF REQUIRED SO AS NOT TO INTERFERE WITH RADIATION. VERIFY CHANGES WITH ENGINEER.
9. VERIFY LOCATION OF ALL FLOOR OUTLETS WITH ARCHITECT PRIOR TO ROUGH-IN.
10. DATA TELEPHONE AND TELEVISION CONDUIT SHALL BE MINIMUM ¾ INCH UNLESS OTHERWISE NOTED ON DRAWINGS.
11. MOUNT MANUAL FIRE ALARM STATIONS AT 42"ON THE HORIZONTAL CENTER LINE OF THE ADJACENT SWITCH.
12. WHERE OTHER ELECTRICAL DEVICES ARE LOCATED ADJACENT TO LIGHT SWITCHES, MOUNT ALL DEVICES AT THE SAME CENTER LINE ELEVATION.
13. DO NOT SCALE DRAWINGS. VERIFY DIMENSIONS IN FIELD PRIOR TO COMMENCEMENT OF WORK.
14. FINAL CONNECTIONS TO EQUIPMENT SHALL BE PER MANUFACTURER'S APPROVED WIRING DIAGRAMS, DETAILS , AND INSTRUCTIONS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE MATERIALS AND EQUIPMENT COMPATIBLE WITH EQUIPMENT ACTUALLY SUPPLIED.
15. PROVIDE WITH SHOP DRAWINGS SUBMITTAL, 1/4" SCALE LAYOUT DRAWINGS OF ROOMS WITH ELECTRICAL SWITCHGEAR AND TRANSFORMERS. LAYOUTS SHALL SHOW LOCATIONS OF AND SHALL BE COORDINATED WITH MECHANICAL EQUIPMENT AND EQUIPMENT SHALL BE DRAWN TO SCALE.
16. ALL EMPTY RACEWAY SYSTEMS SHALL HAVE A PULLWIRE OR EQUAL AND SHALL BE INDENTIFIED AT ALL JUNCTION, PULL, AND TERMINATION POINTS, USING PERMANENT METALLIC TAGS. TAG SHALL INDICATE INTENDED USE OF CONDUIT, ORIGINATION AND TERMINATION POINTS OF EACH INDIVIDUAL CONDUIT.
17. IT IS THE INTENT OF THESE DRAWINGS AND SPECIFICATIONS TO ESTABLISH A STANDARD OF QUALITY. THE ENGINEER RESERVES THE RIGHT TO APPROVE METHODS AND MATERIALS NOT REFLECTED HEREIN.
18. EXAMINATION OF BIDDING DOCUMENTS.

18.1. EACH BIDDER SHALL EXAMINE THE BIDDING DOCUMENTS CAREFULLY AND, NOT LATER THAN SEVEN DAYS PRIOR TO THE DATE OF RECEIPT OF BIDS, SHALL MAKE WRITTEN REQUEST TO THE ARCHITECT FOR INTERPRETATION OR CORRECTION OF ANY DISCREPANCIES, AMBIGUITY, INCONSISTENCY, OR ERROR THEREIN WHICH HE MAY DISCOVER. ANY INTERPRETATION OR CORRECTION WILL BE ISSUED AS AN ADDENDUM BY THE ARCHITECT. ONLY A WRITTEN INTERPRETATION OR CORRECTION BY ADDENDUM SHALL BE BINDING. NO BIDDER SHALL RELY UPON INTERPRETATIONS OR CORRECTIONS GIVEN BY ANY OTHER METHOD. IF DISCREPANCIES, AMBIGUITY, INCONSISTENCY, OR ERROR ARE NOT COVERED BY ADDENDUM OR WRITTEN DIRECTIVE CONTRACTOR SHALL I INCLUDE IN HIS BID, LABOR, MATERIALS, AND METHODS OF CONSTRUCTION RESULTING IN HIGHER COST. AFTER AWARD OF CONTRACT, NO ALLOWANCE OR EXTRA COMPENSATION WILL BE MADE IN BEHALF OF THE CONTRACTOR DUE TO HIS FAILURE TO MAKE THE WRITTEN REQUESTS AS DESCRIBED ABOVE.

18.2. THE PERSON SUBMITTING THE REQUEST WILL BE RESPONSIBLE FOR ITS PROMPT DELIVERY. FAILURE TO SO REQUEST CLARIFICATION OF ANY INADEQUACY, OMISSION, OR CONFLICT WILL NOT RELIEVE THE CONTRACTOR OF RESPONSIBILITY. THE SIGNING OF THE CONTRACT WILL BE CONSIDERED AS IMPLICITLY DENOTING THAT THE CONTRACTOR HAS A THOROUGH COMPREHENSION OF THE FULL INTENT AND SCOPE OF THE WORKING DRAWINGS AND SPECIFICATIONS.

19. CONTRACTOR SHALL REVIEW ARCHITECTURAL, STRUCTURAL, AND MECHANICAL DRAWINGS AND SHALL PROVIDE LIGHTS, SWITCHES, RECEPTACLES, TELEPHONE OUTLETS, EQUIPMENT CONNECTIONS, ETC., AND ASSOCIATED CIRCUITING IN AREAS, EVEN IF SUCH AREAS ARE NOT SHOWN ON ELECTRICAL DRAWINGS. LAYOUTS, FIXTURE TYPES, QUANTITIES, AND SPACINGS SHALL BE IN ACCORDANCE WITH SIMILAR AREAS ON THIS PROJECT. CONTRACTOR SHALL INCLUDE COSTS FOR THE ABOVE IN HIS BID, IN ADDITION, CONTRACTOR SHALL PROVIDE LAYOUT DRAWINGS FOR WORK IN SUCH AREAS AND SUBMIT FOR APPROVAL PRIOR TO ROUGH-IN.
20. CONTRACTOR SHALL VISIT SITE PRIOR TO BID AND VERIFY THAT CONDITIONS ARE AS INDICATED. SUCH SHALL INCLUDED IN HIS BID, COSTS REQUIRED TO MAKE HIS WORK MEET EXISTING CONDITIONS.
21. WORK SHALL BE PERFORMED IN A WORKMANLIKE MANNER TO THE SATISFACTION OF THE ARCHITECT.
22. WORK, MATERIALS AND EQUIPMENT SHALL CONFORM TO THE LATEST EDITIONS OF LOCAL, STATE, AND NATIONAL CODES AND ORDINANCES.
23. PROVIDE PERMITS AND INSPECTIONS REQUIRED.
24. GUARANTEE THE INSTALLATION AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP WHICH MAY OCCUR UNDER NORMAL USAGE FOR A PERIOD OF ONE YEAR AFTER OWNER'S ACCEPTANCE. DEFECTS SHALL BE PROMPTLY REMEDIED WITHOUT COST TO THE OWNER.
25. VERIFY THAT EXACT LOCATION OF EQUIPMENT TO BE FURNISHED BY O OTHERS PRIOR TO ROUGH-IN.
26. SYSTEMS SHALL BE TESTED FOR PROPER OPERATION. IF TESTS SHOW THAT WORK IS DEFECTIVE, CONTRACTOR SHALL MAKE CORRECTIONS NECESSARY AT NO COST TO OWNER.
27. PROVIDE EXTERIOR PULL BOXES AND HANDHOLES AS REQUIRED TO COMPLETE WORK INDICATED. SPLICES IN EXTERIOR PULL BOXES AND HANDHOLES SHALL BE MADE WATERPROOF USING "SCOTCHCAST" SPLICE KIT OR APPROVED EQUAL. SEAL ENDS OF CONDUITS AND DUCTS WITH " DUCTSEAL OR APPROVED EQUAL.
28. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING EQUIPMENT WHICH IS DAMAGED DUE TO INCORRECT FIELD WIRING OR FACTORY WIRING IN EQUIPMENT PROVIDED BY THIS CONTRACTOR.
29. CONTRACTOR'S FAILURE TO ORDER OR RELEASE ORDER FOR MATERIALS AND/OR EQUIPMENT WILL NOT BE ACCEPTED AS A REASON TO SUBSTITUTE ALTERNATE MATERIALS, EQUIPMENT, OR INSTALLATION METHODS.
30. SYSTEMS SHALL BE COMPLETE, OPERABLE, AND READY FOR CONTINUOUS OPERATION. LIGHTS, SWITCHES, RECEPTACLES, MOTORS, ETC. SHALL BE CONNECTED AND OPERABLE.
31. RECEPTACLES WHICH ARE SHOWN WALL MOUNTED ON THE ELECTRICAL DRAWINGS ON WALLS WHICH, ON THE ARCHITECTURAL DRAWINGS AND ELEVATIONS ARE SHOWN AS GLASS OR PARTITIONS, SHALL BE FLUSH FLOOR DUPLEX RECEPTACLES MOUNTED ADJACENT TO BASE OR WALLS.
32. VERIFY EXACT LOCATIONS OF EXISTING AND NEW UNDERGROUND UTILITIES, PIPING, AND RACEWAY SYSTEMS PRIOR TO TRENCHING. PROVIDE NECESSARY TRENCHING, BACKFILL, EXCAVATION, SUPPORTS, SERVICE FEEDERS (CONDUIT AND/OR WIRE), PULLBOXES, TRANSFORMER PADS, SAWCUTTING AND PATCHING, CONCRETE/PAVING, ETC. REQUIRED. BACKFILL TRENCHES T TO AND PATCH TO MATCH EXISTING. CONTRACTOR SHALL OBTAIN AND VERIFY EXACT UTILITY COMPANY DRAWINGS AND REQUIREMENTS.
33. ELECTRICAL FLOOR MOUNTED DISTRIBUTION EQUIPMENT SHALL BE BOLTED TO 4" HIGH CONCRETE HOUSEKEEPING PADS. CONCRETE PADS BY THIS CONTRACTOR.
34. PANEL DIRECTORIES SHALL BE REMOVABLE. SUBMIT PROPOSED SCHEDULE OF DIRECTORIES TO OWNER FOR APPROVAL. ROOM NAMES AND NUMBERS SHALL BE AS DIRECTED BY OWNER. DIRECTORIES SHALL BE TYPED AND INSTALLED UNDER CLEAR PLASTIC COVERS.
35. PROVIDE SELF ADHESIVE IDENTIFICATION INSIDE COVER OF EACH FUSABLE SWITCH, INDICATING SIZE AND TYPE OF FUSES PROVIDED.
36. PROVIDE ONE (1) SET OF THREE (3) SPARE FUSES FOR EACH SIZE AND TYPE PROVIDED ON THIS PROJECT. INSTALL FUSES IN A HINGED DOOR, SHEET METAL STORAGE CABINET EQUIPPED WITH LABELED SPACES, EACH MARKED WITH THE SIZE AND TYPE FUSE STORED THEREIN. PROVIDE NAMEPLATE "SPARE FUSES". INSTALL IN LOCATION(S) AS DIRECTED BY OWNER.
37. ALL WIRING SHALL BE INSTALLED IN LISTED METALLIC RACEWAYS. RACEWAYS IN SLAB-ON-GRADE OR BELOW GRADE SHALL BE SCHEDULE 40 PVC. TRANSITIONS FROM BELOW TO ABOVE GRADE SHALL BE WITH RIGID STEEL ELBOWS WITH PVC JACKET OR PROVIDED EQUAL PROTECTION. EMT FITTINGS SHALL BE MALLEABLE IRON OR STEEL. CONNECTORS SHALL BE INSULATED THROAT TYPE.
38. ALL BRANCH CIRCUIT AND FEEDER CONDUITS SHALL HAVE A CODE SIZED COPPER GROUNDING CONDUCTOR. INCREASE CONDUIT SIZE AS REQUIRED.
39. FIRE ALARM, SOUND, TELEPHONE, COMPUTER, AND SIMILAR SYSTEMS CONDUITS LARGER THAT SHALL HAVE LONG RADIUS SWEEPS (12 TIMES THE DIAMETER).
40. CONDUITS PENETRATING THRU ROOF SHALL BE CONSTRUCTED IN CONFORMANCE WITH "BUILT-UP BITUMINOUS ROOFING" SECTION 07510 A AND SHEET METAL FLASHING AND TRIM" SECTION 07620.
41. FINAL CONNECTIONS TO MOTORS, TRANSFORMERS, AND OTHER VIBRATING EQUIPMENT SHALL BE WITH LIQUIDTIGHT FLEXIBLE CONDUIT AND FITTINGS. DO NOT SECURE CONDUITS, DISCONNECTS, OR DEVICES TO DUCTWORK OR MECHANICAL EQUIPMENT.
42. ALL ELECTRICAL SYSTEMS COMPONENTS SHALL BE LISTED OR LABELED BY UL OR OTHER RECOGNIZED TESTING FACILITY.
43. PULLBOXES, CABINETS, ETC. MOUNTED ON THE EXTERIOR AT GRADE LEVEL, SHALL BE WEATHERPROOF TYPE WITH HINGED LOCKABLE COVERS SECURED WITH TAMPERPROOF SCREWS.
44. ALL WEATHERPROOF DEVICES AND COVERPLATES SHALL BE U.L. LISTED "WEATHERPROOF WHILE IN USE". "WEATHERPROOF" COVERS ARE ACCEPTABLE, PER NEC, ONLY WHERE DEVICES ARE ATTENDED WHILE IN USE OR WHERE INSTALLED IN DAMP LOCATIONS. ALL WHILE IN USE COVERS SHALL BE CAST ALUMINUM AND LOCKABLE. THE J-BOX FOR THE RECEPTACLE SHALL BE RECESSED WHERE POSSIBLE. ALL GARAGE GENERAL PURPOSE RECEPTACLES SHALL HAVE A LOCKABLE, WHILE IN USE COVER.
45. PROVIDE CONNECTION FROM FIRE/SMOKE DAMPERS TO FIRE ALARM CONTROL PANEL. PROVIDE 120V POWER TO EACH F/S DAMPER. CLOSE F/S DAMPERS AND SHUT DOWN RELATED SUPPLY AND RETURN FANS ON SMOKE DETECTION. CAUSE GENERAL FIRE ALARM.
46. PROVIDE A JUNCTION BOX(ES) FOR POWER TO MOTOR DAMPERS AND VAV BOXES AS REQUIRED. TRANSFORMERS AND LOW VOLTAGE WIRING BY MECHANICAL CONTRACTOR. PROVIDE DEDICATED 120V CIRCUIT(S). COORDINATE LOCATIONS WITH MECHANICAL AND TEMPERATURE CONTROLS CONTRACTOR. GYP BOARD CEILING AREA JUNCTION BOXES TO BE LOCATED AT ARCHITECTURAL ACCESS PANELS, ABOVE CEILING.
47. PROVIDE ACOUSTICAL MATERIALS FOR SOUND SEPARATION AT ALL UNIT SEPARATION WALLS, CORRIDOR WALLS AND SHAFT WALLS (ELEVATOR, STAIRS, ETC). SEE DETAIL 25/A053 FOR MORE INFORMATION.
48. HEAT TRACE TO BE PROVIDED BY MECHANICAL CONTRACTOR AT ALL EXPOSED PIPING ON BASEMENT LEVEL THROUGH SECOND FLOOR. COORDINATE WITH MECHANICAL CONTRACTOR ON EXACT LOCATIONS AND LENGTHS. PROVIDE 120V CONNECTION FROM NEAREST NORMAL POWER PANEL.
49. PROVIDE A RECESSED RECEPTACLE AND TV OUTLET FOR ALL WALL MOUNTED TV'S.
50. PROVIDE A CONNECTION TO THE FIRE ALARM SYSTEM FOR ALL MAGNETIC DOOR HOLD OPENS. DOOR HOLDS SHALL RELEASE UPON FIRE ALARM.

LIGHTING

1. FIXTURES INDICATED AS BEING ON EMERGENCY OR NIGHT LIGHT CIRCUITS SHALL BE PROVIDED WITH SELF-CONTAINED BATTERY POWERED INVERTER UNIT FOR DIRECT MOUNTING IN FIXTURE. PROVIDE UNIT WITH FULLY AUTOMATIC TWO RATE CHARGER, NICKEL CADMIUM BATTERY, AC "ON" PILOT LIGHT, AND TEST SWITCH. DESIGN AND WIRE UNIT TO AUTOMATICALLY TRANSFER TO BATTERY SUPPLY UPON LOSS OF NORMAL AC POWER AND TO OPERATE LINEAR FLUORESCENT LAMP WITH MINIMUM OUTPUT OF 1000 LUMENS FOR MINIMUM 1-1/2 HOURS.
2. RECESSED LIGHT FIXTURES INSTALLED IN GYP BOARD OR PLASTER CEILINGS SHALL HAVE PLASTER FRAMES INSTALLED PRIOR TO CEILING MATERIAL.
3. RECESSED FIXTURES INSTALLED INDOORS SHALL BE THERMALLY PROTECTED.
4. VERIFY TYPE OF CEILING CONSTRUCTION FOR PROPER MOUNTING OF ALL RECESSED LIGHT FIXTURES. INSTALLATION OF LIGHT FIXTURES SHALL COMPLY WITH ALL INSTRUCTIONS. LISTINGS, AND LIMITATIONS.
5. ALL LIGHTING FIXTURES LOCATED SO AS TO DISRUPT A FIRE RATED CEILING ARE TO BE ENCLOSED OR SURROUNDED IN A FIRE PROTECTION MATERIAL AND FIBER BOARD. PROTECTION MATERIAL IS TO BE INSTALLED AS PER THE FIRE RESISTANCE INDEX. VERIFY WITH ARCHITECTURAL DRAWINGS THE HOUR RATINGS AND TYPE OF CEILINGS TO BE USED.
6. RECESSED LIGHTING FIXTURES INSTALLED INTO METAL SUSPENDED CEILING SYSTEMS FOR LAY-IN TILES AND PANELS SHALL BE INSTALLED AND SUPPORTED IN ACCORDANCE WITH THE INTERNATIONAL BUILDING CODE ASTM C835 AND C636
7. FIXTURES INSTALLED IN "LIGHT DUTY CEILING SYSTEMS" SHALL HAVE SEPARATE SUPPORTING MEMBERS. FIXTURES INSTALLED IN "INTERMEDIATE-DUTY AND HEAVY-DUTY CEILING SYSTEMS" SHALL HAVE SEPARATE SUPPORTING MEMBERS WHEN THE WEIGHT OF THE FIXTURES EXCEEDS THE DEFLECTION AND ROTATION REQUIREMENTS OF ASTM C636 2.7,2,3 & 4.

MOTORS

1. VERIFY LOCATION OF ALL MOTORS AND EQUIPMENT BEFORE ROUGH-IN. SEE MECHANICAL DRAWINGS FOR LOCATION OF MECHANICAL EQUIPMENT. PROVIDE SERVICE TO AND CONNECT EQUIPMENT AS REQUIRED.
2. ELECTRICAL CONTRACTOR SHALL PROVIDE CONTROLS, INTERLOCKS, ACCESSORIES, ETC., IN MOTOR CONTROL STARTERS AS REQUIRED BY THE TEMPERATURE CONTROL CONTRACTOR. STARTERS SHALL CONTAIN 120V CONTROL TRANSFORMER, PILOT LIGHT, AND PUSHBUTTONS OR SELECTOR SWITCH AS REQUIRED. IN ADDITION, PROVIDE OTHER ITEMS (AUXILIARY CONTACTS, DOOR SWITCHES, RELAYS, ETC.) REQUIRED. SUBMIT ELEMENTARY CONTROL DIAGRAMS FOR APPROVAL. SUBMITTALS SHALL INCLUDE INDICATION OF PRIOR REVIEW AND ACCEPTANCE BY TEMPERATURE CONTROL CONTRACTOR. REFER TO DIVISION 15 DRAWINGS AND TEMPERATURE CONTROL DIAGRAMS FOR ADDITIONAL CONDUIT, WIRE, RELAYS, TRANSFORMERS, CONNECTIONS, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.

FIRE ALARM SYSTEM

1. CONTRACTOR SHALL PROVIDE DEVICES, CONDUIT, WIRES, AND CABLE AS DIRECTED BY EQUIPMENT MANUFACTURER. MATERIALS, EQUIPMENT, AND WORKMANSHIP SHALL MEET CODE SIZE AS REQUIRED. THE SYSTEM SHALL BE COMPLETE AND OPERABLE IN EVERY RESPECT.

COMMUNICATIONS/LOW VOLTAGE

1. BOXES FOR TELEPHONE, TV, DATA, WIRING DEVICES, ETC. SHALL BE MINIMUM TWO GANG WITH SINGLE GANG MUD RING.
2. SOUND SYSTEM CONTRACTOR SHALL PROVIDE ALL CONDUIT, J-BOXES FOR SOUND SYSTEM COMPLETE RACEWAY SYSTEM. CONDUIT SHALL BE A MINIMUM OF ¾" UNLESS NOTED. CONTRACTOR SHALL FURNISH AND INSTALL SPEAKER WIRE, VOLUME CONTROLS, MICROPHONES, AMPLIFIERS, SPLITTERS, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.
3. TELEVISION SYSTEM. CONTRACTOR SHALL PROVIDE ALL CONDUIT, AND J-BOXES (MINIMUM TWO-GANG) FOR A COMPLETE RACEWAY SYSTEM. CONDUIT SHALL BE A MINIMUM OF ¾" UNLESS NOTED. TELEVISION SYSTEM CONTRACTOR SHALL FURNISH AND INSTALL TV OUTLETS, CABLE, AMPLIFIERS, SPLITTERS, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.
4. SECURITY SYSTEM. CONTRACTOR SHALL PROVIDE ALL CONDUIT, AND J-BOXES (MINIMUM TWO-GANG) FOR A COMPLETE RACEWAY SYSTEM. CONDUIT SHALL BE A MINIMUM OF ¾" UNLESS NOTED. SECURITY SYSTEM CONTRACTOR SHALL FURNISH AND INSTALL SECURITY PANELS, RECORDING EQUIPMENT, CAMERAS, WIRE, SECURITY DEVICES, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.
5. ELECTRONIC ACCESS SYSTEM. CONTRACTOR SHALL PROVIDE ALL CONDUIT, AND J-BOXES (MINIMUM TWO-GANG) FOR A COMPLETE RACEWAY SYSTEM. CONDUIT SHALL BE A MINIMUM OF ½" UNLESS NOTED. ELECTRONIC ACCESS SYSTEM CONTRACTOR SHALL FURNISH AND INSTALL PHONE ENTRY SYSTEM, CARD READERS, ELECTRIC STRIKE CONNECTIONS AND FOBS, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.
6. ALL 3/4" PLYWOOD BACKBOARDS SHALL BE FIRE RATED.
7. PROVIDE CABLE TRAY AT ALL BACKBOARDS AND ASSOCIATED ELEC/COMM ROOMS TO MANAGE THE CABLE COMING INTO EACH ROOM. PROVIDE CABLE TRAY AND/OR CONDUIT THROUGHOUT THE CORRIDORS TO MANAGE THE CABLE FEEDING THE TENANT UNITS. SIZE CABLE TRAY PER MANUFACTURER'S RECOMMENDATIONS FOR THE QUANTITY OF CABLE AT EACH LOCATION. COORDINATE LOCATION OF CABLE TRAY WITH MECHANICAL DUCTWORK AND PIPING.

ELECTRICAL ABBREVIATIONS

ABBREVIATION	DESCRIPTION
A	AMPERE
AB	ABOVE COUNTER
AF	AMPERE FRAME
AFD	ADJUSTABLE FREQUENCY DRIVE
AFF	ABOVE FINISHED FLOOR
AFG	ABOVE FINISHED GRADE
ANUN	ANNUNCIATION
ARCH	ARCHITECT/ARCHITECTURAL
AT	AMPERE TRIP
ATS	AUTOMATIC TRANSFER SWITCH
AUTO	AUTOMATIC
AUX. CON.	AUXILIARY CONTACTS
ASD	ADJUSTABLE SPEED DRIVES
BFC	BELOW FINISHED CEILING
BFG	BELOW FINISHED GRADE
C	CONDUIT
CAB	CABINET
CB	CIRCUIT BREAKER
CCT,CKT	CIRCUIT
CLG	CEILING
CMT	CONDUIT EMPTY
COMB	COMBINATION
CONN	CONNECTION, CONNECTOR OR CONNECT
CONTR	CONTRACTOR
COORD	COORDINATE
CORR	CORRIDOR
CT	CURRENT TRANSFORMER
DBLS	DOUBLE LUGS
DC	DIRECT CURRENT
DET	DETAIL
DGP	DATA GATHERING PANEL
DIST	DISTRIBUTION
DIV	DIVISION
DM	DOOR MONITOR
DN	DOWN
DW	DISHWASHER
DWG	DRAWING
EA	EACH
ELEC	ELECTRICAL
EM	EMERGENCY
EO	ELECTRICAL OUTLET
EPO	EMERGENCY POWER OFF
EQ	EQUAL
EQUIP	EQUIPMENT
EXIST	EXISTING
EP	EXPLOSION PROOF
EWC	ELECTRIC WATER COOLER

ABBREVIATION	DESCRIPTION
F	FUSED
FA	FIRE ALARM
FDR	FEEDER
FLA	FULL LOAD AMPS
FIN	FINISHED
FLR	FLOOR
FUT	FUTURE
FIXT	FIXTURE-LTG
FRZ	FREEZER
FVNR	FULL VOLTAGE NON REVERSING
G, GND	GROUND
GFI	GROUND FAULT INTERRUPTER
HP	HORSEPOWER
HTG	HEATING
HTR	HEATER
HZ	HERTZ
IC	INTERRUPTING CAPACITY
I/C	INTERCOM
IG	ISOLATED GROUND
J, JB	JUNCTION BOX
KW	KILOWATTS
KA, KVA	KILOVOLT AMPERE
KAIC	KILOAMPERE INTERRUPTING CAPACITY
KO	KNOCK OUT(S)
LA	LIGHTING ARRESTOR
LOC	LOCATION
LTG	LIGHTING, LIGHT OR LIGHTS
LTFC	LIQUID TIGHT FLEXIBLE CONDUIT
MAN	MANUAL
MAX	MAXIMUM
MCA	MINIMUM CIRCUIT AMPACITY
MCCB	MAIN CIRCUIT BREAKER
MOCP	MAXIMUM OVERCURRENT PROTECTION
MECH	MECHANICAL
MIN	MINIMUM
MFR	MANUFACTURER
MH	MAN HOLE
MLO	MAIN LUGS ONLY
MSB	MAIN SWITCHBOARD
MSS	MOTOR CONTROLLER
MT	EMPTY
MTD	MOUNTED
MTS	MANUAL TRANSFER SWITCH
MW	MICROWAVE
N.C.	NORMALLY CLOSED
NEC	NATIONAL ELECTRICAL CODE
NF	NON FUSED
NL	NIGHT LIGHT
N.O.	NORMALLY OPEN
OC	ON CENTER
OPER	OPERATE(D)

ABBREVIATION	DESCRIPTION
PH	PHASE
P	POLE
PB	PUSH BUTTON
PF	POWER FACTOR
PH	PHASE
PL	PILOT LIGHT
PNL	PANEL
PT	POTENTIAL TRANSFORMER
PTR	PRINTER
PUB	PULL BOX
PVC	POLYVINYL CHLORIDE
PWR	POWER
REC	RECEPTACLE
REF	REFRIGERATOR
RM	ROOM
REQD	REQUIRED
R	REMOVE
RL	REMOVE and RELOCATE
RNG	RANGE
SHT	SHEET
SPC	SPACE
SPEC	SPECIFICATION
SPR	SPARE
SQ	SQUARE
SSW	SAFETY SWITCH
STR	STARTER
SURF	SURFACE
SW	SWITCH
SWBD	SWITCHBOARD
TC	TIME CLOCK
TEL	TELEPHONE
TERM	TERMINAL
TR	TAMPER RESISTANT
TV	TELEVISION
TYP	TYPICAL
UC	UNDERCABINET
UFD	UNDER FLOOR DUCT
UG	UNDERGROUND
UH	UNIT HEATER
V	VOLTS
VA	VOLT AMPERE
VEND	VENDING MACHINE
VFD	VARIABLE FREQUENCY DRIVE
VM	VOLT METER
VSD	VARIABLE SPEED DRIVE
W	WATTS
W/	WITH
W/O	WITHOUT
WM	WATT METER
WP	WEATHERPROOF
XFMR	TRANSFORMER
Z	IMPEDANCE

ELECTRICAL SHEET INDEX

SHEET NUMBER	DESCRIPTION
E000	ELECTRICAL TITLE SHEET
E010	ELECTRICAL SITE PLAN
E101A	ELECTRICAL FIRST FLOOR PLAN AREA A
E101B	ELECTRICAL FIRST FLOOR PLAN AREA B
E102	ELECTRICAL SECOND FLOOR PLAN
E109	ELECTRICAL ROOF PLAN
E400	ELECTRICAL RISER DIAGRAM
E500	ELECTRICAL LUMINAIRE SCHEDULES
E601	ELECTRICAL DETAILS

ELECTRICAL SYMBOLS

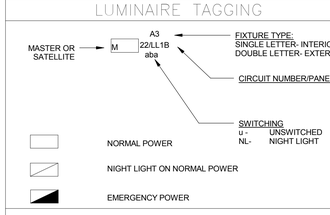
LIGHTING

SYMBOL	DESCRIPTION	MTG HGT
	RECESSED LUMINAIRE / INDIRECT	RECESSED
	RECESSED DOWNLIGHT	-
	RECESSED WALL WASH (ARROW INDICATES DIRECTION)	-
	SURFACE LUMINAIRE / INDIRECT	SURFACE/ COVE
	SURFACE DOWNLIGHT	-
	SURFACE WALL WASH (ARROW INDICATES DIRECTION)	-
	WALL LUMINAIRE	WALL
	RECESSED WALL LUMINAIRE	-
	SURFACE WALL LUMINAIRE	SURFACE/ SUSPEND
	INDUSTRIAL STRIP LUMINAIRE	-
	TRACK LIGHTING *INDICATES NUMBER OF HEADS, REFER TO LUMINAIRE SCHEDULE. *OUTLET BOXES SHALL BE WITH, OR ADJACENT TO, ALL FIXTURES WHERE REQUIRED BY CODE OR NEC. FOR APPROVED WIRING METHODS.	SURFACE/ SUSPEND/ WALL
	UNDER CABINET LUMINAIRE	UNDER CABINET
	EXTERIOR POLE LUMINAIRES	POLE
	HID WALL	WALL
	BOLLARD	GRADE
	POST TOP	POLE
	3 BLADE FAN	CEILING
	4 BLADE FAN	CEILING
	5 BLADE FAN	CEILING

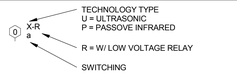
EGRESSLIGHTING

SYMBOL	DESCRIPTION	MTG HGT
	TWO-LAMP BATTERY PACK	WALL
	TWO-LAMP REMOTE HEAD	WALL
	SINGLE-FACE, WALL EXIT SIGN WITH ARROW	WALL
	SINGLE-FACE, CEILING EXIT SIGN WITH ARROW	CLG
	DOUBLE-FACE, WALL EXIT SIGN WITH ARROW	WALL
	DOUBLE-FACE, CEILING EXIT SIGN WITH ARROW	CLG

LUMINAIRE TAGGING



OCCUPANCY SENSOR TAGGING



NOTE: CEILING MOUNTED OCCUPANCY SENSORS ARE NOT LOCATED ON PLANS. REFER TO CEILING OCCUPANCY SENSOR SCHEDULE ON EACH SHEET FOR REQUIREMENTS. MANUFACTURER TO PROVIDE QUANTITY AND LOCATION OF SENSORS AS REQUIRED TO COVER SPACE.

ELECTRICAL SYMBOL NOTES

1. THESE SYMBOLS ARE A STANDARD LIST. NOT ALL SYMBOLS MAY APPEAR ON THESE DRAWINGS.

2. INSTALL EQUIPMENT AT THE MOUNTING HEIGHT INDICATED BELOW, UNLESS NOTED OTHERWISE ON DRAWINGS. MOUNTING HEIGHTS INDICATED ON ARCHITECTURAL WALL ELEVATIONS TAKE PRECEDENCE OVER MOUNTING HEIGHTS LISTED BELOW. MOUNTING HEIGHTS ARE TO CENTER OF DEVICE FROM FINISHED FLOOR.

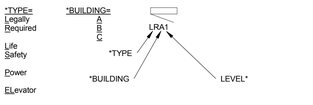
MOTOR SYMBOLOGY

XXX / XX — MOTOR IDENTIFICATION

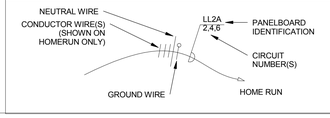
GENERAL SYMBOLOGY

(1) KEYED NOTE

PANELBOARD SYMBOLOGY



HOMESRUN CIRCUITING SYMBOLOGY



POWER

SYMBOL	DESCRIPTION	MTG HGT
	RECEPTACLE NOTATIONS: IG = ISOLATED GROUND; GFI = GROUND FAULT INTERRUPTER; TR = TAMPER RESISTANT; WP = WEATHERPROOF	
(BLANK)=	STANDARD RECEPTACLE	18"
	SINGLE-POLE RECEPTACLE - WALL MOUNT	18"
	DUPLEX RECEPTACLE - WALL MOUNT	18"
AC	ABOVE COUNTER DUPLEX RECEPTACLE - WALL MOUNT	ABOVE COUNTER
	SWITCHED DUPLEX RECEPTACLE - WALL MOUNT	18"
	QUAD RECEPTACLE - WALL MOUNT	18"
	SPECIAL PURPOSE RECEPTACLE - WALL MOUNT	18"
	GROUND RECEPTACLE - WALL MOUNT	CLG
	SINGLE-POLE RECEPTACLE - CEILING MOUNT	CLG
	DUPLEX RECEPTACLE - CEILING MOUNT	CLG
	QUAD RECEPTACLE - CEILING MOUNT	CLG
	SPECIAL PURPOSE RECEPTACLE - CEILING MOUNT	FLR
	FLOOR BOX/POKE-THROUGH - REFER TO FLOOR BOX AND POKE-THROUGH SCHEDULE	FLR
	DUPLEX RECEPTACLE - FLOOR MOUNT	FLR
	QUAD RECETACLE - FLOOR MOUNT	FLR
	SPECIAL PURPOSE RECEPTACLE - FLOOR MOU

GENERAL NOTES

A. PROVIDE ALL COORDINATION AND SCHEDULING FOR NEW ELECTRICAL PAD MOUNT SERVICE INSTALLATION. VERIFY EXACT LOCATION AND ROUTING OF SERVICE ENTRANCE CONDUIT WITH ENGINEER AND GENERAL CONTRACTOR PRIOR TO INSTALLATION

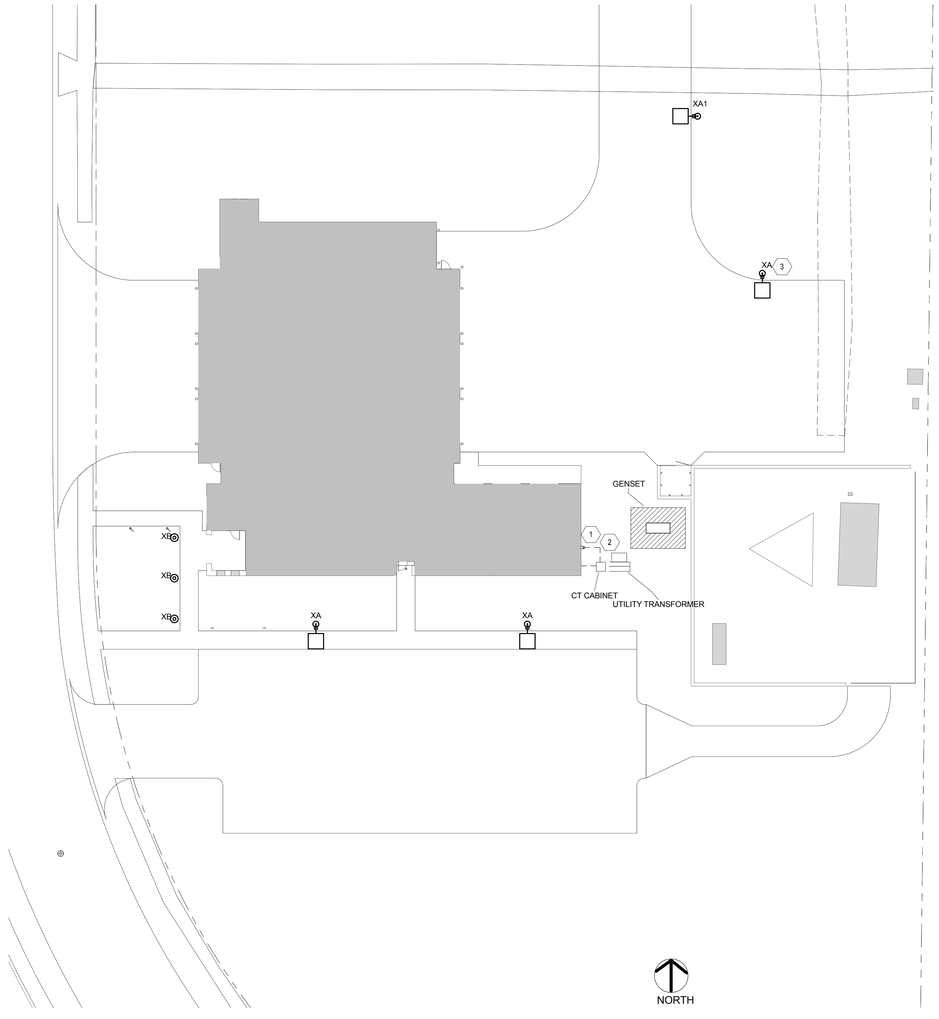
B. PROVIDE ALL COORDINATION AND SCHEDULING WITH TELEPHONE/DATA/TELEVISION SERVICE PROVIDERS FOR SERVICE INSTALLATION. VERIFY EXACT LOCATION AND ROUTING OF ENTRANCE CONDUITS WITH ENGINEER AND GENERAL CONTRACTOR PRIOR TO INSTALLATION

C. PROVIDE LOCKABLE ENCLOSURE FOR ALL EQUIPMENT CONTAINING DISCONNECTING DEVICES WITHIN REACH OF TENANTS

D. PROVIDE WEATHERPROOF GFCI RECEPTACLES ON EXTERIOR WALLS ADJACENT TO EXTERIOR DOORS AT 18" AFG. PROVIDE HEAVY DUTY "IN-USE" COVERS PER NEC

ELECTRICAL KEYNOTES

NO.	DESCRIPTION
1	PROVIDE A METER SOCKET LOCATED ON THE EXTERIOR BUILDING WALL OUTSIDE STORAGE ROOM.
2	PROVIDE 1-1/4" PVC SCHEDULE 80 CONDUIT BETWEEN CT CABINET AND METER SOCKET LOCATED ON EXTERIOR BUILDING WALL OUTSIDE STORAGE ROOM.
3	PROVIDE A 120V WEATHERPROOF RECEPTACLE AT THIS POLE BASE.



1 / E010 Site - Electrical
1" = 20'-0"

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PROJECT TITLE

RAMSEY FIRESTATION NO. 2

KEY PLAN

ISSUE #	DATE	DESCRIPTION

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CERTIFICATION

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Chad S. Kurdi

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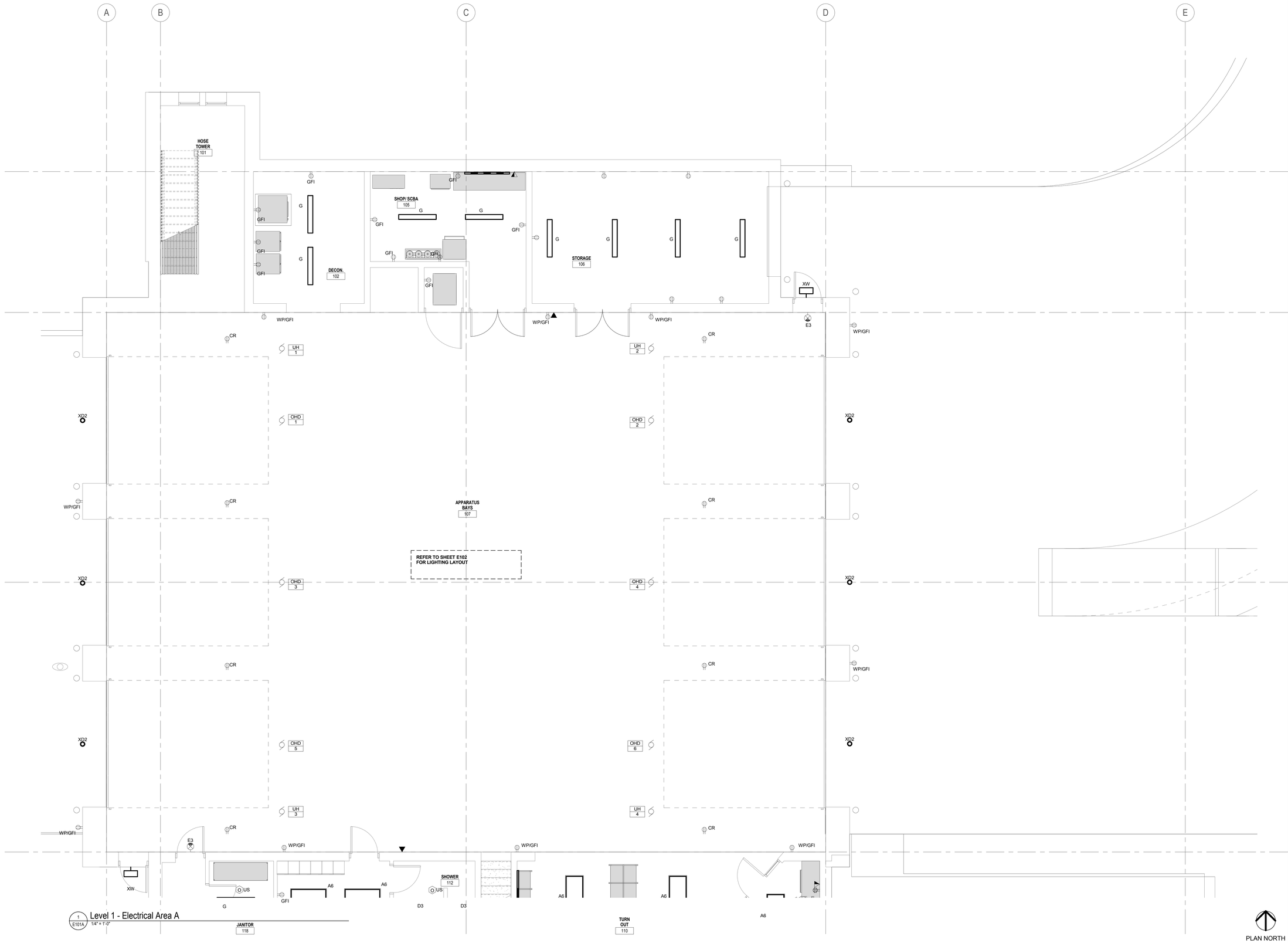
ELECTRICAL SITE PLAN

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1 E101A Level 1 - Electrical Area A

1/4" = 1'-0"

PLAN NORTH

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3 ELECTRICAL FIRST FLOOR PLAN AREA A

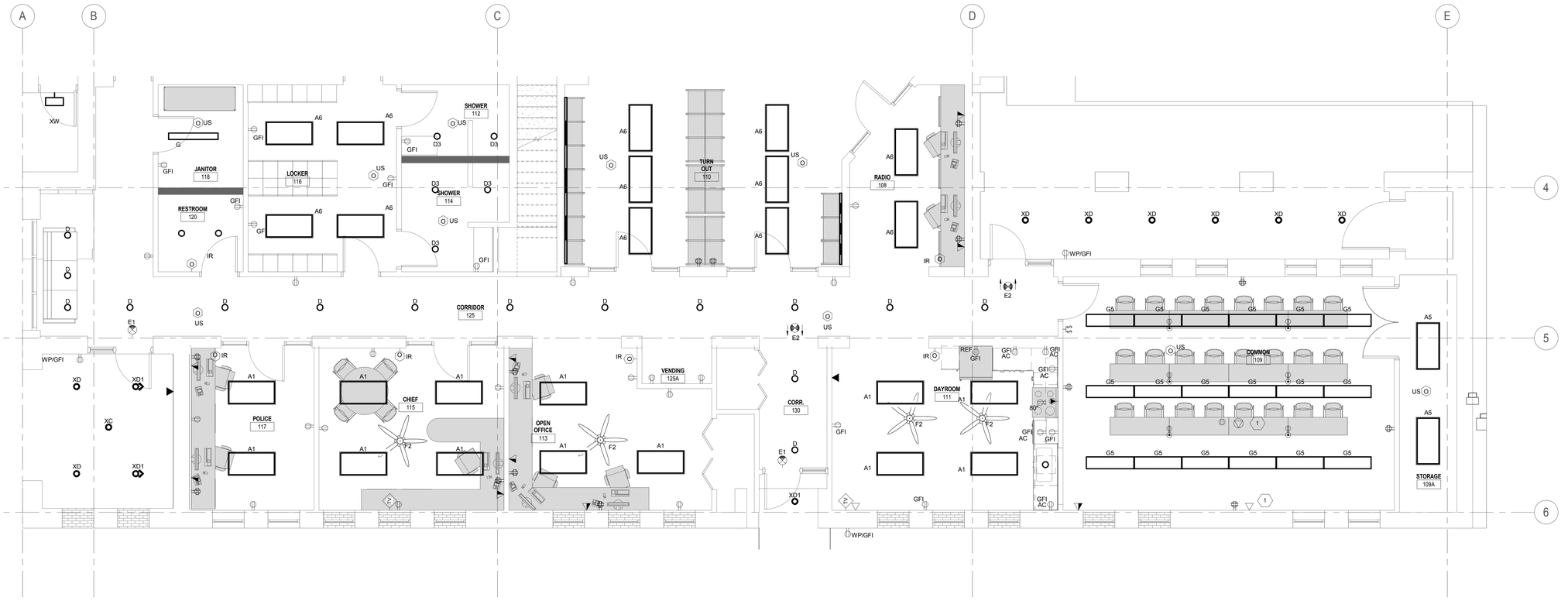
SHEET NUMBER

E101A

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ELECTRICAL KEYNOTES

NO.	DESCRIPTION
1	PROVIDE ONE OF THE FOLLOWING: A) DUPLEX RECEPTACLE AND DATA OUTLET MOUNTED IN CEILING OR B) WALL MOUNTED DATA OUTLET.



1 E101B Level 1 - Electrical Area B
1/4" = 1'-0"

PLAN NORTH

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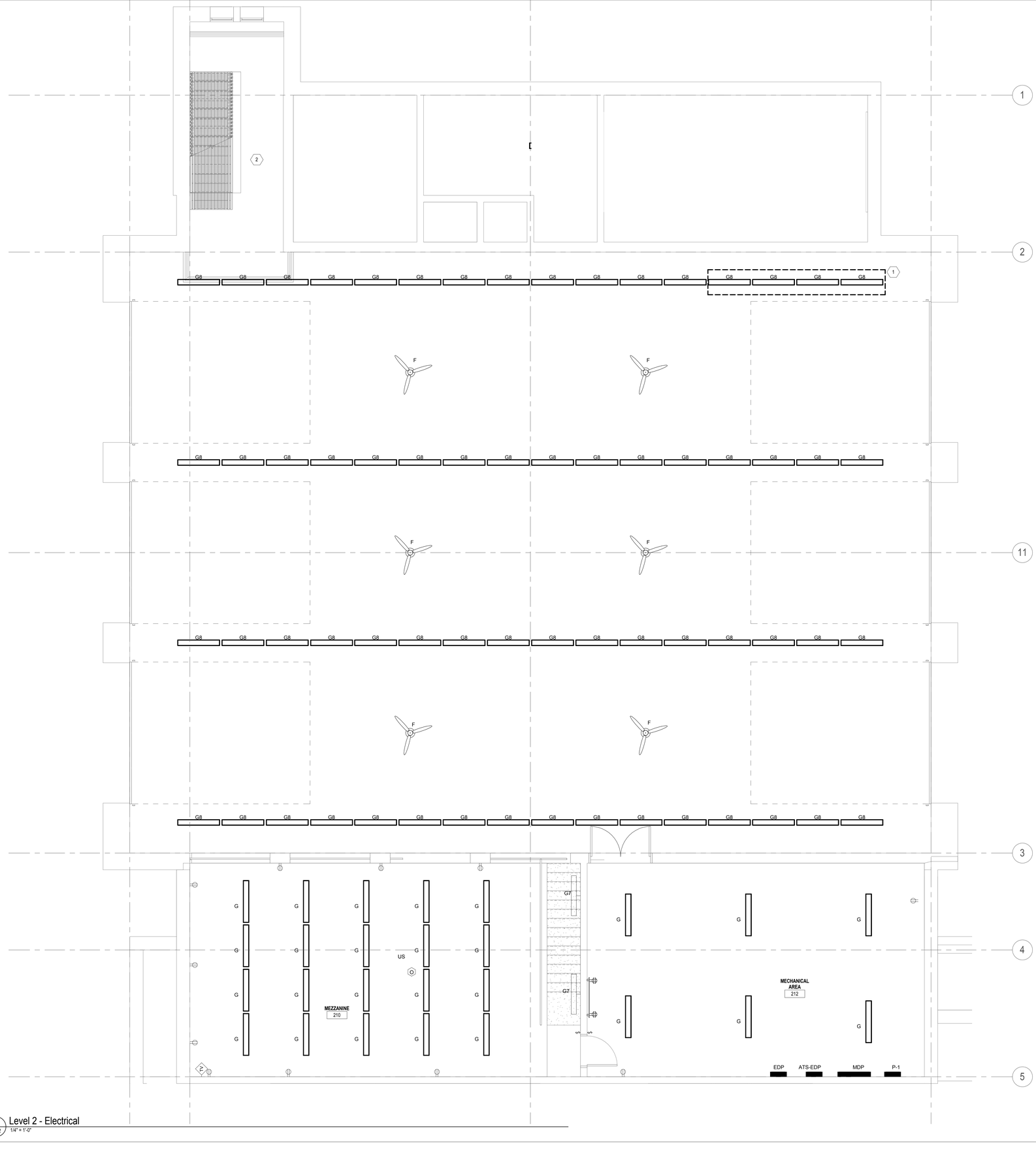
SHEET TITLE

ELECTRICAL FIRST FLOOR PLAN AREA B

SHEET NUMBER

E101B

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1 E102 Level 2 - Electrical
1/4" = 1'-0"

PLAN NORTH

ELECTRICAL KEYNOTES

NO.	DESCRIPTION
1	ALTERNATE APPARATUS BAY LIGHTING: PROVIDE (1) ALTERNATE TYPE G8 HIGH BAY LED FIXTURE IN PLACE OF (4) TYPE G8 4' STRIP LIGHTS.
2	HOSE TOWER LIGHTING: PROVIDE (6) TYPE G7 WALL MOUNTED FIXTURES WITHIN HOSE TOWER.

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ELECTRICAL SECOND FLOOR PLAN

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3Ø FEEDER SCHEDULE				
	COPPER		ALUMINUM	
MARK (AMPACITY)	FEEDER 3W (NO NEUTRAL) PH-GND-C	FEEDER 4W (W/NEUTRAL) PH-GND-C	FEEDER 3W (NO NEUTRAL) PH-GND-C	FEEDER 4W (W/NEUTRAL) PH-GND-C
20	12-12-1/2"	12-12-1/2"	NOT ALLOWED	NOT ALLOWED
30	10-10-3/4"	10-10-3/4"	NOT ALLOWED	NOT ALLOWED
40	8-10-3/4"	8-8-3/4"	NOT ALLOWED	NOT ALLOWED
50	6-10-1"	6-8-1"	NOT ALLOWED	NOT ALLOWED
60	4-8-1 1/4"	4-8-1 1/4"	NOT ALLOWED	NOT ALLOWED
80	3-8-1 1/4"	3-8-1 1/4"	NOT ALLOWED	NOT ALLOWED
100	3-8-1 1/4"	3-8-1 1/4"	1-6-1 1/2"	1-6-1 1/2"
125	1-6-1 1/2"	1-6-1 1/2"	2/0-4-1 1/2"	2/0-4-2"
150	1/0-6-1 1/2"	1/0-6-2"	3/0-4-2"	3/0-4-2"
175	2/0-6-1 1/2"	2/0-6-2"	4/0-4-2"	4/0-4-2 1/2"
200	3/0-6-2"	3/0-6-2"	250KCMIL-4-2 1/2"	250KCMIL-4-2 1/2"
225	4/0-4-2"	4/0-4-2 1/2"	300KCMIL-2-2 1/2"	300KCMIL-2-3"
250	250KCMIL-4-2 1/2"	250KCMIL-4-2 1/2"	400KCMIL-2-3"	400KCMIL-2-3"
300	350KCMIL-4-2 1/2"	350KCMIL-4-3"	500KCMIL-2-3"	500KCMIL-2-3 1/2"
400	500KCMIL-3-3"	500KCMIL-3-3 1-2"	(2) 250KCMIL-1-2 1/2"	(2) 250KCMIL-1-3"
500	(2) 250KCMIL-2-2 1/2"	(2) 250KCMIL-2-3"	(2) 400KCMIL-1/0-3"	(2) 400KCMIL-1/0-3 1/2"
600	(2) 350KCMIL-1-3"	(2) 350KCMIL-1-3"	(2) 500KCMIL-2/0-3"	(2) 500KCMIL-2/0-3 1/2"
800	(2) 500KCMIL-1/0-3"	(2) 500KCMIL-1/0-3 1/2"	(3) 500KCMIL-3/0-3"	(3) 500KCMIL-3/0-3 1/2"
1000	(3) 400KCMIL-2/0-3"	(3) 400KCMIL-2/0-3 1/2"	(3) 600KCMIL-4/0-3 1/2"	(3) 600KCMIL-4/0-3 1/2"
1200	(4) 350KCMIL-3/0-3"	(4) 350KCMIL-3/0-3"	(4)500KCMIL-250KCMIL-3 1/2"	(4)500KCMIL-250KCMIL-3 1/2"
1600	(5) 400KCMIL-4/0-3"	(5) 400KCMIL-4/0-3 1/2"	(5) 600KCMIL-350KCMIL-3 1/2"	(5) 600KCMIL-350KCMIL-3 1/2"
2000	(5) 600KCMIL-250KCMIL-4"	(5) 600KCMIL-250KCMIL-3 1/2"	(6)600KCMIL-450KCMIL-4"	(6)600KCMIL-400KCMIL-3 1/2"
2500	(6) 600KCMIL-350KCMIL-4"	(6) 600KCMIL-350KCMIL-3 1/2"	(8) 500KCMIL-500KCMIL-4"	(8) 500KCMIL-500KCMIL-3 1/2"
3000	(8) 500KCMIL-400KCMIL-3 1/2"	(8) 500KCMIL-400KCMIL-3 1/2"	(10) 500KCMIL-500KCMIL-4"	(10) 500KCMIL-500KCMIL-3 1/2"

2 E400 ELECTRICAL FEEDER SCHEDULE
1/8" = 1'-0"

KEYNOTES

1. PROVIDE CONCRETE TRANSFORMER PAD PER UTILITY COMPANY REQUIREMENTS. COORDINATE WITH UTILITY COMPANY PRIOR TO ANY WORK.
2. PROVIDE REINFORCED 4" CONCRETE PAD FOR GENERATOR. COORDINATE WITH GENERATOR SUPPLIER AND STRUCTURAL ENGINEER.
3. PROVIDE 4" THICK CONCRETE EQUIPMENT PAD.
4. 1" C. WITH CABLING AS REQUIRED BY MANUFACTURER TO GENERATOR FOR CONTROL.
5. AUTOMATIC TRANSFER SWITCH. NEMA 1 ENCLOSED 120/208V, 3P, 4W.
6. PROVIDE 4"x12" GROUND BUS BAR WITH (12) TERMINATION POINTS: STORM COPPER COMPONENTS, INC. SCGB-6 OR EQUAL. CONNECTIONS TO GROUND BUS BAR SHALL BE IRREVERSIBLE COMPRESSION-TYPE CONNECTORS LISTED AS GROUND AND BONDING EQUIPMENT OR BY THE EXOTHERMIC WELDING PROCESS. NEC 250.64(C). BUS IS FOR DATA RACK GROUNDING IN IDF AND MDF ROOMS.
7. SEE MOTOR SCHEDULE ON SHEET E500.
8. VERIFY REQUIREMENTS FOR UTILITY PRIMARY DISCONNECT CABINET WITH THE UTILITY. WHEN PRESENT PROVIDE A CONCRETE BASE PER UTILITY REQUIREMENTS. THIS CABINET REQUIRES A MINIMUM OF 9'-0" FRONT AND REAR ACCESS CLEARANCE.
9. FIRE PUMP CONTROLLER BY OTHERS.
10. THE FIRE PUMP FEEDER SHALL BE ENCASED, MI CABLE OR LOCATED OUTSIDE OF BUILDING.
11. ENCASE FEEDER IN CMU BLOCK ENCLOSURE FROM LEVEL 1 TO MEZZANINE

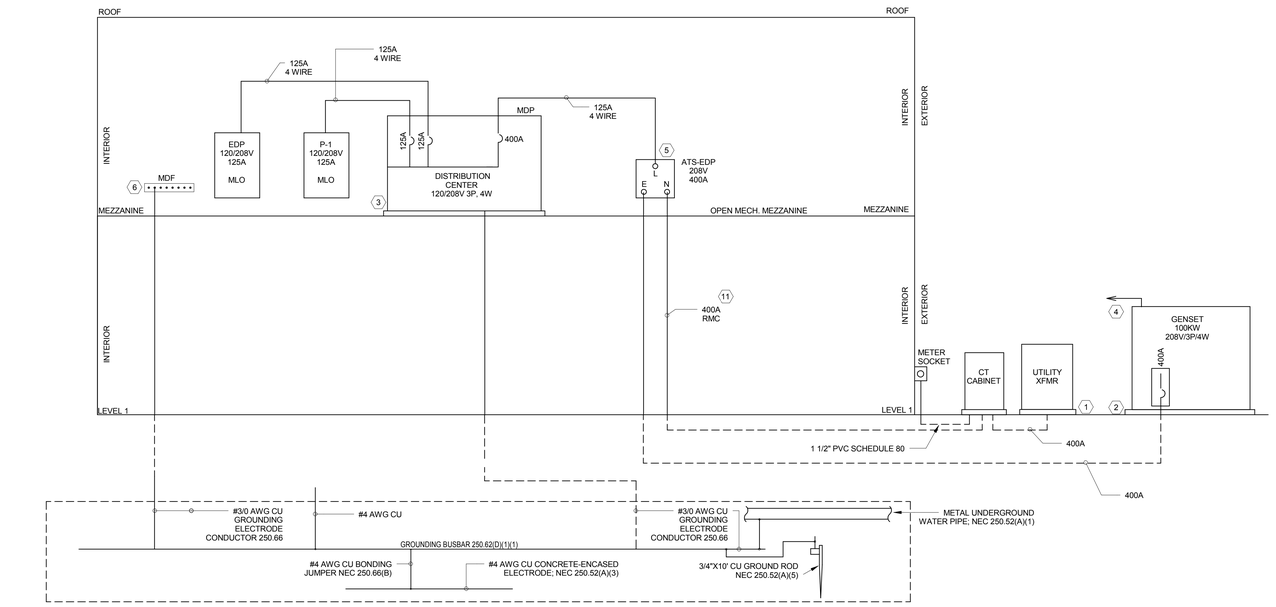
3 E400 E400-ELECTRICAL KEYNOTES
1/8" = 1'-0"

GENERAL NOTES

A. EMT USED FOR PURPOSES OF SIZING CONDUIT. CONTRACTOR TO VERIFY PROPER SIZE OF CONDUIT IF DIFFERENT THAN EMT. CONDUIT NEEDED ONLY WHEN REQUIRED BY NEC.

B. RISER IS SCHEMATIC ONLY AND IS NOT INTENDED TO BE USED FOR DETERMINING PANEL ENTRANCE POSITIONS, CONDUIT ROUTINGS, ETC.

4 E400 E400-ELECTRICAL GENERAL NOTES
1/8" = 1'-0"



1 E400 ELECTRICAL RISER DIAGRAM
1/8" = 1'-0"

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ELECTRICAL RISER DIAGRAM

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ELECTRICAL - LUMINAIRE FIXTURE SCHEDULE

ID	FIXTURE TYPE	MOUNTING	VOLTS	LAMP			CONTROL MEDIA (LENS, LOUVERS, ETC)	FIXTURE DESCRIPTION	MANUFACTURER & SERIAL NUMBER	NOTES
				QTY	WATTS	TYPE				
A1	2'X4' DIRECT-INDIRECT TROFFER	RECESSED/LAY-IN	120 V	3	32 W	3500K F32T8 OR LED	OPAL LENS OVERLAY, PERFORATED METAL CENTER BASKET	WHITE PAINTED UPPER REFLECTORS	FOCAL POINT LUNA SERIES, LITHOINIA AVANTE SERIES, OR LITHONIIA 2RTLED MULTI-LEVEL SWITCHING, INBOARD-OUTBOARD SWITCHING	
A5	2' X4' LENSED TROFFER	RECESSED/LAY-IN	120 V	3	32 W	3500K F32T8 OR LED	PATTERN 12 LENS 0.125" MIN THICK PRISMATIC ACRYLIC	2' X 4' LENSED TROFFER EMERGENCY	LITHONIA SP SERIES OR 2TLED SERIES	
A6	2'X4' DIRECT-INDIRECT SURFACE TROFFER	SURFACE	120 V	3	32 W	3500K F32T8 OR LED	DIFFUSER	WHITE PAINTED UPPER REFLECTORS	LITHONIA 2RT8SX OR 2RTLX SERIES	
D	6" LED DOWNLIGHT	RECESSED	120 V	1	32 W	32-35W LED, 3000K, 2200 LUMENS	OPEN APERTURE	6" APERTURE DOWNLIGHT	LITHONIA EVO SERIES OR LIGHTING SCIENCE GLIMPSE SERIES	
D3	6" LED DOWNLIGHT - SHOWER LIGHT	RECESSED	120 V	1	25 W	REPLACEABLE LED KIT	REGRESSED DIFFUSING LENS-FROST OR SOLITE	WET LOCATION DOWNLIGHT	HALO H7 SERIES HSG, 1200 SERIES MODULE, 493HS06 TRIM OR LITHONIA VERSI LITE SERIES	
E1	SINGLE SIDED EDGE LIT LED EXIT SIGN	UNIVERSAL	120 V	1	1 W	LED	RED OPTICAL DIFFUSER	MATTE WHITE ALUMINUM HOUSING, MYLAR AND ACRYLIC FACE	LITHONIA LRP-EL-N SERIES	
E2	DOUBLE SIDED EDGE LIT LED EXIT SIGN	UNIVERSAL	120 V	1	1 W	LED	RED OPTICAL DIFFUSER	MATTE WHITE ALUMINUM HOUSING, MYLAR AND ACRYLIC FACE	LITHONIA LRP-EL-N SERIES	
E3	EXIT SIGN	UNIVERSAL	120 V	1	1 W	LED	RED OPTICAL DIFFUSER	MATTE WHITE CAST ALUMINUM HOUSING STENCIL FACE LETTERS INVISIBLE CHEVRON ARROW KNOCKOUTS VANDAL-RESISTANT SHIELD CONNECT TO EMERGENCY GENERATOR	LITHONIA LE SERIES DUAL-LITE SEMPRA SERIES	
F	APPARATUS BAY CEILING FAN	CEILING - STEM LENGTH TBD	120 V	0	0 W	N/A	N/A		NICOR 56INDWH INDUSTRIAL OR WESTINGHOUSE 7861400 SERIES WITH WALL SPEED CONTROL	
F2	CEILING FAN	FLUSH MOUNT	120 V	0	0 W	N/A	N/A		MODERN FAN 6550 SERIES, CONTROLLER - PROVIDE WALL CONTROL FOR FAN SPEED CONTROL	
G	4' UTILITY STRIP, WIRE GUARD	SURFACE	120 V	2	32 W	T8 3500K	N/A		LITHONIA C SERIES WITH WIRE GUARD, SIMKAR CH-232-B11-UNV/WG240, DAYBRITE T, METALUX SS, WILLIAMS 76, COLUMBIA CS	
G5	DIRECT-INDIRECT PENDANT - DAYROOM	PENDANT MTD	120 V	2	32 W	T8 3500K	FULLY PERFORATED BOTTOM SHIELD	EXTRUDED ALUMINUM, WHITE FINISH	PEERLESS CERRA 10 SERIES	
G7	4' WALL MOUNTED LED STRIP LIGHT	WALL MTD	120 V	0	0 W	LED	DIFFUSE LENS		LITHONIA Z LED SERIES	
G8	4' UTILITY STRIP LIGHT	SURFACE	120 V	2	32 W	T8 3500K OR LED	N/A		LITHONIA C SERIES WITH WIRE GUARD OR Z-LED SERIES; ALTERNATE LITHONIA PROTEON LED HIGH BAY (ONE PER FOUR 4' STRIPLIGHTS)	
XA	30' POLE MTD LED AREA LIGHT	30' ALUMINUM POLE	120 V	1	250 W	LED	TYPE IV, FORWARD THROW		LITHONIA DSX1 LED SERIES	
XA1	30' POLE MTD LED AREA LIGHT	30' ALUMINUM POLE	120 V	1	250 W	LED	TYPE II, ROADWAY DISTRIBUTION		LITHONIA DSX1 LED SERIES	
XB	BOLLARD AREA LIGHT	GRADE MTD	120 V	1	0 W	LED		BOLLARD AREA LIGHT	RAB BLED20Y SERIES	
XC	DECORATIVE CEILING FIXTURE - ENTRY	SURFACE - CLG	120 V	1	0 W	LED			TO BE SELECTED: LITHONIA VGR4C SERIES	
XD	EXTERIOR DOWNLIGHT	RECESSED	120 V	1	0 W	LED			LITHONIA EVO SERIES	
XD1	EXTERIOR WALLWASHER	RECESSED	120 V	1	0 W	LED			LITHONIA EVO LW SERIES	
XD2	EXTERIOR SOFFIT MOUNTED AREA LIGHT	RECESSED	120 V	1	0 W	LED			LITHONIA INCITO SERIES ACCENT LIGHT	
XW	EXTERIOR WALL MTD AREA LIGHT	WALL MTD ABOVE GARAGE DOORS	120 V	1	47 W	LED, 3500K	TYPE 4 / FORWARD THROW DISTRIBUTION	20 LED TWO ENGINE WALL SCONCE	LITHONIA WSR SERIES	

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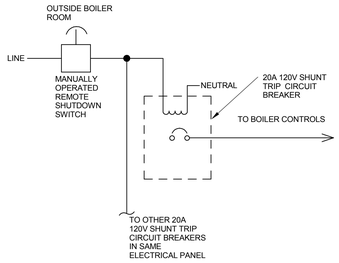
ELECTRICAL LUMINAIRE SCHEDULES

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GENERAL NOTES

A. PROVIDE MANUALLY OPERATED REMOTE SHUTDOWN SWITCH. SWITCH SHALL BE NORMALLY OPEN RED MUSHROOM TYPE PUSH BUTTON.

B. LOCATE SWITCH AT BOILER ROOM DOOR AND LABEL "EMERGENCY BOILER SHUTDOWN."

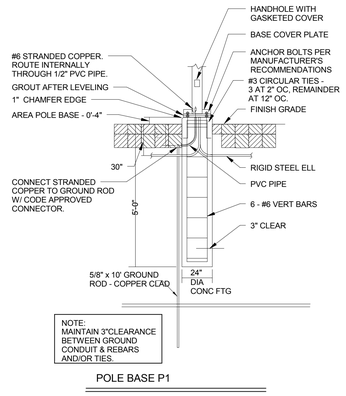
C. PROVIDE POLYCARBONATE PROTECTIVE COVER WITH LOCAL BATTERY OPERATED AUDIBLE ALARM SIMILAR TO STI UNIVERSAL STOPPER STI-13 SERIES.

D. SWITCH SHALL RELEASE SHUNT TRIP BREAKER(S) FEEDING WATER HEATERS/BOILERS AND SHALL DISABLE ALL BOILER CONTROLS.

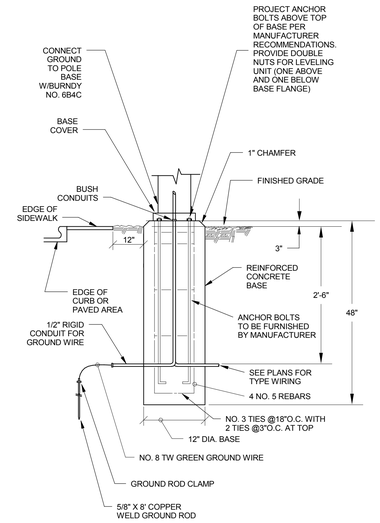
E. EXCEPTION: NOT REQUIRED FOR SINGLE HOT WATER BOILERS W/RATED INPUT OF LESS THAN 400,000 BTH/HR (117 KW).

F. PROVIDE TWO SWITCHES IF ROOM IS GREATER THAN 500 SQUARE FEET.

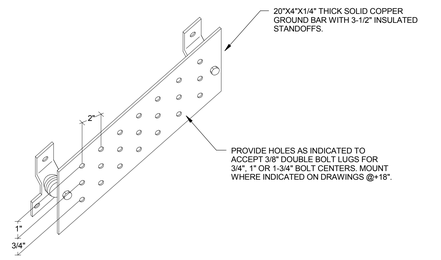
7 E601 BOILER/WATER HEATER REMOTE SHUTOFF DETAIL
Not To Scale



1 E601 LIGHT POLE BASE DETAIL
3/16" = 1'-0"



2 E601 BOLLARD BASE DETAIL
1/8" = 1'-0"



3 E601 GROUND BAR - LARGE
1/8" = 1'-0"

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Fire Station #2

Project Timeline

August 2006

Space Needs Analysis

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).

July 2012

Surplus City Owned Land

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.

November 2013

Schematic Design

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. 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).

August 2014

Final Design & Specifications

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. Value exists in completing this step now, rather waiting for a development proposal/purchase agreement to be presented to the City Council for the old municipal center site (timing purposes). 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.

January 08 2015 — **Public Open House**

January 13 2015 — **City Council Update: Review Final Design & Updated Budget**
City Council: Consider Approving Site Plan Application (separate case)

January 14 2015 — **Fire Department Update: Review Final Design**

January 27 2015 — **City Council: Consider Letting Bid**

February 26 2015 — **Bids Due**

March 10 2015 — **City Council: Consider Accepting Bids & Awarding Contract**

May 2016 2016 — **Project Completed**

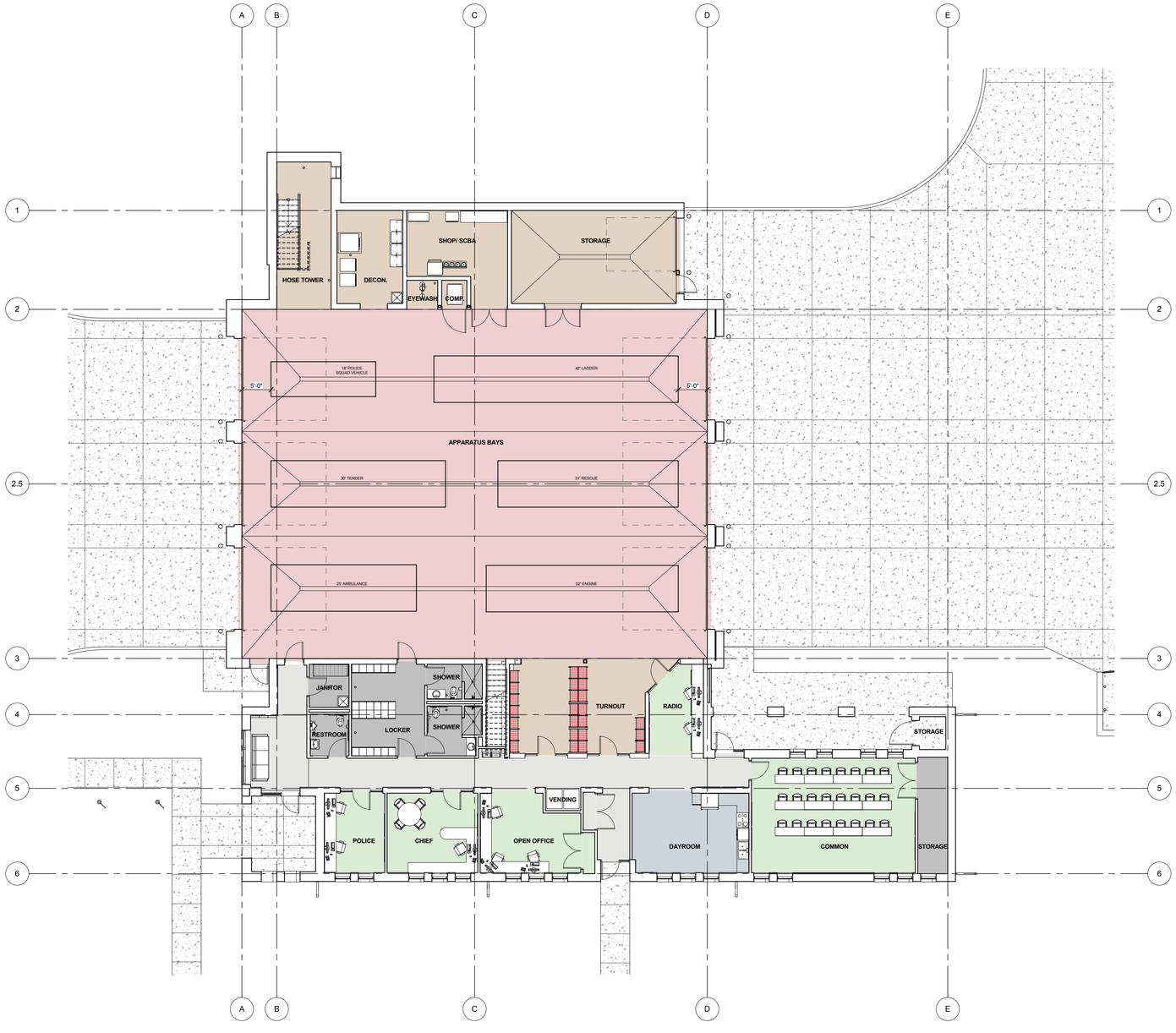


North

SITE PLAN

Ramsey Fire Station No. 2

Ramsey, MN *1-8-2015*

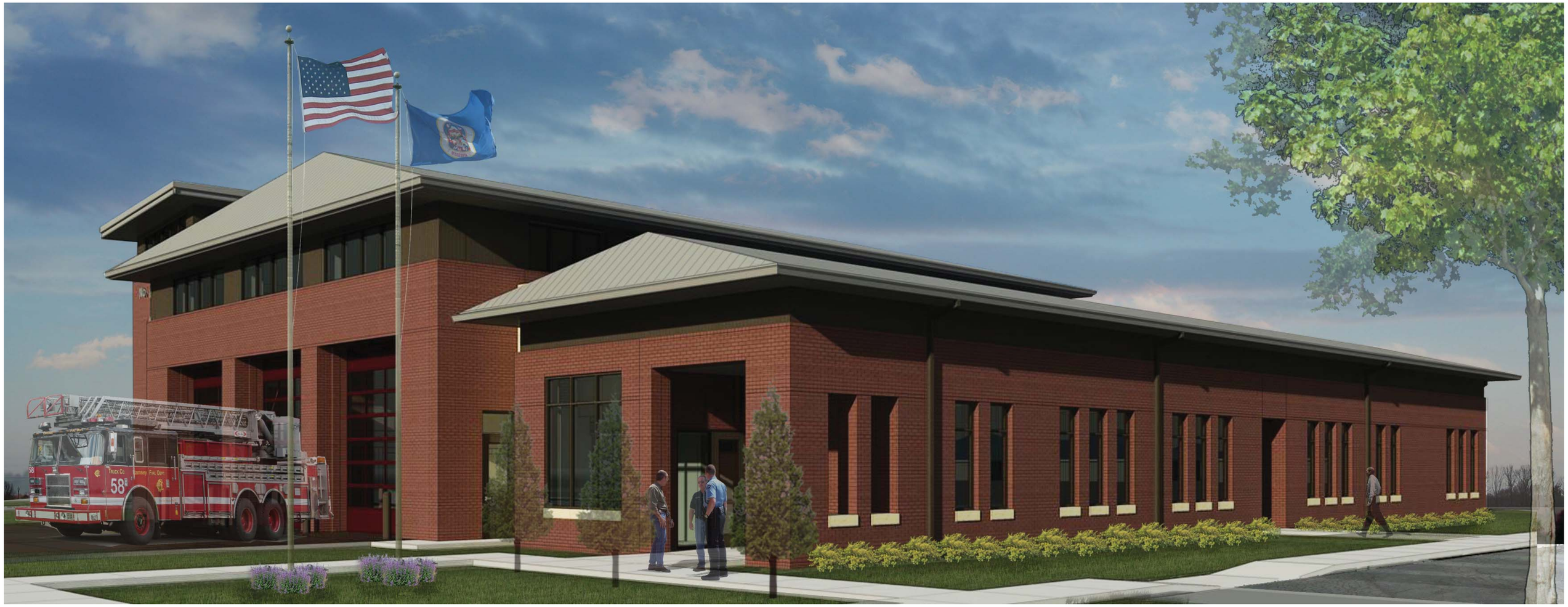


North

FLOOR PLAN

Ramsey Fire Station No. 2

Ramsey, MN *1-8-2015*



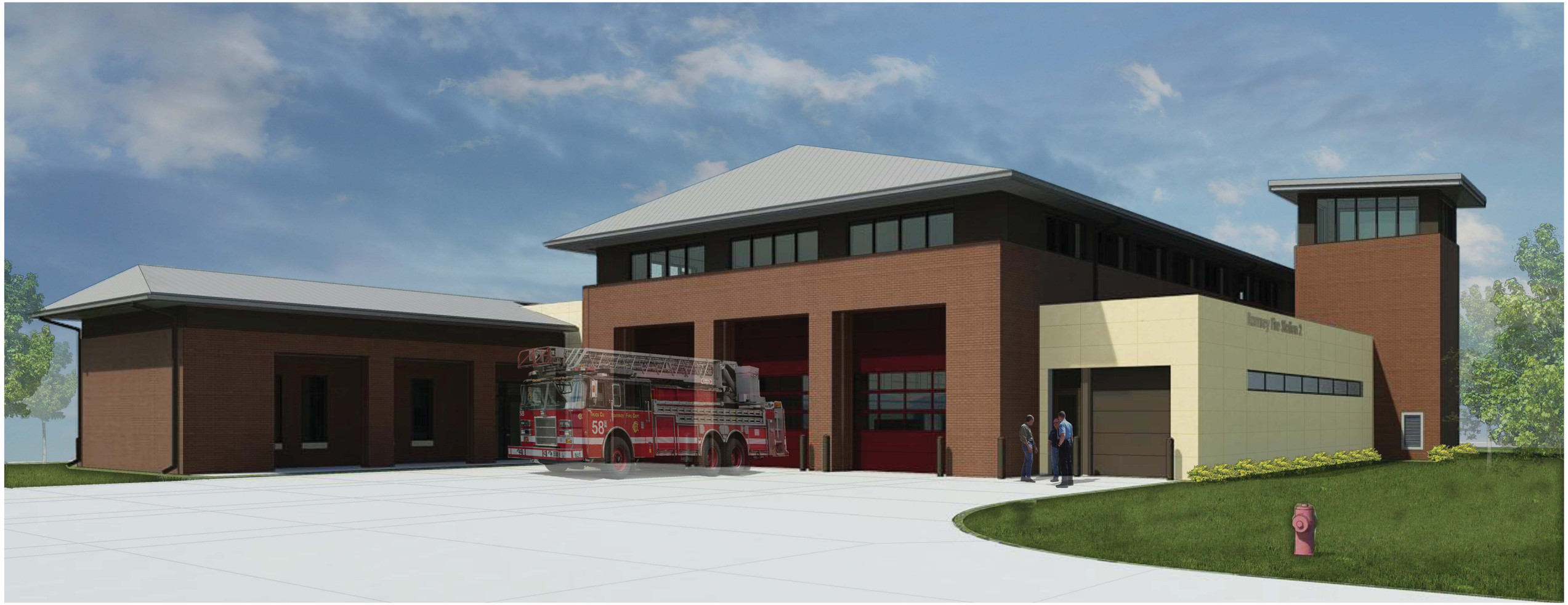
SOUTHWEST PERSPECTIVE

Ramsey Fire Station No. 2

Ramsey, MN *1-8-2015*

City of RAMSEY

BKV GROUP



NORTHEAST PERSPECTIVE

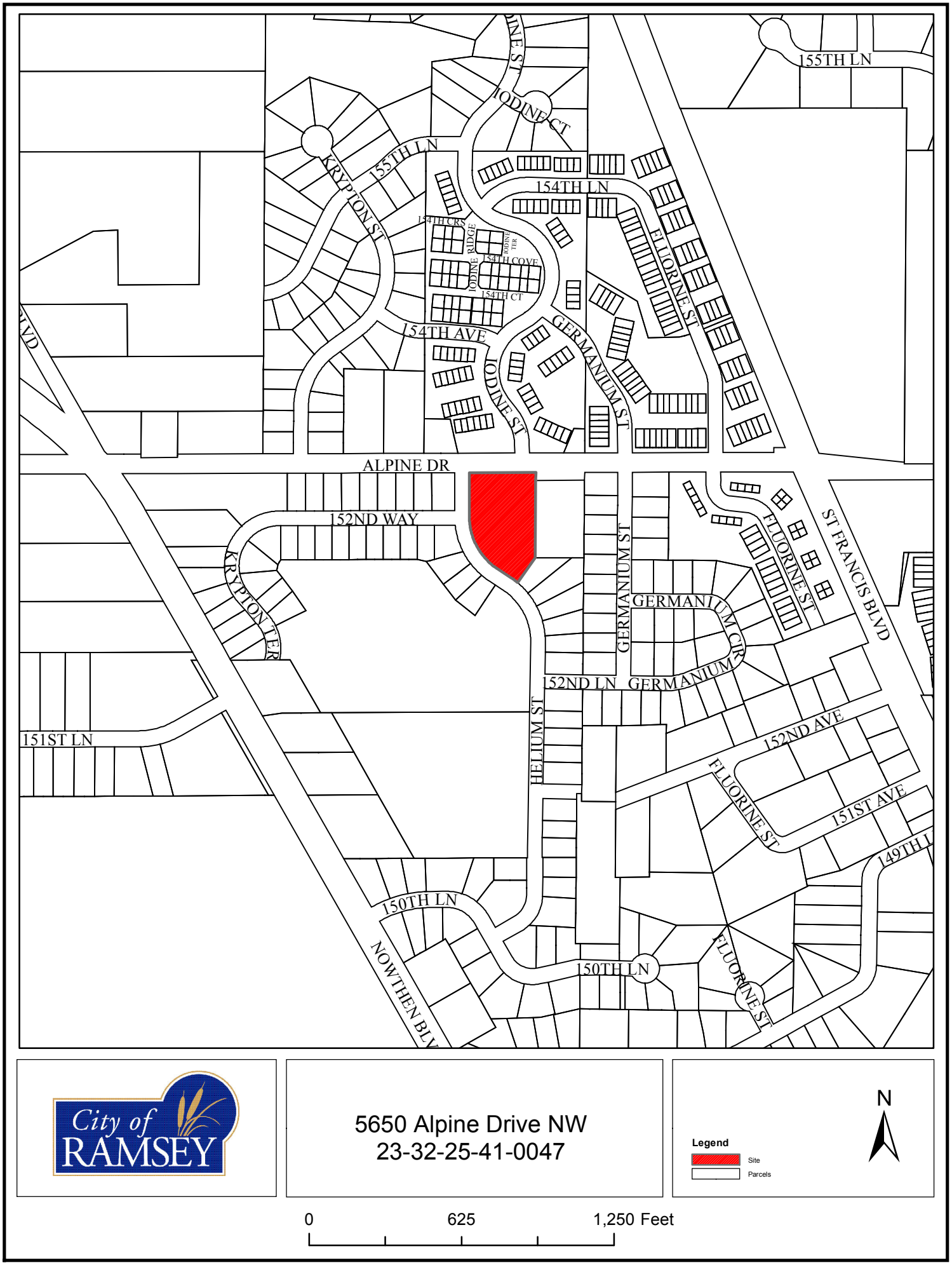
Ramsey Fire Station No. 2

Ramsey, MN *1-8-2015*

City of RAMSEY

BKV GROUP




155TH LN
IODINE CT
KRYPTON ST
155TH LN
154TH LN
154TH CRS
IODINE RIDGE
IODINE TER
154TH COVE
IODINE CT
FLUORINE ST
154TH AVE
IODINE ST
GERMANIUM ST
ALPINE DR
152ND WAY
KRYPTON TER
GERMANIUM ST
GERMANIUM CIR
FLUORINE ST
ST FRANCIS BLVD
152ND LN
GERMANIUM
151ST LN
HELIUM ST
152ND AVE
FLUORINE ST
151ST AVE
149TH L
150TH LN
NOWTHEN BLV
150TH LN
FLUORINE ST
City of RAMSEY
5650 Alpine Drive NW
23-32-25-41-0047
Legend
Site
Parcels
N
0
625
1,250 Feet

Comparison Overview

Fire Station #1 and Fire Station #2

STAFF COMMENTS:

SIMILARITIES

- Both will have the ability to act independently in the event of an emergency.
- Both will include the following general components:
  - Fire Engine
  - Tanker/Tender Truck
  - Grass Truck
  - Rescue Truck
  - Hose Tower

    The purpose of a hose tower is to allow space for equipment (mainly fire hoses) to properly dry out after use. Not properly drying hoses causes mold build up and faster decay of hose cloth. Not having a hose tower at each location will result in higher personnel costs and operational inefficiencies (in comparison to having separate towers). Hose towers are standard for all modern fire department facilities.

DIFFERENCES

- Fire Station #1
  - Designed as center point of all Fire Department operations and training (for all three stations)
  - Includes a large training space/conference room and a large/full sized kitchen
  - Includes significant office space for Fire Chief, Marshal and future staff.
  - Includes a water rescue unit/boat.
  - Includes 2 full bays.

- Fire Station #2
  - Not designed as center point of all Fire Department operations and training.
  - Includes a satellite police office and garage stall for a squad car (reduce PD response times).
  - Includes a satellite Allina ambulance garage stall (reduce response times).
  - Small kitchen, small training room, small office space.
  - Includes ladder truck.
  - Includes 3 full bays.

BKV COMMENTS:

Ramsey Fire Station No. 2 Space Needs Program

prepared by BKV Group

COMMISSION NO: 1937.01

August 1, 2014

Areas are net interior square footage

	Proposed Station No. 2	Existing Station No. 1	comments
Office / Training Areas			
Training Room	700	1540	area includes storage
Living Areas			
Kitchen / Dayroom	300	364	
Apparatus Bays			
Apparatus Bays	4800	3,338	Existing station is equivalent to approximately 2 full bays, the proposed station is 3 bays
Apparatus Bay Support			
Turnout Gear Area	386	375	
Hose Tower	160	168	

TABLE OF CONTENTS

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General Obligation Fire Station Bonds, Series 2015
Illustration: 20 Years (Capitalized Interest)
Preliminary as of July 16, 2014
(AA+ / BQ / 8 Yr Optional Call)

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SOURCES AND USES OF FUNDS

City of Ramsey, MN
General Obligation Fire Station Bonds, Series 2015
Illustration: 20 Years (Capitalized Interest)
Preliminary as of July 16, 2014
(AA+ / BQ / 8 Yr Optional Call)

Dated Date	06/01/2015
Delivery Date	06/01/2015

Sources:	
Bond Proceeds:	
Par Amount	4,035,000.00
	4,035,000.00

Uses:	
Project Fund Deposits:	
Project Fund	3,769,500.00
Other Fund Deposits:	
Capitalized Interest	164,328.75
Cost of Issuance:	
Other Cost of Issuance	100,875.00
Other Uses of Funds:	
Additional Amount Available	296.25
	4,035,000.00

BOND DEBT SERVICE

City of Ramsey, MN
General Obligation Fire Station Bonds, Series 2015
Illustration: 20 Years (Capitalized Interest)
Preliminary as of July 16, 2014
(AA+ / BQ / 8 Yr Optional Call)

Period Ending	Principal	Coupon	Interest	Debt Service	Bond Balance	Total Bond Value
12/01/2015					4,035,000	4,035,000
12/01/2016			164,328.75	164,328.75	4,035,000	4,035,000
12/01/2017	175,000	0.750%	109,552.50	284,552.50	3,860,000	3,860,000
12/01/2018	175,000	1.100%	108,240.00	283,240.00	3,685,000	3,685,000
12/01/2019	180,000	1.400%	106,315.00	286,315.00	3,505,000	3,505,000
12/01/2020	180,000	1.700%	103,795.00	283,795.00	3,325,000	3,325,000
12/01/2021	185,000	1.950%	100,735.00	285,735.00	3,140,000	3,140,000
12/01/2022	185,000	2.150%	97,127.50	282,127.50	2,955,000	2,955,000
12/01/2023	190,000	2.300%	93,150.00	283,150.00	2,765,000	2,765,000
12/01/2024	195,000	2.450%	88,780.00	283,780.00	2,570,000	2,570,000
12/01/2025	200,000	2.650%	84,002.50	284,002.50	2,370,000	2,370,000
12/01/2026	205,000	2.850%	78,702.50	283,702.50	2,165,000	2,165,000
12/01/2027	210,000	2.950%	72,860.00	282,860.00	1,955,000	1,955,000
12/01/2028	220,000	3.050%	66,665.00	286,665.00	1,735,000	1,735,000
12/01/2029	225,000	3.150%	59,955.00	284,955.00	1,510,000	1,510,000
12/01/2030	230,000	3.250%	52,867.50	282,867.50	1,280,000	1,280,000
12/01/2031	240,000	3.350%	45,392.50	285,392.50	1,040,000	1,040,000
12/01/2032	245,000	3.450%	37,352.50	282,352.50	795,000	795,000
12/01/2033	255,000	3.550%	28,900.00	283,900.00	540,000	540,000
12/01/2034	265,000	3.650%	19,847.50	284,847.50	275,000	275,000
12/01/2035	275,000	3.700%	10,175.00	285,175.00		
	4,035,000		1,528,743.75	5,563,743.75		

NET DEBT SERVICE

City of Ramsey, MN
General Obligation Fire Station Bonds, Series 2015
Illustration: 20 Years (Capitalized Interest)
Preliminary as of July 16, 2014
(AA+ / BQ / 8 Yr Optional Call)

Period Ending	Principal	Coupon	Interest	Total Debt Service	Capitalized Interest	Net Debt Service	Annual Net D/S
06/01/2016			109,552.50	109,552.50	(109,552.50)		
12/01/2016			54,776.25	54,776.25	(54,776.25)		
06/01/2017			54,776.25	54,776.25		54,776.25	
12/01/2017	175,000	0.750%	54,776.25	229,776.25		229,776.25	284,552.50
06/01/2018			54,120.00	54,120.00		54,120.00	
12/01/2018	175,000	1.100%	54,120.00	229,120.00		229,120.00	283,240.00
06/01/2019			53,157.50	53,157.50		53,157.50	
12/01/2019	180,000	1.400%	53,157.50	233,157.50		233,157.50	286,315.00
06/01/2020			51,897.50	51,897.50		51,897.50	
12/01/2020	180,000	1.700%	51,897.50	231,897.50		231,897.50	283,795.00
06/01/2021			50,367.50	50,367.50		50,367.50	
12/01/2021	185,000	1.950%	50,367.50	235,367.50		235,367.50	285,735.00
06/01/2022			48,563.75	48,563.75		48,563.75	
12/01/2022	185,000	2.150%	48,563.75	233,563.75		233,563.75	282,127.50
06/01/2023			46,575.00	46,575.00		46,575.00	
12/01/2023	190,000	2.300%	46,575.00	236,575.00		236,575.00	283,150.00
06/01/2024			44,390.00	44,390.00		44,390.00	
12/01/2024	195,000	2.450%	44,390.00	239,390.00		239,390.00	283,780.00
06/01/2025			42,001.25	42,001.25		42,001.25	
12/01/2025	200,000	2.650%	42,001.25	242,001.25		242,001.25	284,002.50
06/01/2026			39,351.25	39,351.25		39,351.25	
12/01/2026	205,000	2.850%	39,351.25	244,351.25		244,351.25	283,702.50
06/01/2027			36,430.00	36,430.00		36,430.00	
12/01/2027	210,000	2.950%	36,430.00	246,430.00		246,430.00	282,860.00
06/01/2028			33,332.50	33,332.50		33,332.50	
12/01/2028	220,000	3.050%	33,332.50	253,332.50		253,332.50	286,665.00
06/01/2029			29,977.50	29,977.50		29,977.50	
12/01/2029	225,000	3.150%	29,977.50	254,977.50		254,977.50	284,955.00
06/01/2030			26,433.75	26,433.75		26,433.75	
12/01/2030	230,000	3.250%	26,433.75	256,433.75		256,433.75	282,867.50
06/01/2031			22,696.25	22,696.25		22,696.25	
12/01/2031	240,000	3.350%	22,696.25	262,696.25		262,696.25	285,392.50
06/01/2032			18,676.25	18,676.25		18,676.25	
12/01/2032	245,000	3.450%	18,676.25	263,676.25		263,676.25	282,352.50
06/01/2033			14,450.00	14,450.00		14,450.00	
12/01/2033	255,000	3.550%	14,450.00	269,450.00		269,450.00	283,900.00
06/01/2034			9,923.75	9,923.75		9,923.75	
12/01/2034	265,000	3.650%	9,923.75	274,923.75		274,923.75	284,847.50
06/01/2035			5,087.50	5,087.50		5,087.50	
12/01/2035	275,000	3.700%	5,087.50	280,087.50		280,087.50	285,175.00
	4,035,000		1,528,743.75	5,563,743.75	(164,328.75)	5,399,415.00	5,399,415.00

BOND SUMMARY STATISTICS

City of Ramsey, MN
General Obligation Fire Station Bonds, Series 2015
Illustration: 20 Years (Capitalized Interest)
Preliminary as of July 16, 2014
(AA+ / BQ / 8 Yr Optional Call)

Dated Date	06/01/2015
Delivery Date	06/01/2015
First Coupon	06/01/2016
Last Maturity	12/01/2035
Arbitrage Yield	2.568566%
True Interest Cost (TIC)	3.040774%
Net Interest Cost (NIC)	3.084788%
All-In TIC	3.294938%
Average Coupon	3.084788%
Average Life (years)	12.282
Weighted Average Maturity (years)	12.282
Par Amount	4,035,000.00
Bond Proceeds	4,035,000.00
Total Interest	1,528,743.75
Net Interest	1,528,743.75
Bond Years from Dated Date	49,557,500.00
Bond Years from Delivery Date	49,557,500.00
Total Debt Service	5,563,743.75
Maximum Annual Debt Service	286,665.00
Average Annual Debt Service	271,402.13

Bond Component	Par Value	Price	Average Coupon	Average Life	Average Maturity Date	Duration	PV of 1 bp change
Serial Bonds	4,035,000.00	100.000	3.085%	12.282	09/11/2027	10.159	3,945.95
	4,035,000.00			12.282			3,945.95

	TIC	All-In TIC	Arbitrage Yield
Par Value	4,035,000.00	4,035,000.00	4,035,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		(100,875.00)	
- Other Amounts			
Target Value	4,035,000.00	3,934,125.00	4,035,000.00
Target Date	06/01/2015	06/01/2015	06/01/2015
Yield	3.040774%	3.294938%	2.568566%

Draft Fire Station #2 Project Budget

Construction Costs		
Construction	$	3,180,000.00
Data / Telecom wiring	$	50,000.00
Construction contingency	$	160,000.00
Total Construction Costs	$	3,390,000.00

Soft Costs		
A/E Fees	$	171,000.00
Additional CA, weekly meetings and field reports	$	16,000.00
Reimbursable Expenses	$	6,000.00
FF&E (Furniture, Fixtures and equipment)	$	160,000.00
SAC / WAC (sewer and water connection fees)	$	30,000.00
Plan review fee	$	15,000.00
Testing (construction)	$	70,000.00
Bid document printing	$	60,000.00
General Project Contingency	$	50,000.00
Total Soft Costs	$	578,000.00

Sub Total	**$**	**3,968,000.00**

Financing Costs *(to be updated, not final)*		
Capitalized Interest 2015	$	175,000.00
Debt Issuance Costs	$	11,000.00
Other	$	296.25
Total Financing Costs	$	186,296.25

Total Project Costs	**$**	**4,154,296.25**

This is the amount the City would bond.

BKV
GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

Boarman
Kroos
Vogel
Group
Inc.

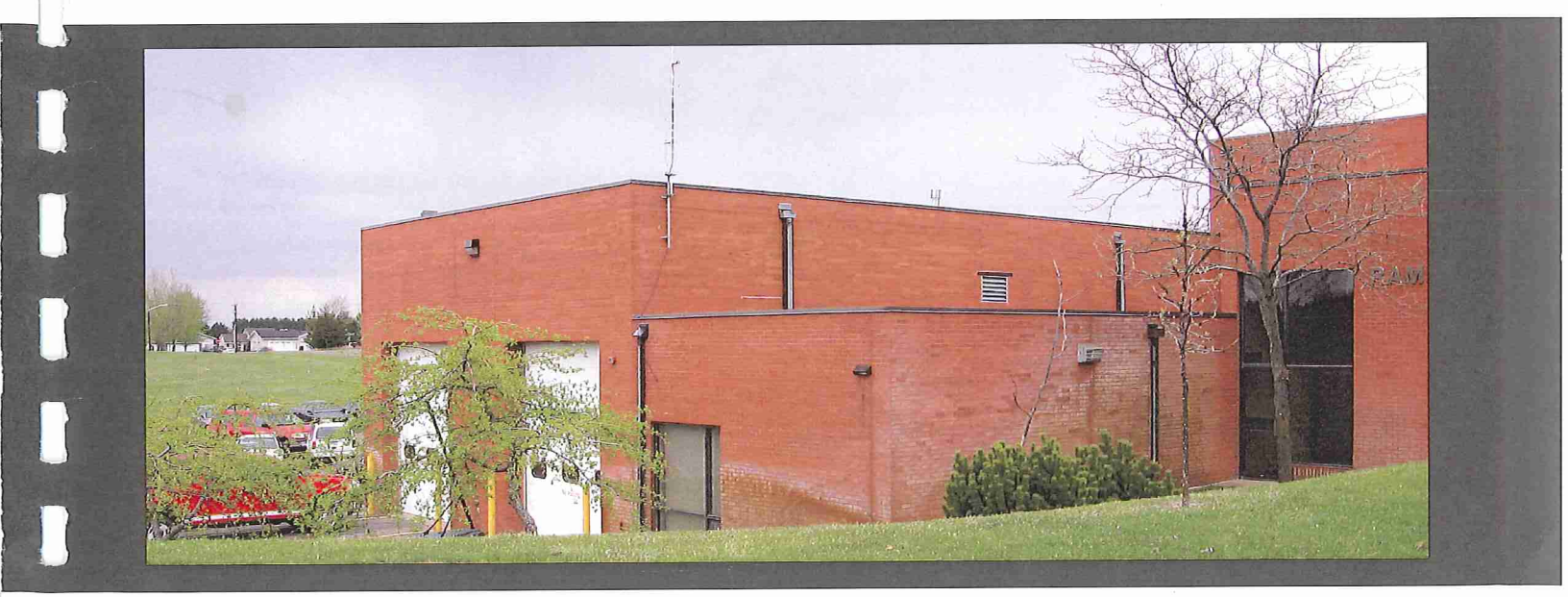
Contact: Ted Redmond, AIA
222 North Second Street
Minneapolis, MN 55401
Phone: 612.339.3752
Facsimile: 612.339.6212
www.bkvgroup.com
August 8, 2006

Feasibility Report

Ramsey Fire Station No. 2 Replacement

15153 Nowthen Boulevard NW
Ramsey, Minnesota 55303

Commission 1272.05



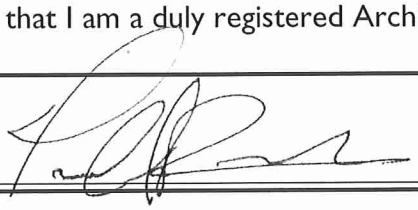
BKV GROUP

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Certification

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly registered Architect under the laws of the State of Minnesota

Signed: 

Ted Redmond

Date: 8/8/06 Registration Number: 24239

BKV GROUP

Executive Summary

The BKV Group team was directed to study concerns related to the replacement of the existing Fire Station number 2 located at the existing Ramsey City Hall site. This replacement facility study was to include an assessment of the proposed location for a new replacement fire station to determine the appropriateness of the site area and configuration, as well as the feasibility of locating a new communications tower for Anoka County on, or adjacent to the site. Additionally, the study was to investigate stabilization needs associated with continued usage of the existing City Hall building for temporary continued use for fire station only functions for an assumed five year period. The report was to contain three fire station options to meet long and short-term fire station needs. These three options include:

1. The first option is to utilize existing spaces used by the fire department and vacate city hall portion (use for storage, training, etc.). the goal is keep the building in operation for another 5-10 years until a new fire station is built. The repair, updating, and replacement of building components would be required.

2. The second option is to demolish the city hall portion of the building. Rerouting/relocating existing systems, and providing new systems would be required to serve the remaining fire station program spaces.

3. The third option is to completely demolish the existing building. A new fire station would be built on an adjacent site.

Finally, this replacement study was to develop preliminary project budget projections for the three options and compare the options to assist the city in deciding on appropriate project approach.

Needs Assessment:

This replacement study has assumed an overall replacement fire station program of approximately 9,776 square feet including three "drive-thru" apparatus bays, expandable to ~~three~~ four. Prior to the execution of any construction or renovation effort, BKV Group recommends a detailed space needs assessment be conducted to validate the total square footage required to meet the replacement fire station needs adequately.

Overview of Preliminary Building Audit

The report included in section 3 of this report records observations of capital maintenance and capital improvement needs associated with a temporary re-use of the existing fire station/ city hall structure. These needs are included in the project cost estimates for Option 1 and Option 2 in this feasibility report. Work scope anticipated with stabilization only is included in each option. The existing conditions were reviewed for preliminary work scope related to Options I and II. Work scope identified for Option I relates primarily to building stabilization for a five year occupancy design period, while Option II work scope includes modifications related to partial demolition of building while maintaining utility connections and mechanical and electrical system functionality

Temporary Re-Use Options

Options included in section 4 of this report illustrate alternative approaches for temporary re-use of the existing City Hall / Fire Station structure for fire only operations. Option 1 investigates stabilization of the existing structure leaving the entire existing building extent in place and re-using only those portions of the building which are necessary for Fire Station uses. Option 2 investigates partial demolition of the existing City Hall, leaving only those spaces which can be successfully re-used for Fire Station uses and constructing a new exterior parameter as appropriate. Each option assumes partial re-use of the existing Police Station for vehicle and equipment storage in the lower level squad garage area. Neither option is intended for long-term occupancy beyond 5 to 10 years and assume construction of a new replacement fire station within that timeframe.

Preliminary Concept Floor Plan

Through this feasibility effort, preliminary concept floor plans were established. The intent of these preliminary concept floor plans was to determine overall facility scope and configuration potentials. This information was then

used for the investigation of multiple site configurations in the Site Assessment section of this report. The plan diagram provided in section 5 of this report represents the preferred preliminary floor plan, however, it should be noted that a detailed programming and schematic design effort will be required in order to develop a final concept plan for a new replacement fire station. Additional concept plans are provided in the appendix of this report.

Site Assessment and Concept Site Plan

The proposed site is to include the Replacement fire station as well as a proposed communications tower supporting Anoka County 800 mhz dispatching communications. Information related to the communications tower requirements and design criteria were based on numerous reviews with John Tonding of Anoka County and reviewed with Connexus in conjunction with the adjacent Connexus power sub-station located to the East of the site.

Multiple site concept plans were developed to explore a range of site development concepts including fire station location, site access, and communication tower locations. The site concept plans are based on preliminary building concept plan options included in Appendix B of this report. The concept site plan included in section 6 of this report illustrates the recommended site concept, however, further development should be required in the Schematic Design Phase of a replacement fire station project. Through these preliminary site concept explorations, the design team and Fire Department believe the site to be adequately sized and configured for reasonable flexibility and some future expansion for additional apparatus bays. The final location of the communications tower requires final coordination and agreement by Connexus, Anoka County, and the City of Ramsey, however, preliminary tower locations appear to be compatible with the proposed fire station use and anticipated site configuration.

Option Cost Estimates

The estimates included in section 7 of this report outline the costs associated with the re-use concepts Option 1 and Option 2 and replacement fire station Option 3 and were prepared by BKV Group based on the enclosed plan concept document. Estimates should be considered as comparative only, final project budgets should be established following more detailed Schematic Design efforts for any of the options explored in this report, comparisons of overall project scope, however, may be made with these figures as project assumptions have been kept consistent.

The Preliminary Project estimates are as follows:

Initial Project Option Costs

	Construction Cost	"Soft Costs" / Contingency	Total Project Cost
Option 1- Stabilization	$270,000	$82,262	$352,262
Option II – Partial Demo	$621,220	$196,345	$817,565
Option III – New Construction	$1,781,640	$626,353	$2,407,993

Project Cost Comparison

Options I and II above each assume the construction of a new replacement fire station within five to eight years. As such, a comparison to overall project feasibility should include an assessment of initial option costs (as outlined above) as well as total project costs which include new construction costs and inflation costs over time. The following assume a five year delay prior to construction of a new replacement fire station for Options I and II and compare those total project costs against new construction for Option III in 2007

	Initial Project Scope	New Construction	New Construction Inflation to 2012	Total Project
Option I	$352,262	$2,407,993	$638,883	$3,399,141
Option II	$817,565	$2,407,993	$638,883	$3,864,444
Option III	$0	$2,407,993	$0	$2,407,993

As outlined above, Options I and II have higher long-term project costs, with Option I totaling 41% more total project costs and Option II totaling 60% more total project costs then Option III.

Next Steps

Replacement Fire Station Site

The preliminary site assessment executed in this Fire Station Replacement study clearly indicates overall feasibility of the proposed site for the replacement fire station. Detailed coordination of the exact radio tower location and legal agreements between the City of Ramsey, Anoka County, and Connexus are required to finalize site ownership, configuration, and access easements necessary to assure appropriate operations for all three organizations. The City should engage a Geotechnical Engineer to provide preliminary soils investigations to validate normal soils conditions which are assumed in this report.

Detailed Fire Station Programming

Prior to the execution of any construction or renovation effort, BKV Group recommends a detailed space needs assessment be conducted to validate the total square footage required to meet the replacement fire station needs adequately.

Temporary Re-Use of Existing City Hall

The three options explored through this study process indicate three viable short and long term solutions to meet the fire station needs. As all three options ultimately require the construction of a new replacement fire station the primary differences between the three options are based on total project costs balanced against short-term capital expenditure and cash flow considerations. As options I and II are both anticipated to be short-term options only with a similar five year service period anticipated, Option II is not recommended for implementation as it's higher short-term expenses are not anticipated to provide significant functional advantages for temporary fire station uses.

The remaining options may be considered to be a selection between an option with the minimum short-term cash flow impact with a higher long-term project cost (Option I) and the highest short-term cash flow impact with the lowest possible total long-term project cost (Option III). To compare the fiscal appropriateness of Options I and III, BKV Group recommend the City of Ramsey study bonding capacities and costs for each option including inflation costs and determine the actual five to ten year cash flow impact of each option.

The City should review security, accessibility and maintenance concerns and needs associated with allowing use of portions of the existing facilities for community meetings and community group access if any re-use option is selected.

BKV GROUP

Preliminary Audit of Existing Conditions

The following report records observations of capital maintenance and capital improvement needs associated with a temporary re-use of the existing fire station/ city hall structure. These needs are included in the project cost estimates for Option 1 and Option 2 in this feasibility report. Work scope anticipated with stabilization only is included in each option.

BKV GROUP

Preliminary Audit of Existing Conditions

There are three options in regards to the fire department's use of the existing city hall/fire station building.

4. The first option is to utilize existing spaces used by the fire department and vacate city hall portion (use for storage, training, etc.). the goal is keep the building in operation for another 5-10 years until a new fire station is built. The repair, updating, and replacement of building components would be required.

5. The second option is to demolish the city hall portion of the building. Rerouting/relocating existing systems, and providing new systems would be required to serve the remaining fire station program spaces.

6. The third option is to completely demolish the existing building. A new fire station would be built on an adjacent site.

The existing conditions were reviewed for preliminary work scope related to Options I and II. Work scope identified for Option I relates primarily to building stabilization for a five year occupancy design period, while Option II work scope includes modifications related to partial demolition of building while maintaining utility connections and mechanical and electrical system functionaility.

Option 1-Utilize Existing Spaces/Abandon City Hall Portion

Architectural Report

There is an economy in utilizing the existing spaces. If the action plan involves "abandoning" the existing City Hall portion of the facility, though somewhat unattractive it would be, that the city implement the following safety measures:

1. Remove all shrubbery from around the building – out 20'-0".
2. Install plywood over all glass windows & glass entries.
3. Install an 8'-0" high security fence around the perimeter of the building, 20'-0" to 30'-"back from the building.
4. Install Metal Halide Security lighting on 30"0" high utility poles around the perimeter, on night timers.

With this approach, the following maintenance work is suggested:

2012 1. Raise the grade in the rock mulched areas on the west side of the fire bays. An appropriate approach would be to use gravel to fill these beds, (holding the gravel down 1" at the back of the curb, and ramping up at least 4" to the exterior brick. A layer of 60 – 120 mil butyl rubber pond liner or similar WP membrane, (silicone it to the cleaned and dry wall & back of curb) should then be installed. Finally, new mulch should be used as cover.
2. Reset the two concrete splash blocks along the elevation noted above in item # 1, to drain to the pavement. (water issues)
3. Leave the cracks in the masonry (for now), truck-point later if interior leaks develop, or brick faces start to pop off, or bricks become dislodged in the wall.
2012 4. Have the west wall and a portion of the south west wall cleaned to remove efflorescence and mold & algae growth.
2012 5. Paint exterior of HM doors at apparatus bays.
2012 6. Paint exterior of Apparatus bay OH doors.
2006/2012 7. Caulk hole in brick masonry where radio antenna lead penetrates the exterior building envelope.
2012 - 8. Re-paint bollards
2006/2012 9. Replace the damaged door bottom sweep on the SW man door of the Apparatus bay.
2012 10. Remove and re-caulk control joints at perimeter of Apparatus Bay brick veneer.
11. Repair roof leak at apparatus bay. Verify leak

2008 12. Replace air conditioner condenser units.

Option 2-Demolish City Hall Portion

Architectural Report

Utilizing the existing fire station and demolishing the city hall portion of the building would enable the fire department to stay in service in its existing facility until a new station is constructed. The 4,831 square feet of spaces could be utilized in the same manner they are currently, save for a portion of the existing training room or break room which would need to be converted into a mechanical equipment room.

According to the applicable code regulations (IBC 2000) the remaining fire station facility would require only one exit out. The existing exit on the south side could be closed off (see below). The remaining facility would have three exits out.

The demolition of the 11,937 square feet of the existing city hall portion of the building would be architecturally straight forward. Demolition would occur on all portions from a line south of the training room, hose tower, and restrooms. New cladding would be required on the South side where adjoining walls would be removed. Either brick or an exterior insulation finishing system (eifs) would be appropriate. New cap flashing and a minimal amount of the existing brick wall would need to be reconstructed where portions of the wall overlap the existing wall.

Site work would need to be done on the south side of the remaining fire station portion of the building. The site would need to be regraded to ensure drainage away from the building and protect the footing from frost. The existing parking lot would be demolished and seeded or sodded as well.

As in the previous option, maintenance issues would need to be addressed in regards to the remaining fire station portion of the building. They are as follows:

1. Raise the grade in the rock mulched areas on the west side of the fire bays. An appropriate approach would be to use gravel to fill these beds, (holding the gravel down 1" at the back of the curb, and ramping up at least 4" to the exterior brick. A layer of 60 – 120 mil butyl rubber pond liner or similar WP membrane, (silicone it to the cleaned and dry wall & back of curb) should then be installed. Finally, new mulch should be used as cover.
2. Reset the two concrete splash blocks along the elevation noted above in item # 1, to drain to the pavement.
3. Leave the cracks in the masonry (for now), truck-point later if interior leaks develop, or brick faces start to pop off, or bricks become dislodged in the wall.
4. Have the west wall and a portion of the south west wall cleaned to remove efflorescence and mold & algae growth.
5. Paint exterior of HM doors at apparatus bays.
6. Paint exterior of Apparatus bay OH doors.
7. Caulk hole in brick masonry where radio antenna lead penetrates the exterior building envelope.
8. Re-paint bollards
9. Replace the damaged door bottom sweep on the SW man door of the Apparatus bay.
10. Remove and re-caulk control joints at perimeter of Apparatus Bay brick veneer.
11. Repair roof leak at apparatus bay.

Structural Report

Structurally the demolition of the city hall portion of the building is straight forward. The different portions of the building utilize separate structural systems at the demolition line as described. The footing along this wall would need to be protected from frost. This can be accomplished by regrading.

Mechanical Report

If the city is going to demolish the city hall portion of the building. The following renovation work is suggested:

1. Disconnect the mechanical services from the city hall that serve the fire station.
2. Demolish the mechanical systems within the city hall unless noted to be relocated below. The systems include but are not limited to the water service, gas-fired boiler heating system with backup fuel oil system, air handling system including the remote mounted condensing units and exhaust fans, plumbing systems serving the city hall, domestic water heaters and plumbing fixtures.
3. Convert a portion of the existing fire station training room or break room into a mechanical equipment room.
4. Disconnect the under floor sanitary service from the existing system in the city hall and reroute to the site sanitary main.
5. Relocate the water service from the onsite well and pressure tank to the fire station mechanical room.
6. Provide a 100 gallon, electric water heater in the fire station mechanical room for the laundry, shower and lavatories, utility sink and hose reel in the truck bay. Connect into the existing piping system.
7. Relocate the water softener to the fire station mechanical room and reconnect to the fire station plumbing system.
8. Provide a gas-fired, DX cooling rooftop unit to serve the occupied spaces in the fire station not including the truck bay. Connect to the existing ductwork.
9. Provide two gas-fired modular boilers in the fire station mechanical room to serve the perimeter finned tube radiation in the office areas and the horizontal unit heaters in the truck bay.

Electrical Report

If the city is to demolish the city hall portion of the building and keep the fire station portion, the following renovation work is required:

1. Replace existing panel in northeast corner of fire station building with a new 400A 208/120V 42 space panel with a service entrance rated main circuit breaker.
2. Remove existing feeder from city hall building to existing electrical panel.
3. Re-feed existing loads from old fire station panel to new panel.
4. Install new feeder from new panel to existing transformer on north side of existing fire station.
5. Provide power for new and relocated mechanical equipment from new panel.
6. Install new fire alarm system in fire station.
7. Install new telephone system in fire station.

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Temporary Re-Use Concept Options

The following options illustrate alternative approaches for temporary re-use of the existing City Hall / Fire Station structure for fire only operations. Option 1 investigates stabilization of the existing structure leaving the entire existing building extent in place and re-using only those portions of the building which are necessary for Fire Station uses. Option 2 investigates partial demolition of the existing City Hall, leaving only those spaces which can be successfully re-used for Fire Station uses and constructing a new exterior parameter as appropriate. Each option assumes partial re-use of the existing Police Station for vehicle and equipment storage in the lower level squad garage area. Neither option is intended for long-term occupancy beyond 5 to 10 years and assume construction of a new replacement fire station within that timeframe.

OWNER:	City of Ramsey	BKV GROUP	31-Jul-06
PROJ:	Ramsey Fire Station 2 Replacement		07-Jul-09
LOC.:	Ramsey, Minnesota	PROJ#__:	1572
TITLE:	PRELIMINARY CONCEPTUAL ESTIMATE	FILE#__:	

Concept Estimate - Option 3

New Construction

acres 5

NEW SQ FT	9,776
REMODEL SQ FT	0
AREA TO REMAIN	0
TOTAL SQ FT	9,776

DESCRIPTION	COST/ BUILDING	BUILDING SF	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		9,776	$0.97	$9,500	0.39%
LEGAL, FISCAL & ADMINISTRATIVE	$0				0.00%
SOIL BORINGS	$8,000				0.33%
SURVEY	$1,500				0.06%
CONSTRUCTION COSTS		9,776	$182.25	$1,781,640	73.99%
Building Demolition - Existing City Hall, Fire Station, Police St	$143,000				5.94%
Existing Site Repair (topography only, no fill)	$20,000				0.83%
New Site Costs	$250,000				10.38%
New Construction	$1,368,640				56.84%
FEES		9,776	$19.52	$190,862	7.93%
A/E DESIGN AND BIDDING FEES	$143,171				5.95%
CIVIL ENGINEERING	$14,000				0.58%
LANDSCAPE ARCHITECTURE	$8,000				0.33%
REIMBURSABLE EXPENSES	$7,874				0.33%
PLAN REVIEW FEES & PERMITS	$4,454				0.18%
SPECIAL INSPECTIONS AND TESTING	$13,362				0.55%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		9,776	$10.63	$103,905	4.31%
OFFICE FURNITURE ALLOWANCE*	$78,208				3.25%
KITCHEN EQUIPMENT ALLOWANCE**	$10,000				0.42%
LAUNDRY EQUIPMENT ALLOWANCE	$8,000				0.33%
FF&E DESIGN FEES	$7,697				0.32%
TECHNOLOGY		9,776	$0.82	$8,000	0.33%
DATA / TELEPHONE	$8,000				0.33%
SURVEILLANCE CAMERAS / MONITORS	$0				0.00%
CONTINGENCY		9,776	$32.13	$314,086	13.04%
ESTIMATING (5%)	$104,695				4.35%
PROJECT (10%)	$209,391				8.70%
FINANCING		9,776	$0.00	$0	0.00%
BOND ISSUANCE COSTS	$0				0.00%
INVESTMENT EARNINGS	$0				0.00%
TOTAL		9,776	$246.32	$2,407,993	100.00%

Project Cost Escalation
To Assumed Project Year 2010

Grand Total - 2007	8% Inflation	**$2,600,632**
Grand Total - 2008	6% Inflation	**$2,756,670**
Grand Total - 2009	1% Inflation	**$2,784,237**
Grand Total - 2010	4% Inflation	**$2,895,606**

Escallation Beyond Currently Anticipated Project Schedule

Grand Total - 2011	4% Inflation	**$3,011,430**
Grand Total - 2012	4% Inflation	**$3,131,888**
Grand Total - 2013	5% Inflation	**$3,288,482**
Grand Total - 2014	5% Inflation	**$3,452,906**
Grand Total - 2015	5% Inflation	**$3,625,551**

NOTE: BONDING COSTS SHOULD BE DETERMINED BY COUNTY'S BONDING CONSULTANT

NOTE: ESTIMATE ASSUMES TRADITIONAL GENERAL CONTRACTOR BIDDING, CONSTRUCTION MANAGER FEES ARE NOT INCLUDED.
NOTE: DISPATCH EQUIPMENT INSTALLATION COSTS DO NOT INCLUDE POTENTIAL RF TOWER EQUIPMENT UPGRADES
NOTE: EXISTING SCBA, LAUNDRY/EXTRACTOR, AND GEAR RACKING EQUIPMENT TO BE RE-USED

OWNER:	City of Ramsey	BKV GROUP	31-Jul-06
PROJ:	Ramsey Fire Station 2 Replacement		07-Jul-09
LOC.:	Ramsey, Minnesota	PROJ#__:	1572
TITLE:	PRELIMINARY CONCEPTUAL ESTIMATE	FILE#__:	

Concept Estimate - Option 3
New Construction
acres 5

NEW SQ FT	10,854
REMODEL SQ FT	0
AREA TO REMAIN	0
TOTAL SQ FT	10,854

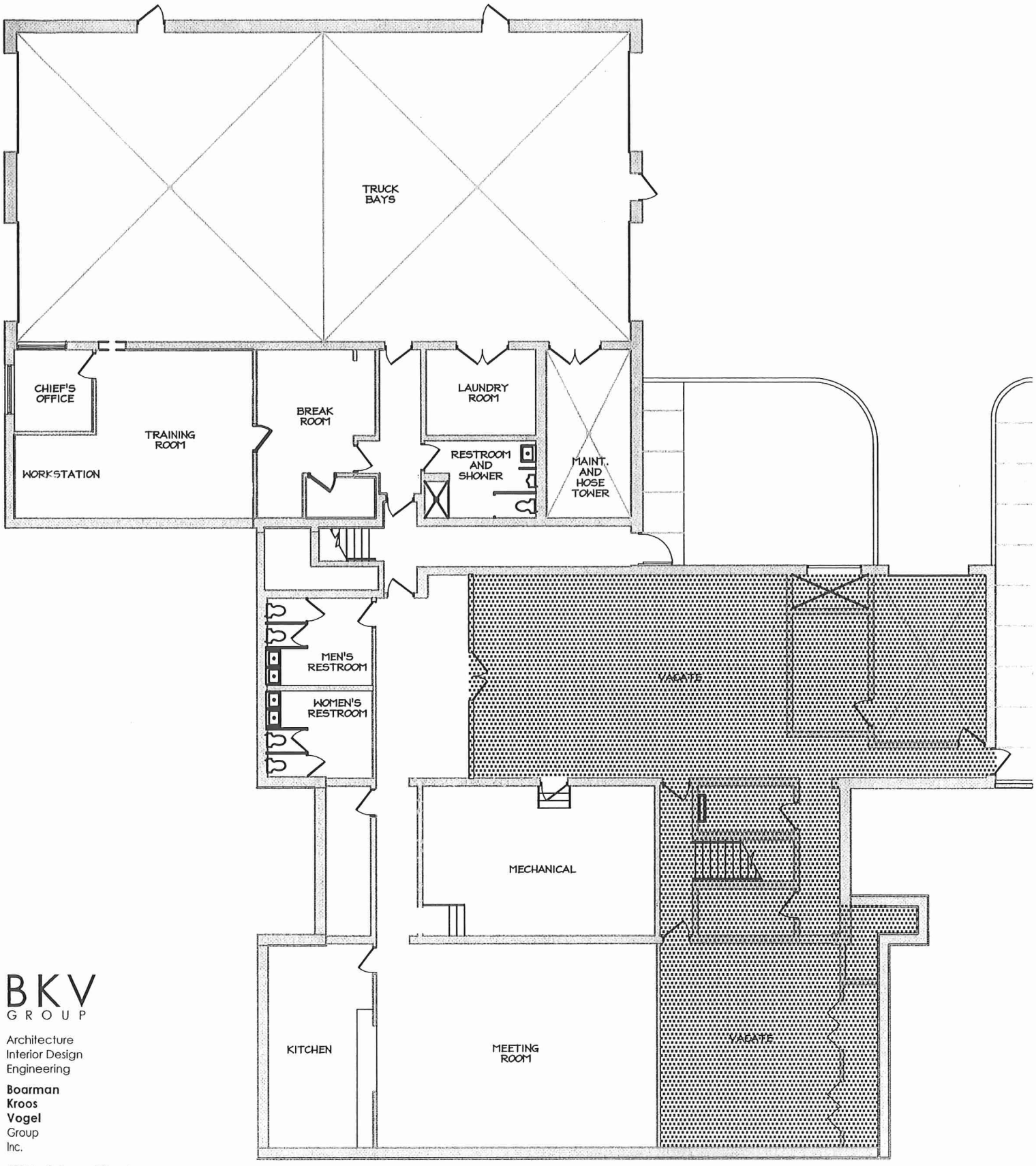
DESCRIPTION	COST/ BUILDING	BUILDING SF	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		10,854	$0.88	$9,500	0.36%
LEGAL, FISCAL & ADMINISTRATIVE	$0				0.00%
SOIL BORINGS	$8,000				0.31%
SURVEY	$1,500				0.06%
CONSTRUCTION COSTS		10,854	$178.05	$1,932,560	74.08%
Building Demolition - Existing City Hall, Fire Station, Police St	$143,000				5.48%
Existing Site Repair (topography only, no fill)	$20,000				0.77%
New Site Costs	$250,000				9.58%
New Construction	$1,519,560				58.25%
FEES		10,854	$18.90	$205,109	7.86%
A/E DESIGN AND BIDDING FEES	$155,245				5.95%
CIVIL ENGINEERING	$14,000				0.54%
LANDSCAPE ARCHITECTURE	$8,000				0.31%
REIMBURSABLE EXPENSES	$8,538				0.33%
PLAN REVIEW FEES & PERMITS	$4,831				0.19%
SPECIAL INSPECTIONS AND TESTING	$14,494				0.56%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		10,854	$10.43	$113,219	4.34%
OFFICE FURNITURE ALLOWANCE*	$86,832				3.33%
KITCHEN EQUIPMENT ALLOWANCE**	$10,000				0.38%
LAUNDRY EQUIPMENT ALLOWANCE	$8,000				0.31%
FF&E DESIGN FEES	$8,387				0.32%
TECHNOLOGY		10,854	$0.74	$8,000	0.31%
DATA / TELEPHONE	$8,000				0.31%
SURVEILLANCE CAMERAS / MONITORS	$0				0.00%
CONTINGENCY		10,854	$31.35	$340,258	13.04%
ESTIMATING (5%)	$113,419				4.35%
PROJECT (10%)	$226,839				8.70%
FINANCING		10,854	$0.00	$0	0.00%
BOND ISSUANCE COSTS	$0				0.00%
INVESTMENT EARNINGS	$0				0.00%
TOTAL		10,854	$240.34	$2,608,646	100.00%

Project Cost Escalation
To Assumed Project Year 2010

Grand Total - 2007	8% Inflation	**$2,817,337**
Grand Total - 2008	6% Inflation	**$2,986,377**
Grand Total - 2009	1% Inflation	**$3,016,241**
Grand Total - 2010	4% Inflation	**$3,136,891**
Escallation Beyond Currently Anticipated Project Schedule		
Grand Total - 2011	4% Inflation	**$3,262,366**
Grand Total - 2012	4% Inflation	**$3,392,861**
Grand Total - 2013	5% Inflation	**$3,562,504**
Grand Total - 2014	5% Inflation	**$3,740,629**
Grand Total - 2015	5% Inflation	**$3,927,661**

NOTE: BONDING COSTS SHOULD BE DETERMINED BY COUNTY'S BONDING CONSULTANT

NOTE: ESTIMATE ASSUMES TRADITIONAL GENERAL CONTRACTOR BIDDING, CONSTRUCTION MANAGER FEES ARE NOT INCLUDED.
NOTE: DISPATCH EQUIPMENT INSTALLATION COSTS DO NOT INCLUDE POTENTIAL RF TOWER EQUIPMENT UPGRADES
NOTE: EXISTING SCBA, LAUNDRY/EXTRACTOR, AND GEAR RACKING EQUIPMENT TO BE RE-USED



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Architecture
Interior Design
Engineering

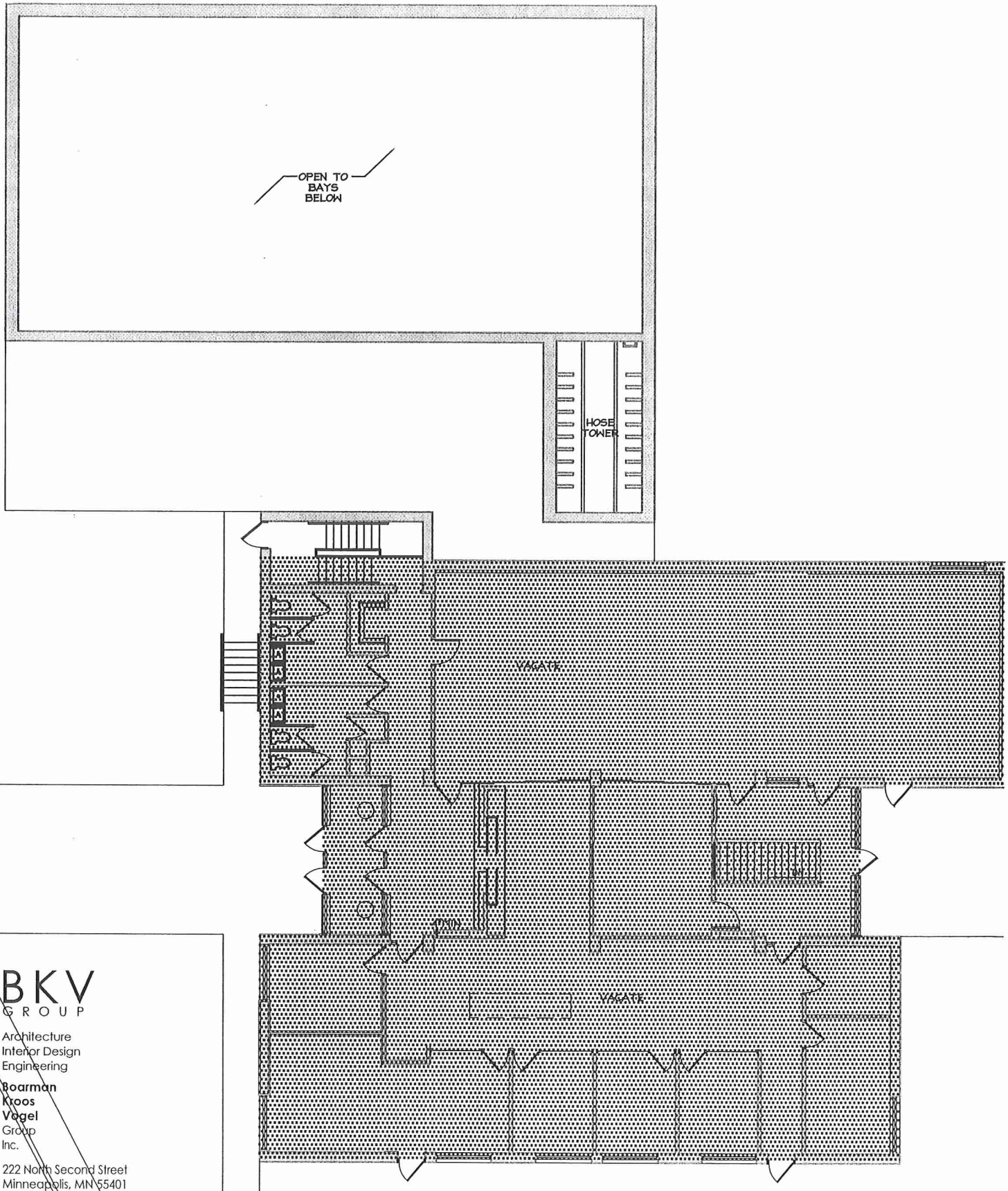
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Inc.

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www.bkvgroup.com

RAMSEY FIRE STATION #2
SPACE REUSE/VACATION PLAN
LOWER LEVEL
8/01/06

0 8' 16' 32'

SCALE: 1/16" = 1'-0



BKV GROUP

Architecture
Interior Design
Engineering

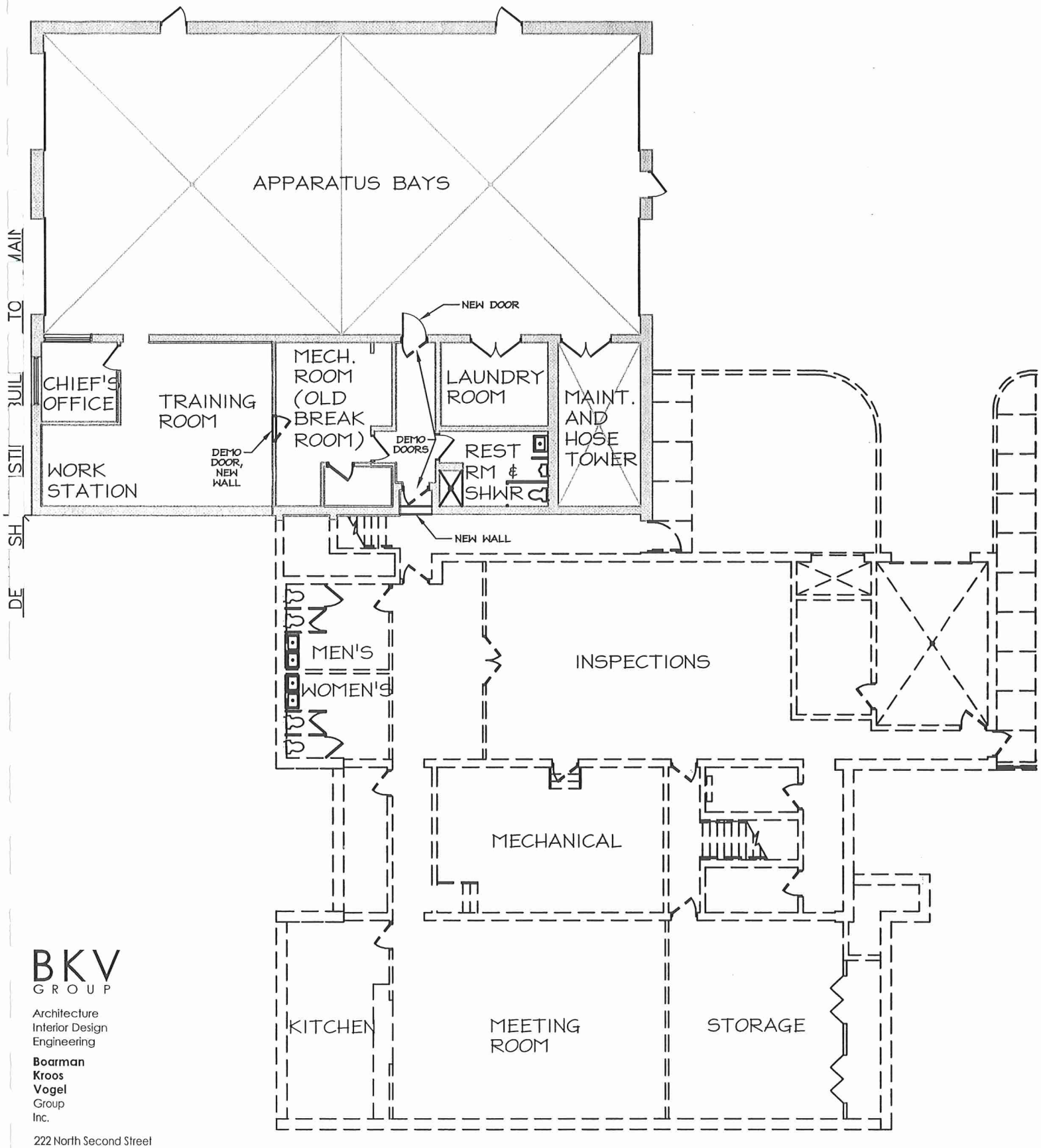
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RAMSEY FIRE STATION #2
SPACE REUSE/VACATION PLAN
UPPER LEVEL
8/01/06

0 8' 16' 32'

SCALE: 1/16" = 1'-0"



BKV GROUP

Architecture
Interior Design
Engineering

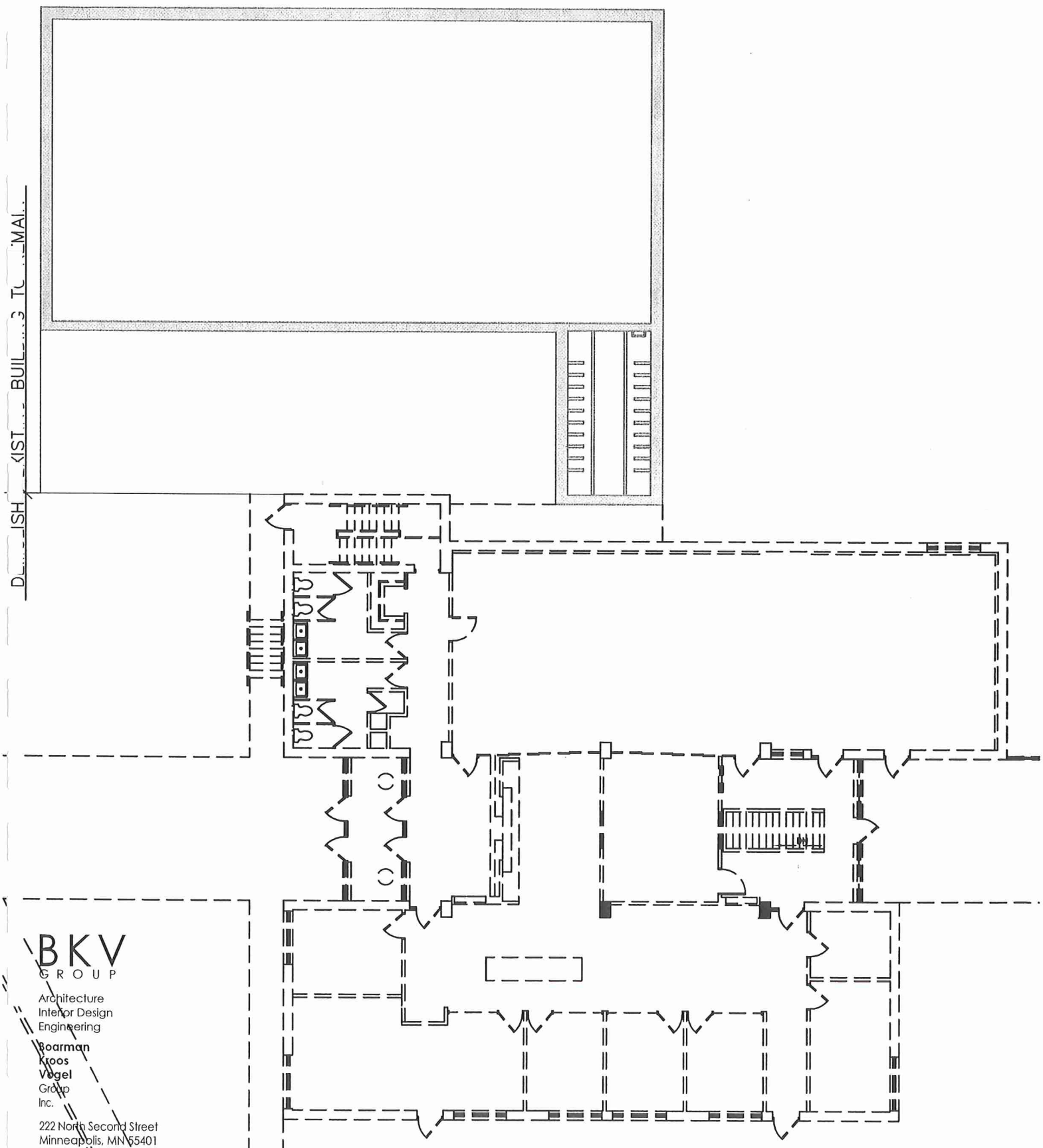
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RAMSEY FIRE STATION #2
DEMOLITION PLAN
LOWER LEVEL
8/01/06

0 8' 16' 32'

SCALE: 1/16" = 1'-0'



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Engineering

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RAMSEY FIRE STATION #2
DEMOLITION PLAN
UPPER LEVEL
8/01/06

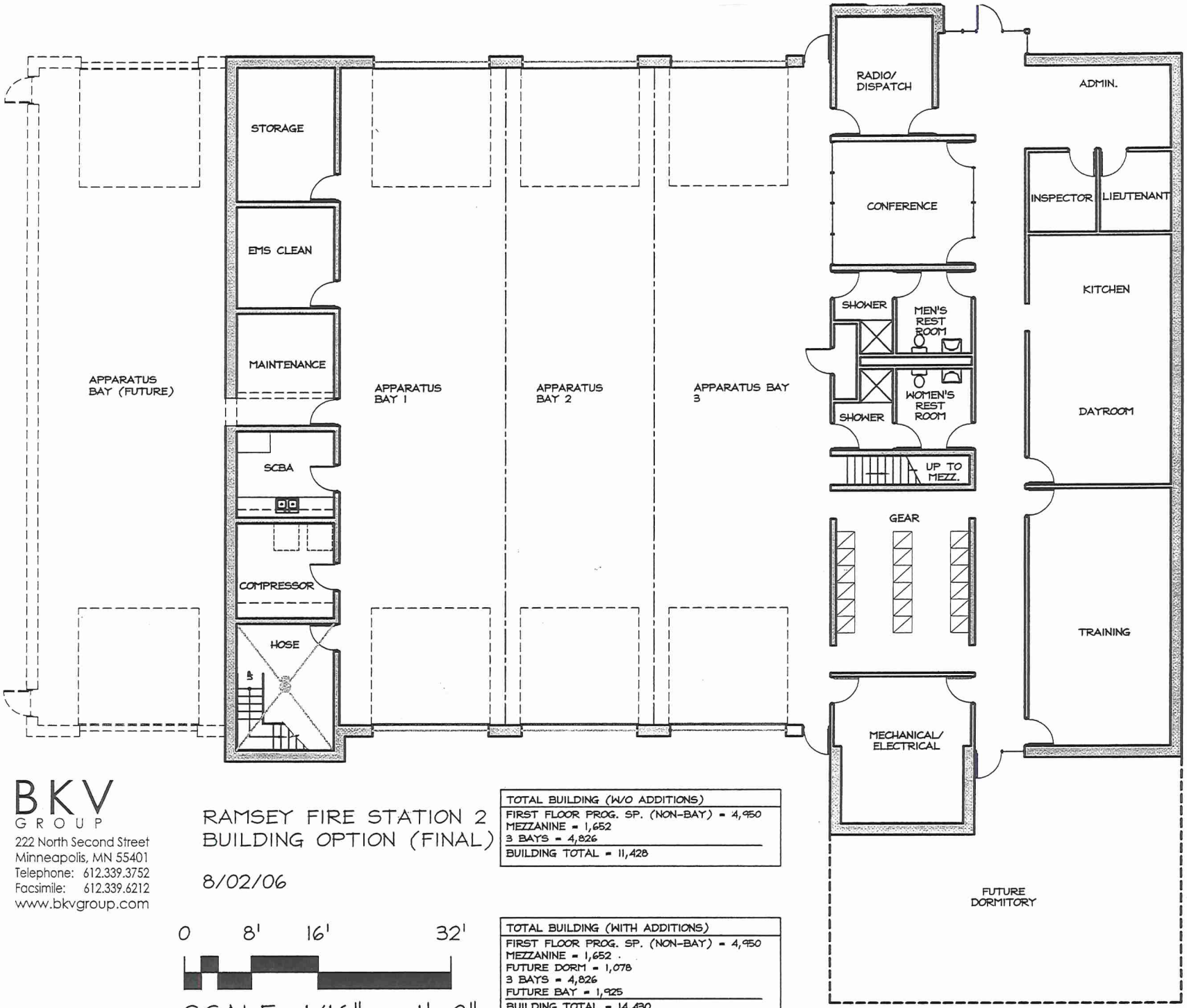
0 8' 16' 32'

SCALE: 1/16" = 1'-0

BKV GROUP

Preliminary Concept Floor Plan

Through this feasibility effort, preliminary concept floor plans were established. The intent of these preliminary concept floor plans was to determine overall facility scope and configuration potentials. This information was then used for the investigation of multiple site configurations in the Site Assessment section of this report. The following plan diagram represents the preferred preliminary floor plan, however, it should be noted that a detailed programming and schematic design effort will be required in order to develop a final concept plan for a new replacement fire station.



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RAMSEY FIRE STATION 2
BUILDING OPTION (FINAL)

8/02/06

TOTAL BUILDING (W/O ADDITIONS)
FIRST FLOOR PROG. SP. (NON-BAY) = 4,950
MEZZANINE = 1,652
3 BAYS = 4,826
BUILDING TOTAL = 11,428

TOTAL BUILDING (WITH ADDITIONS)
FIRST FLOOR PROG. SP. (NON-BAY) = 4,950
MEZZANINE = 1,652
FUTURE DORM = 1,078
3 BAYS = 4,826
FUTURE BAY = 1,925
BUILDING TOTAL = 14,430

0 8' 16' 32'

SCALE: 1/16" = 1'-0"

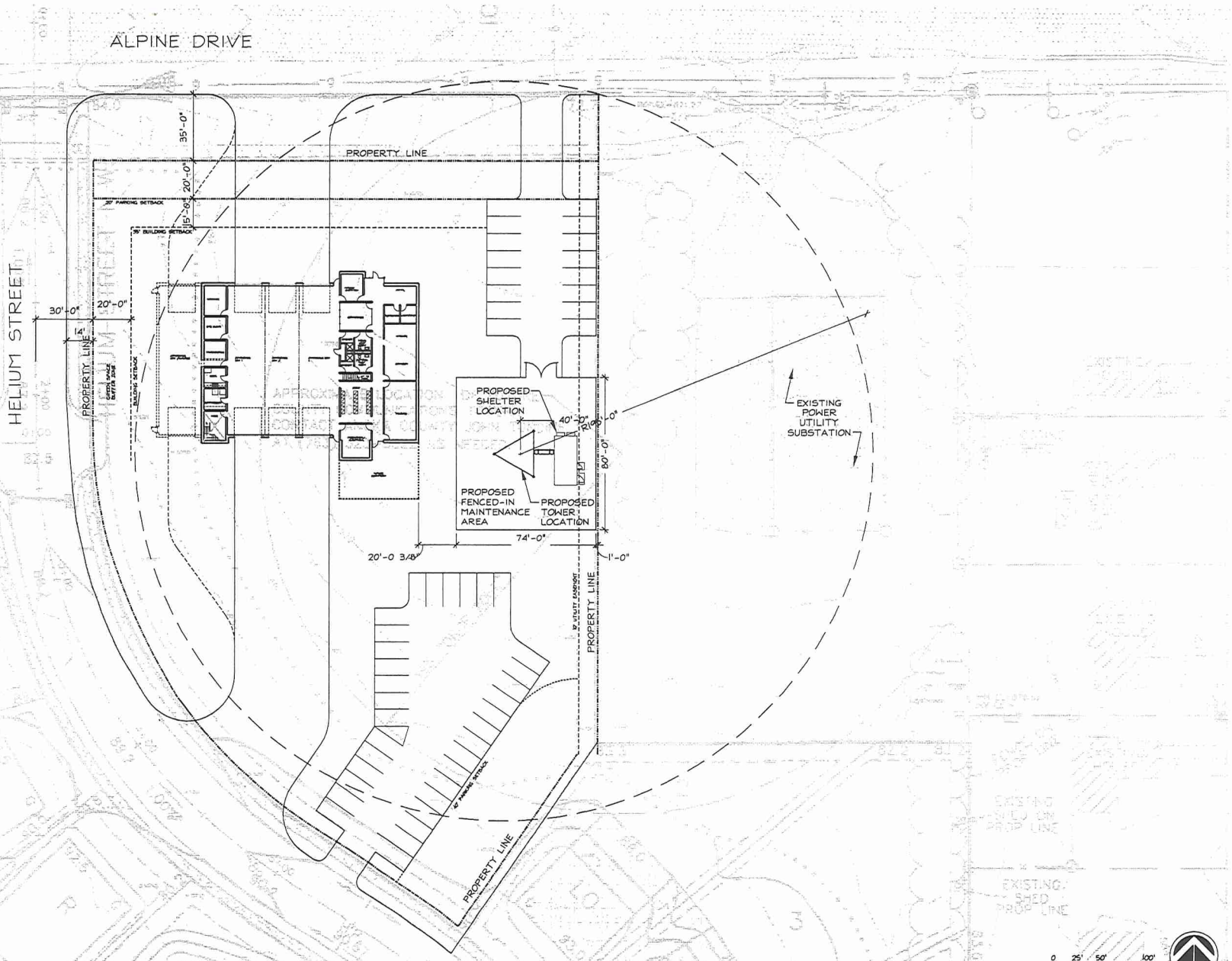
BKV GROUP

Site Assessment and Concept Site Plan

The Feasibility Study effort investigated the overall appropriateness of the proposed replacement fire station site location.

The proposed site is to include the Replacement fire station as well as a proposed communications tower supporting Anoka County 800 mhz dispatching communications. Information related to the communications tower requirements and design criteria were based on numerous reviews with John Tonding of Anoka County and reviewed with Connexus in conjunction with the adjacent Connexus power sub-station located to the East of the site.

Multiple site concept plans were developed to explore a range of site development concepts including fire station location, site access, and communication tower locations. The site concept plans are based on preliminary building concept plan options included in Appendix B of this report. The following concept site plan illustrates the recommended site concept, however, further development should be required in the Schematic Design Phase of a replacement fire station project. Through these preliminary site concept explorations, the design team and Fire Department believe the site to be adequately sized and configured for reasonable flexibility and some future expansion for additional apparatus bays. The final location of the communications tower requires final coordination and agreement by Connexus, Anoka County, and the City of Ramsey, however, preliminary tower locations appear to be compatible with the proposed fire station use and anticipated site configuration.



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Interior Design
Engineering

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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 8-01-06

8/02/06

BKV GROUP

Option Cost Estimates

The attached estimates outline the costs associated with the re-use concepts Option 1 and Option 2 and replacement fire station Option 3 and were prepared by BKV Group based on the enclosed plan concept document. Estimates should be considered as comparative only, final project budgets should be established following more detailed Schematic Design efforts for any of the options explored in this report, comparisons of overall project scope, however, may be made with these figures as project assumptions have been kept consistent.

The Preliminary Project estimates are as follows:

Initial Project Option Costs

	Construction Cost	"Soft Costs" / Contingency	Total Project Cost
Option 1- Stabilization	$270,000	$82,262	$352,262
Option II – Partial Demo	$621,220	$196,345	$817,565
Option III – New Construction	$1,781,640	$626,353	$2,407,993

Project Cost Comparison

Options I and II above each assume the construction of a new replacement fire station within five to eight years. As such, a comparison to overall project feasibility should include an assessment of initial option costs (as outlined above) as well as total project costs which include new construction costs and inflation costs over time. The following assume a five year delay prior to construction of a new replacement fire station for Options I and II and compare those total project costs against new construction for Option III in 2007

	Initial Project Scope	New Construction	New Construction Inflation to 2012	Total Project
Option I	$352,262	$2,407,993	$638,883	$3,399,141
Option II	$817,565	$2,407,993	$638,883	$3,864,444
Option III	$0	$2,407,993	$0	$2,407,993

As outlined above, Options I and II have higher long-term project costs, with Option I totaling 37% more total project costs and Option II totaling 61% more total project costs then Option III.

Please see the attached preliminary detailed cost estimate break-down

OWNER:	City of Ramsey	DATE___:	31-Jul-06	BKV GROUP
PROJ:	Ramsey Fire Station 2 Replacement	REV#___:		
LOC.:	Ramsey, Minnesota	PROJ#___:	1572	
TITLE:	PRELIMINARY CONCEPTUAL ESTIMATE	FILE#___:		

Concept Estimate - Option 1
Stabilization of Existing Structure

NEW SQ FT	0
REMODEL SQ FT	11,938
AREA TO REMAIN	0
TOTAL SQ FT	11,938

DESCRIPTION	COST/ BUILDING	BUILDING SF	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		**11,938**	**$0.00**	**$0**	**0.00%**
LEGAL, FISCAL & ADMINISTRATIVE	$0				0.00%
SOIL BORINGS	$0				0.00%
SURVEY	$0				0.00%
CONSTRUCTION COSTS		**11,938**	**$22.62**	**$270,000**	**76.65%**
Building Demolition	$0				0.00%
Capital Maintenance / Renovation Construction	$245,000				69.55%
Capital Maintenance at Police Department (AC unit)	$25,000				7.10%
New Construction	$0				0.00%
FEES		**11,938**	**$3.04**	**$36,315**	**10.31%**
A/E DESIGN AND BIDDING FEES	$32,400				9.20%
CIVIL ENGINEERING	$0				0.00%
LANDSCAPE ARCHITECTURE	$0				0.00%
REIMBURSABLE EXPENSES	$2,430				0.69%
PLAN REVIEW FEES & PERMITS	$1,485				0.42%
SPECIAL INSPECTIONS AND TESTING	$0				0.00%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		**11,938**	**$0.00**	**$0**	**0.00%**
OFFICE FURNITURE ALLOWANCE*	$0				0.00%
KITCHEN EQUIPMENT ALLOWANCE**	$0				0.00%
LAUNDRY EQUIPMENT ALLOWANCE	$0				0.00%
FF&E DESIGN FEES	$0				0.00%
TECHNOLOGY		**11,938**	**$0.00**	**$0**	**0.00%**
DATA / TELEPHONE	$0				0.00%
SURVEILLANCE CAMERAS / MONITORS	$0				0.00%
CONTINGENCY		**11,938**	**$3.85**	**$45,947**	**13.04%**
ESTIMATING (5%)	$15,316				4.35%
PROJECT (10%)	$30,632				8.70%
FINANCING		**11,938**	**$0.00**	**$0**	**0.00%**
BOND ISSUANCE COSTS	$0				0.00%
INVESTMENT EARNINGS	$0				0.00%
TOTAL		**11,938**	**$29.51**	**$352,262**	**100.00%**

NOTE: BONDING COSTS SHOULD BE DETERMINED BY COUNTY'S BONDING CONSULTANT
NOTE: ESTIMATE ASSUMES TRADITIONAL GENERAL CONTRACTOR BIDDING, CONSTRUCTION MANAGER FEES ARE NOT INCLUDED.
NOTE: EXISTING SCBA, LAUNDRY/EXTRACTOR, AND GEAR RACKING EQUIPMENT TO BE RE-USED

OWNER:	City of Ramsey	DATE___:	31-Jul-06	BKV GROUP
PROJ:	Ramsey Fire Station 2 Replacement	REV#___:		
LOC.:	Ramsey, Minnesota	PROJ#___:	1572	
TITLE:	PRELIMINARY CONCEPTUAL ESTIMATE	FILE#___:		

Concept Estimate - Option 3

New Construction

acres 5

NEW SQ FT		9,776
REMODEL SQ FT		0
AREA TO REMAIN		0
TOTAL SQ FT		9,776

DESCRIPTION	COST/ BUILDING	BUILDING SF	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		9,776	$0.97	$9,500	0.39%
LEGAL, FISCAL & ADMINISTRATIVE	$0				0.00%
✓ SOIL BORINGS	$8,000				0.33%
✓SURVEY	$1,500				0.06%
CONSTRUCTION COSTS		9,776	$182.25	$1,781,640	73.99%
Building Demolition - Existing City Hall, Fire Station, Police S	$143,000				5.94%
Existing Site Repair (topography only, no fill)	$20,000				0.83%
✓New Site Costs	$250,000				10.38%
✓New Construction	$1,368,640				56.84%
FEES		9,776	$19.52	$190,862	7.93%
A/E DESIGN AND BIDDING FEES	$143,171				5.95%
CIVIL ENGINEERING	$14,000				0.58%
LANDSCAPE ARCHITECTURE	$8,000				0.33%
REIMBURSABLE EXPENSES	$7,874				0.33%
PLAN REVIEW FEES & PERMITS	$4,454				0.18%
SPECIAL INSPECTIONS AND TESTING	$13,362				0.55%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		9,776	$10.63	$103,905	4.31%
OFFICE FURNITURE ALLOWANCE*	$78,208				3.25%
KITCHEN EQUIPMENT ALLOWANCE**	$10,000				0.42%
LAUNDRY EQUIPMENT ALLOWANCE	$8,000				0.33%
FF&E DESIGN FEES	$7,697				0.32%
TECHNOLOGY		9,776	$0.82	$8,000	0.33%
DATA / TELEPHONE	$8,000				0.33%
SURVEILLANCE CAMERAS / MONITORS	$0				0.00%
CONTINGENCY		9,776	$32.13	$314,086	13.04%
ESTIMATING (5%)	$104,695				4.35%
PROJECT (10%)	$209,391				8.70%
FINANCING		9,776	$0.00	$0	0.00%
BOND ISSUANCE COSTS	$0				0.00%
INVESTMENT EARNINGS	$0				0.00%
TOTAL		9,776	$246.32	$2,407,993	100.00%

NOTE: BONDING COSTS SHOULD BE DETERMINED BY COUNTY'S BONDING CONSULTANT
NOTE: ESTIMATE ASSUMES TRADITIONAL GENERAL CONTRACTOR BIDDING, CONSTRUCTION MANAGER FEES ARE NOT INCLUDED.
NOTE: DISPATCH EQUIPMENT INSTALLATION COSTS DO NOT INCLUDE POTENTIAL RF TOWER EQUIPMENT UPGRADES
NOTE: EXISTING SCBA, LAUNDRY/EXTRACTOR, AND GEAR RACKING EQUIPMENT TO BE RE-USED

OWNER:	City of Ramsey	DATE___:	31-Jul-06	BKV GROUP
PROJ:	Ramsey Fire Station 2 Replacement	REV#___:		
LOC.:	Ramsey, Minnesota	PROJ#___:	1572	
TITLE:	PRELIMINARY CONCEPTUAL ESTIMATE	FILE#___:		

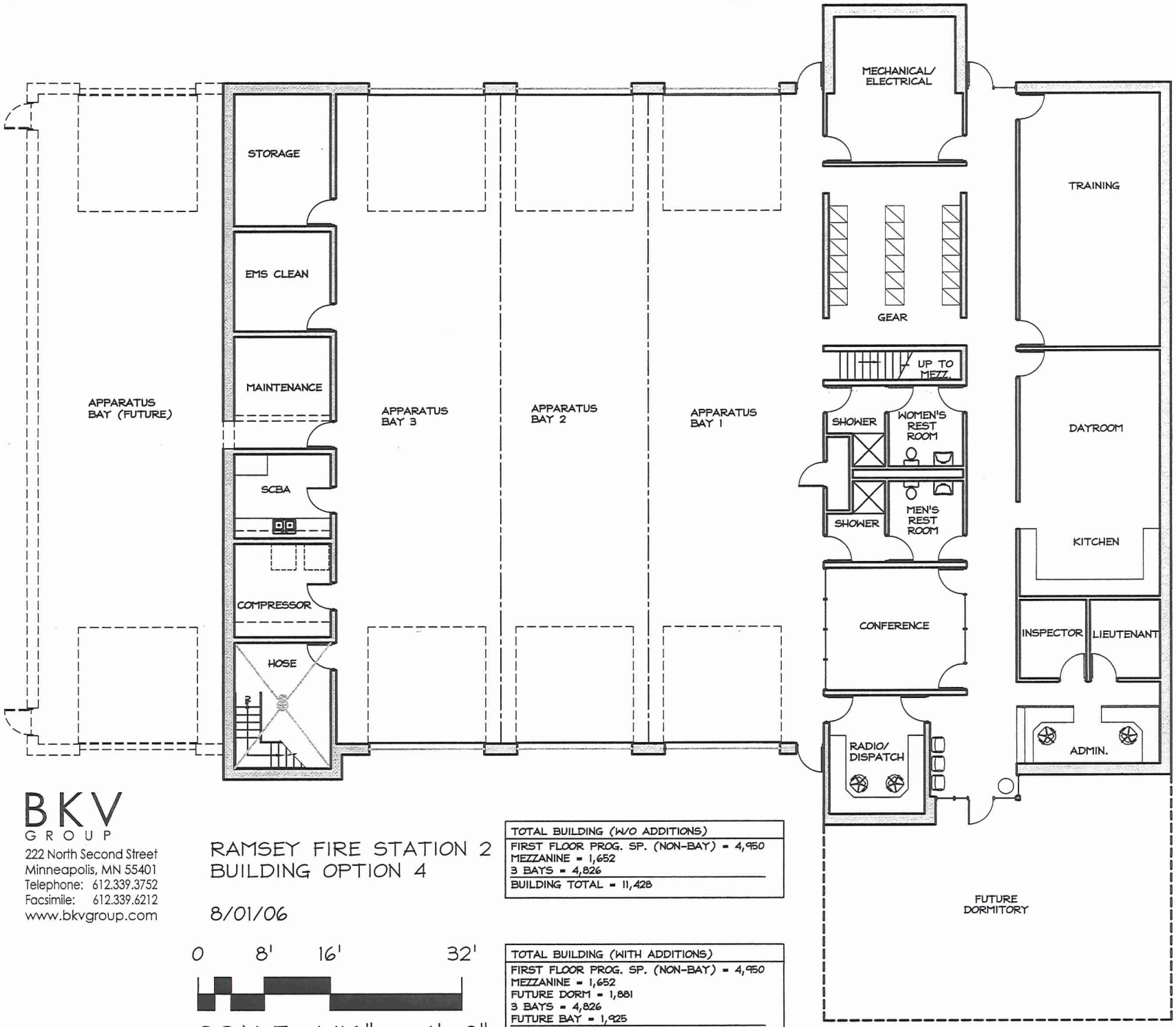
Concept Estimate - Comparison
MULTI-PHASE vs SINGLE PHASE

NEW SQ FT	8,500
REMODEL SQ FT	0
AREA TO REMAIN	0
TOTAL SQ FT	8,500

DESCRIPTION	COST/ BUILDING	BUILDING SF	COST SF	SUB TOTAL	PERCENT TOTAL
OPTION 3 PROJECT COST - NEW CONSTRUCTION FY 2007				**$2,407,993**	
OPTION 1 MULTIPLE PHASE PROJECT COST					
OPTION 1 FY 2007				$352,262	
OPTION 3 (new construction) FY 2012				$2,407,993	
INFLATION			$638,886.25		
TOTAL OPTION 1 MULTI-PHASE PROJECT WITH 4% INFLATION				**$3,399,141**	
INCREASE FOR OPTION 1 MULTI-PHASE PROJECT				$991,148	
OPTION 2 MULTIPLE PHASE PROJECT COST					
OPTION 2 FY 2007				$817,565	
OPTION 3 (new construction) FY 2012				$2,407,993	
INFLATION			$638,886.25		
TOTAL OPTION 2 MULTI-PHASE PROJECT WITH 4% INFLATION				**$3,864,444**	
INCREASE FOR OPTION 1 MULTI-PHASE PROJECT				$1,456,452	

Appendix A – Preliminary New Station Concept Plans

The following preliminary concept new station floor plan concepts were developed through the feasibility study and illustrate alternative concept fire station configurations.



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RAMSEY FIRE STATION 2
BUILDING OPTION 4

8/01/06

TOTAL BUILDING (W/O ADDITIONS)
FIRST FLOOR PROG. SP. (NON-BAY) = 4,950
MEZZANINE = 1,652
3 BAYS = 4,826
BUILDING TOTAL = 11,428

TOTAL BUILDING (WITH ADDITIONS)
FIRST FLOOR PROG. SP. (NON-BAY) = 4,950
MEZZANINE = 1,652
FUTURE DORM = 1,881
3 BAYS = 4,826
FUTURE BAY = 1,925
BUILDING TOTAL = 15,234

0 8' 16' 32'

SCALE: 1/16" = 1'-0"



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RAMSEY FIRE STATION 2
BUILDING OPTION A

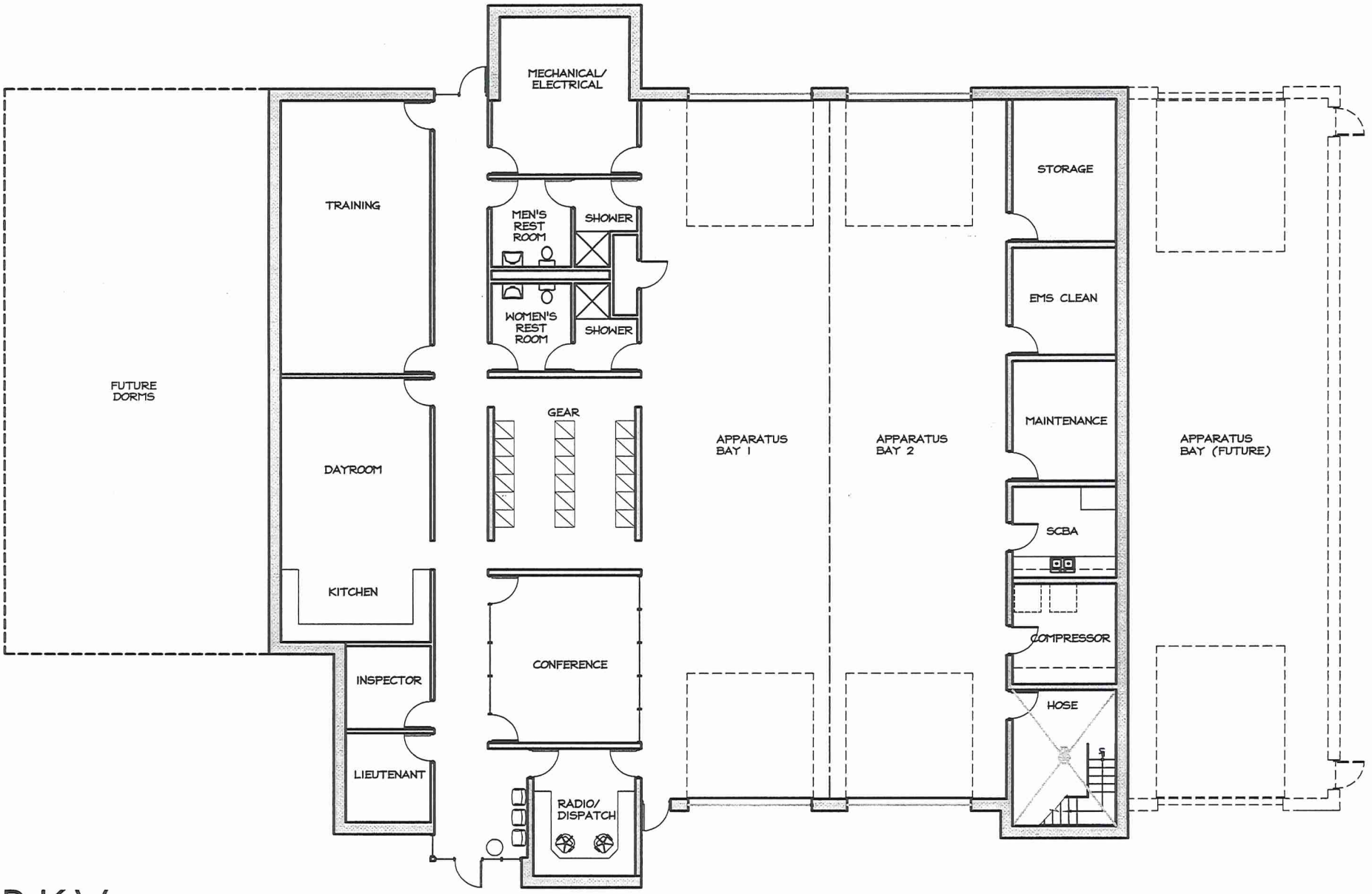
8/01/06

9,041 SF W/ TWO BAYS | 1,905 SF FUTURE DORM | 1,925 SF FUTURE BAY

10,966 SF W/ FUTURE BAY | 12,871 SF W/ FUTURE BAY AND DORM

0 8' 16' 32'

SCALE: 1/16" = 1'-0"



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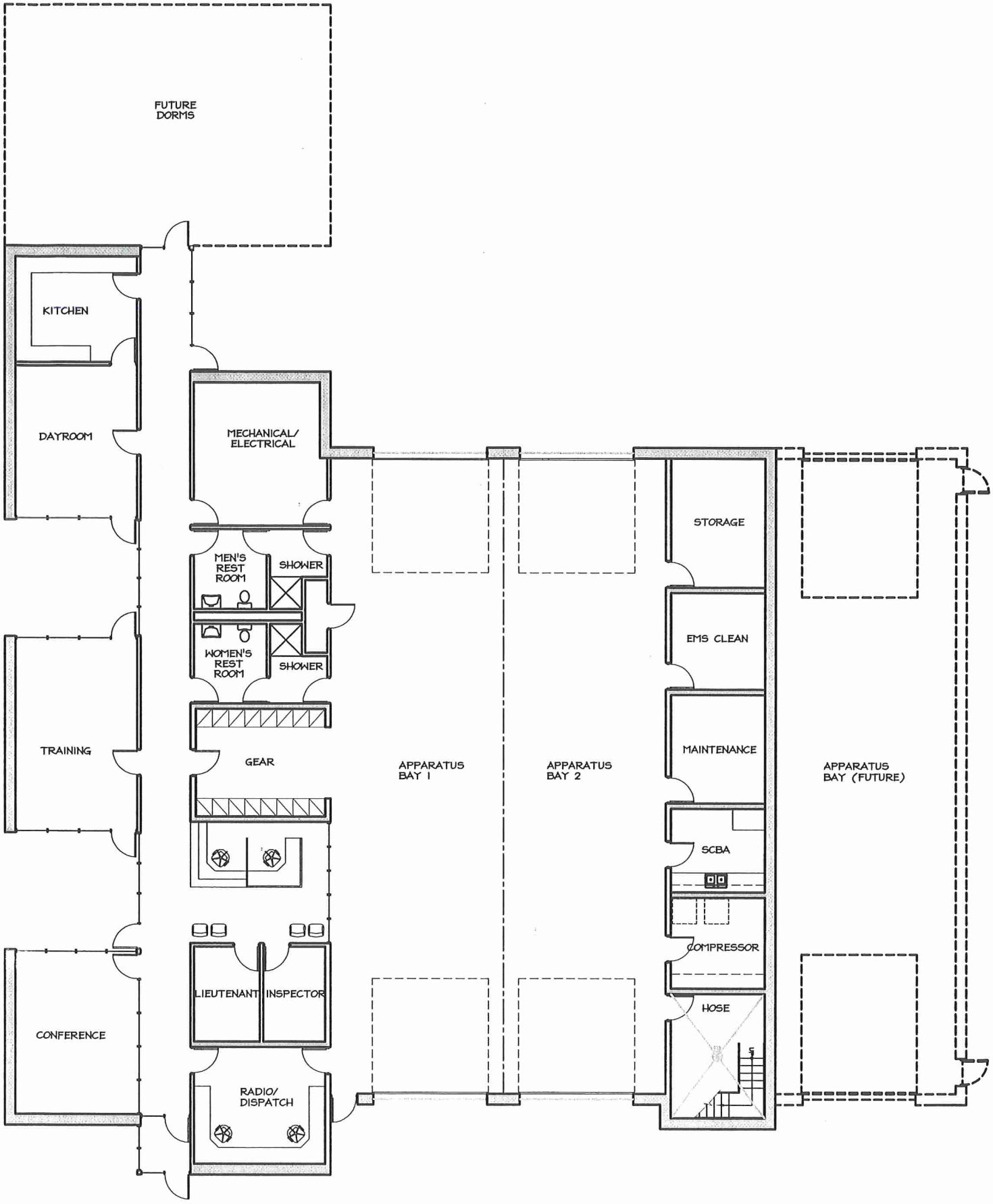
RAMSEY FIRE STATION 2
BUILDING OPTION B

8/01/06

8,171 SF W/ TWO BAYS	1,881 SF FUTURE DORM	1,925 SF FUTURE BAY
10,096 SF W/ FUTURE BAY	11,977 SF W/ FUTURE BAY AND DORM	

0 8' 16' 32'

SCALE: 1/16" = 1'-0"



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RAMSEY FIRE STATION 2
BUILDING OPTION C

8/01/06

8,282 SF W/ TWO BAYS | 1,183 SF FUTURE DORM | 1,925 SF FUTURE BAY

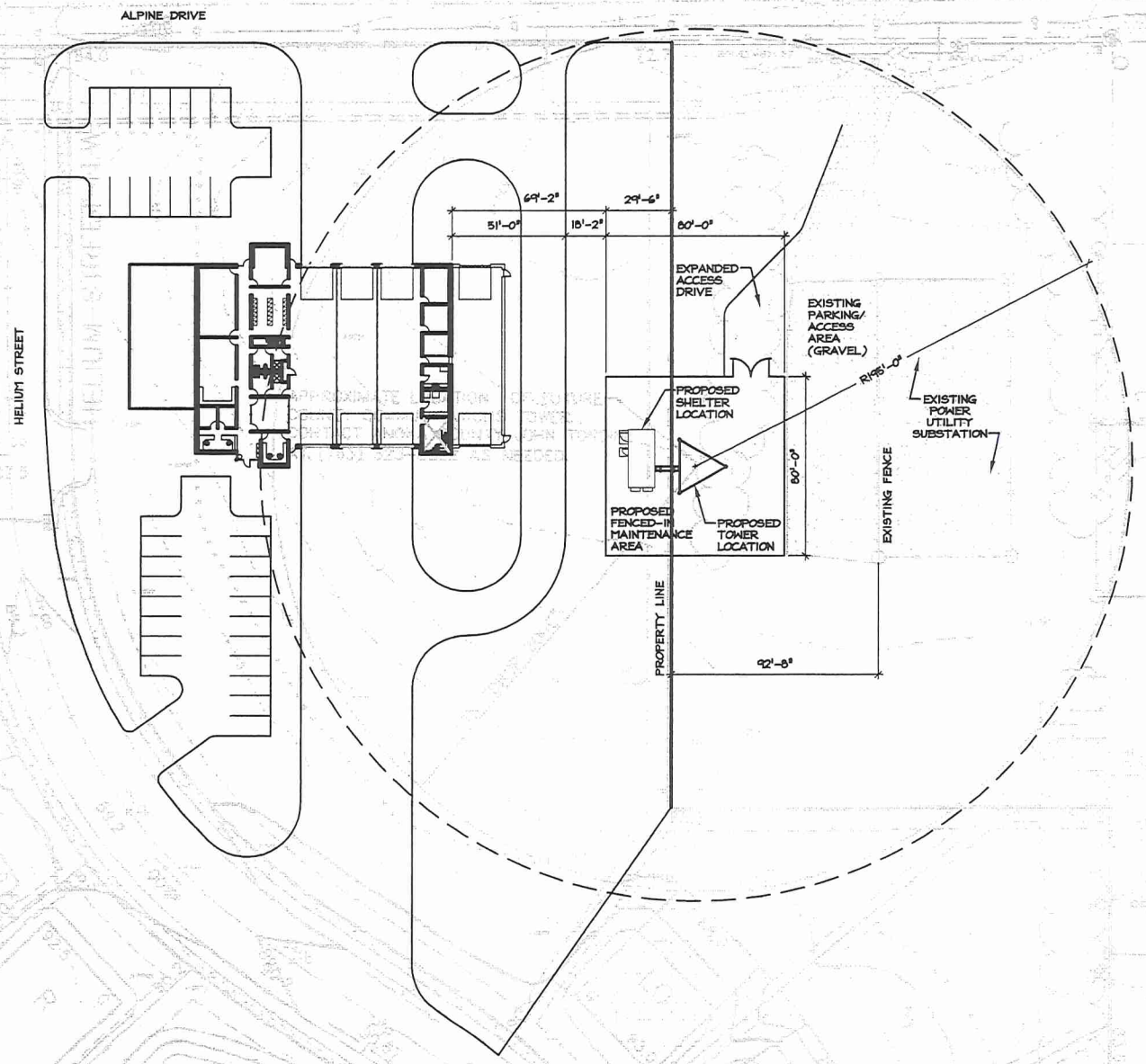
10,207 SF W/ FUTURE BAY | 11,390 SF W/ FUTURE BAY AND DORM

0 8' 16' 32'

SCALE: 1/16" = 1'-0"

Appendix B – Preliminary New Station Concept Site Plans

The following concept site plans were developed through the feasibility effort and illustrate alternative site configurations for the planned new fire station.



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Architecture
Interior Design
Engineering

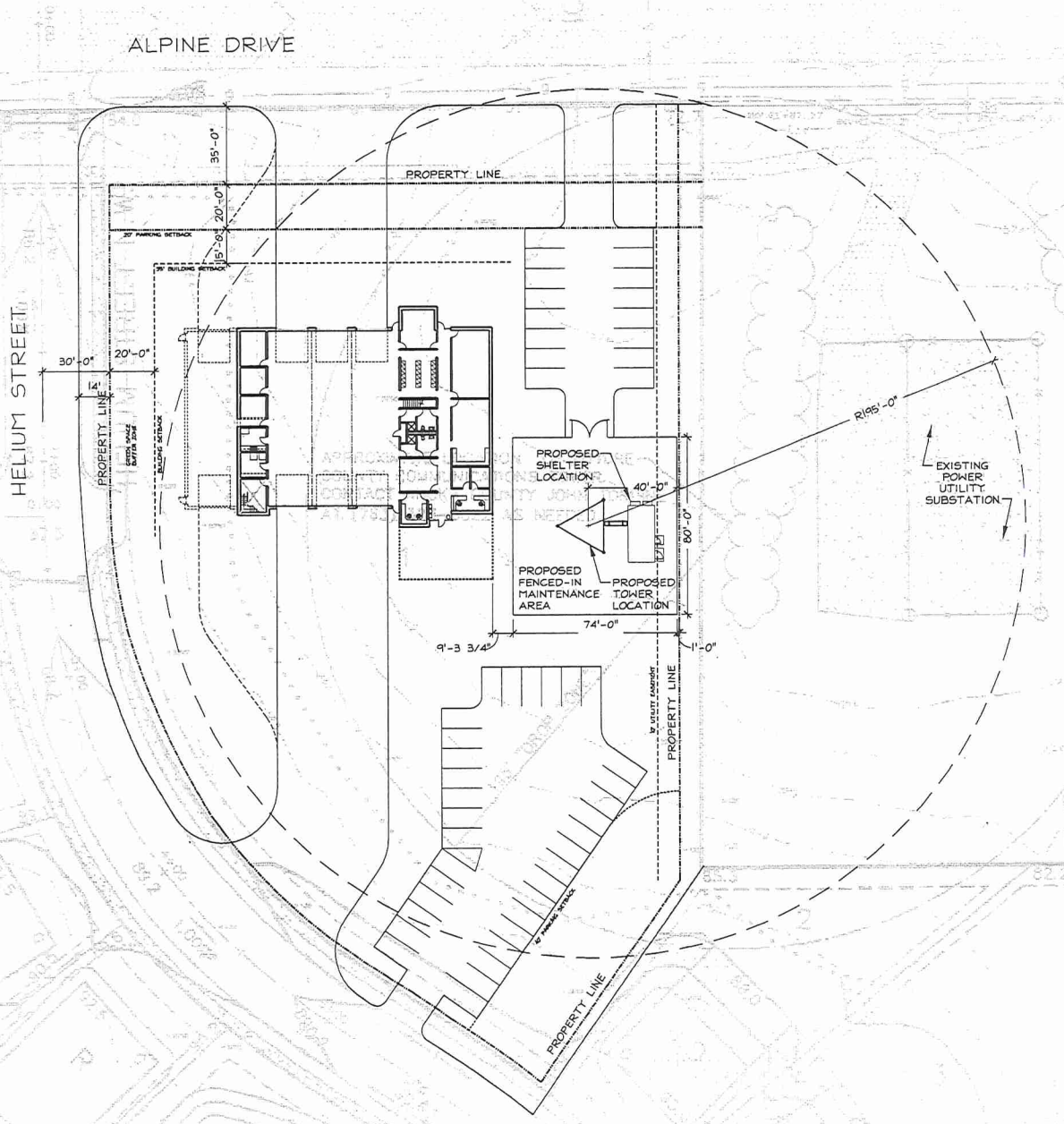
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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 1A
BUILDING OPTION A
8/01/06

0 25' 50' 100'
SCALE: 1" = 50'

NORTH



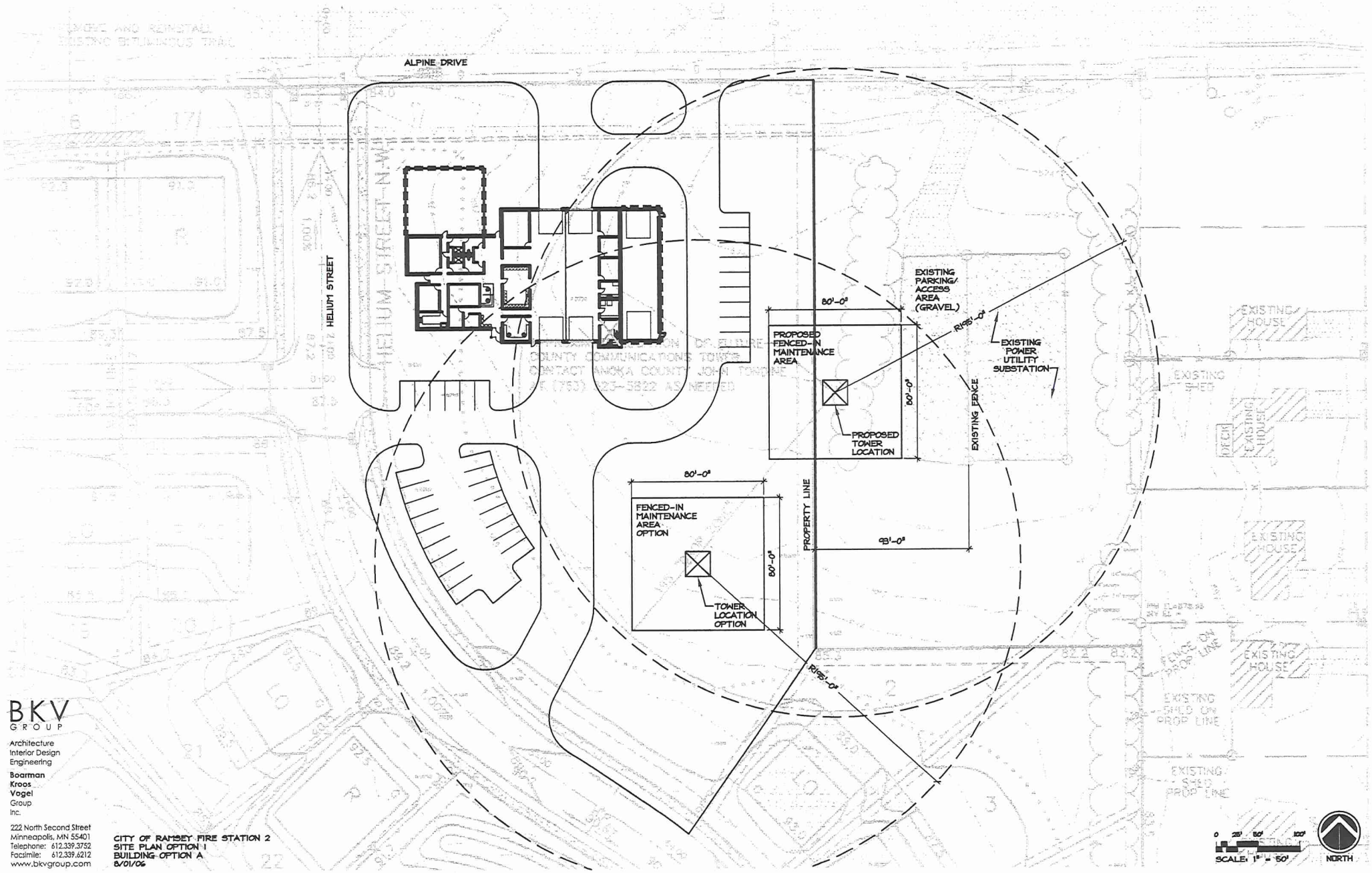
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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 7-31-06

7/31/06

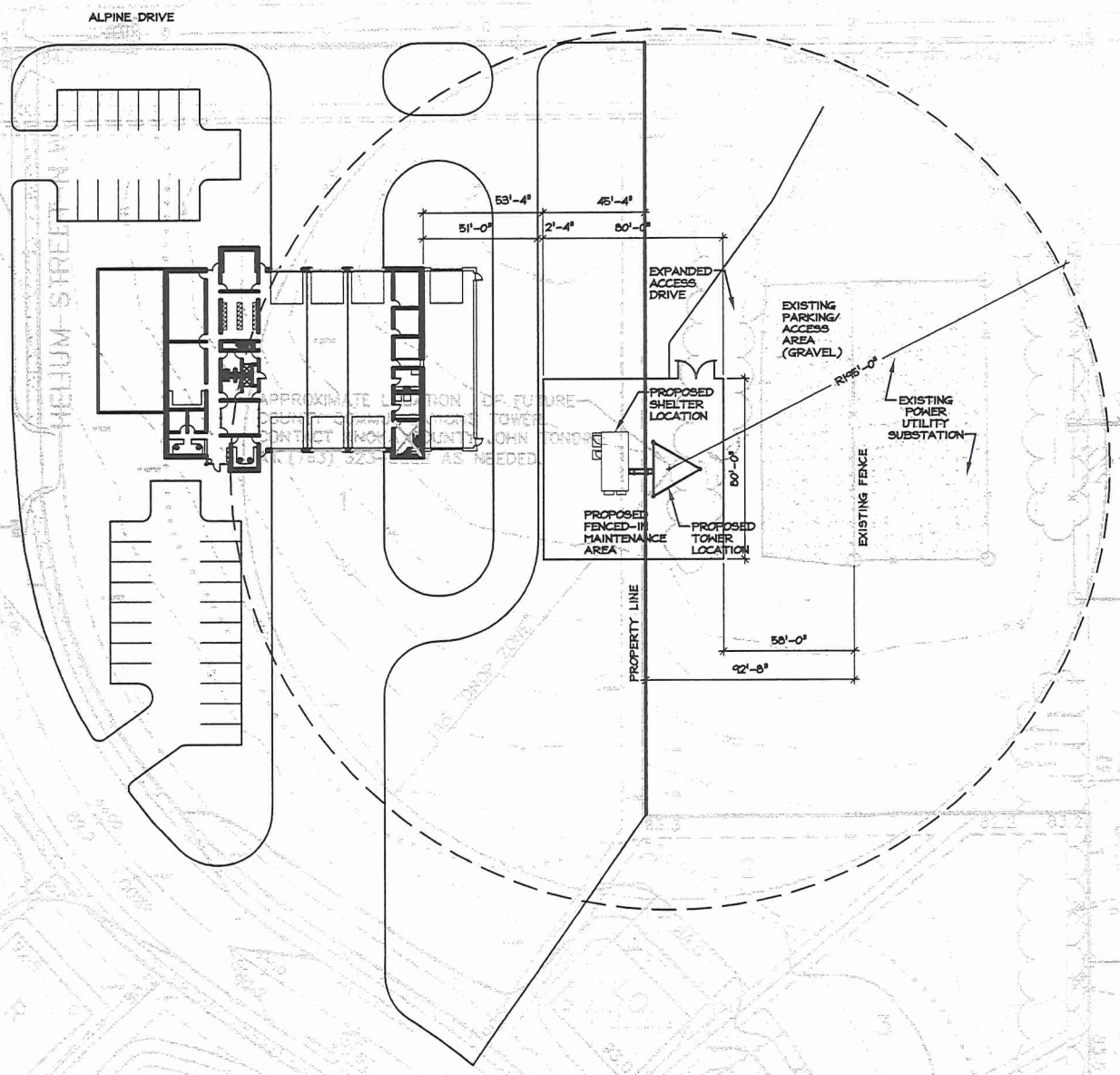
0 25' 50' 100'
SCALE: 1" = 50'

NORTH



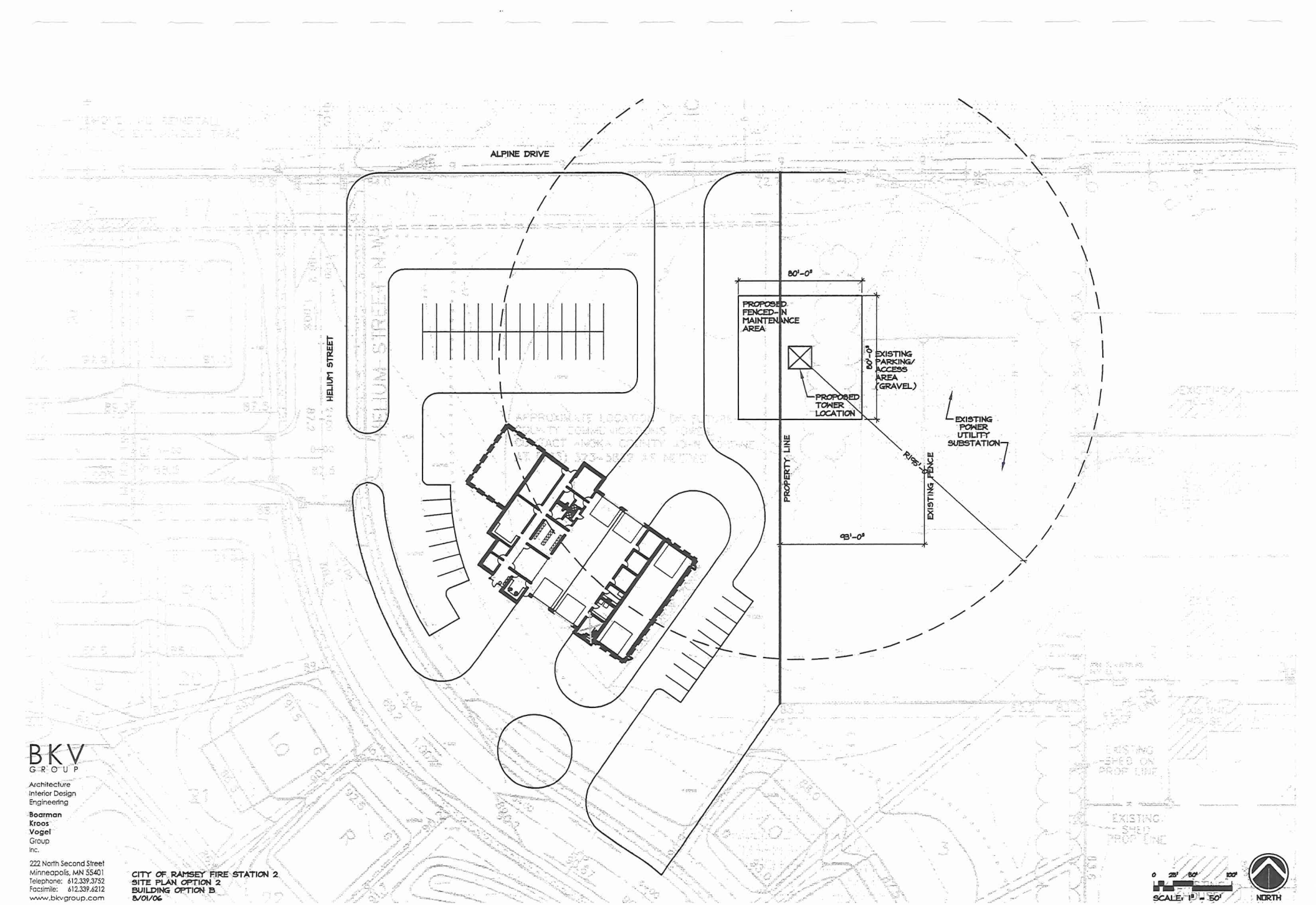
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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 1
BUILDING OPTION A
8/01/06



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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 1B
BUILDING OPTION A
8/01/06



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Interior Design
Engineering

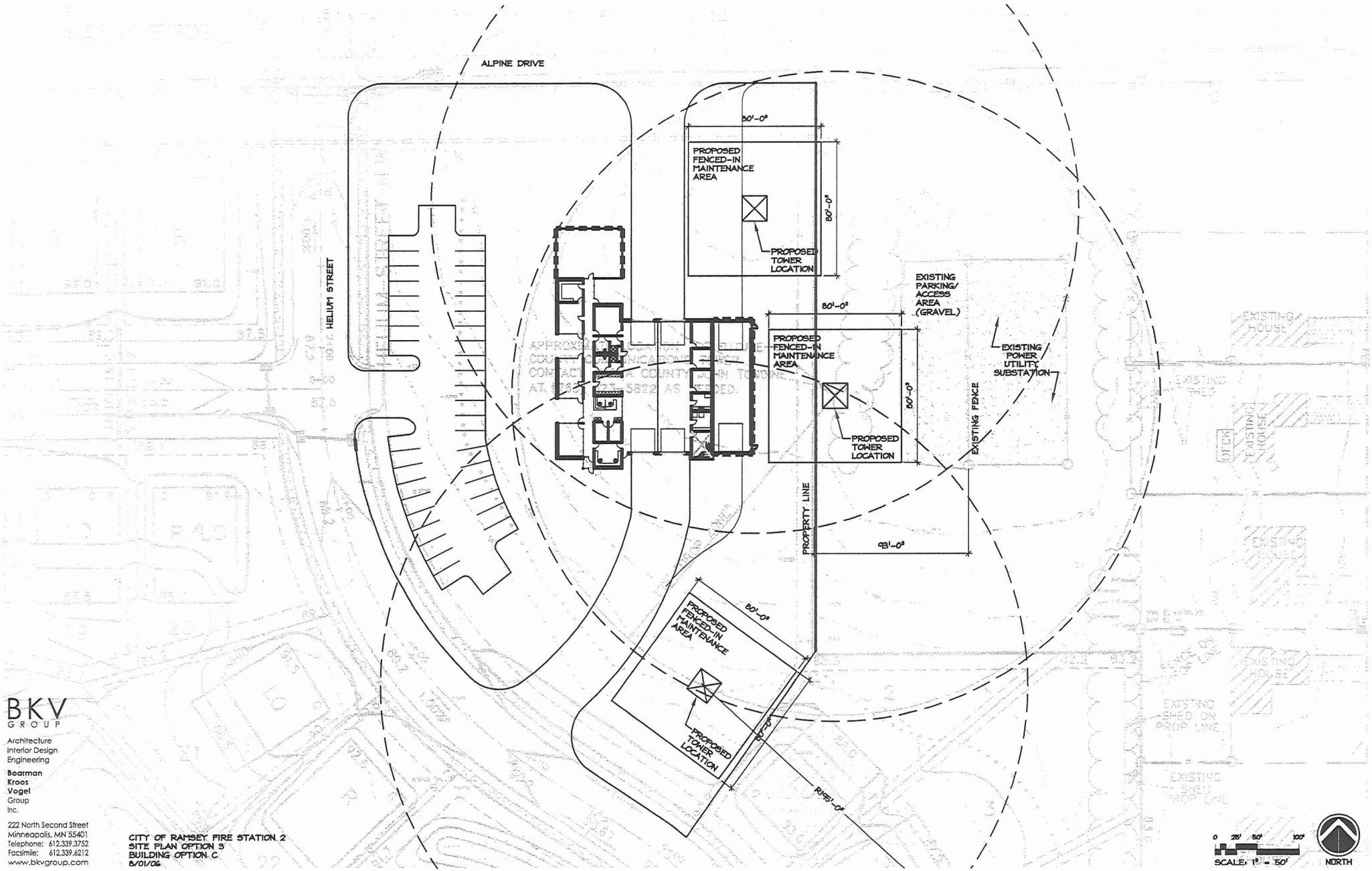
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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 2
BUILDING OPTION B
8/01/06

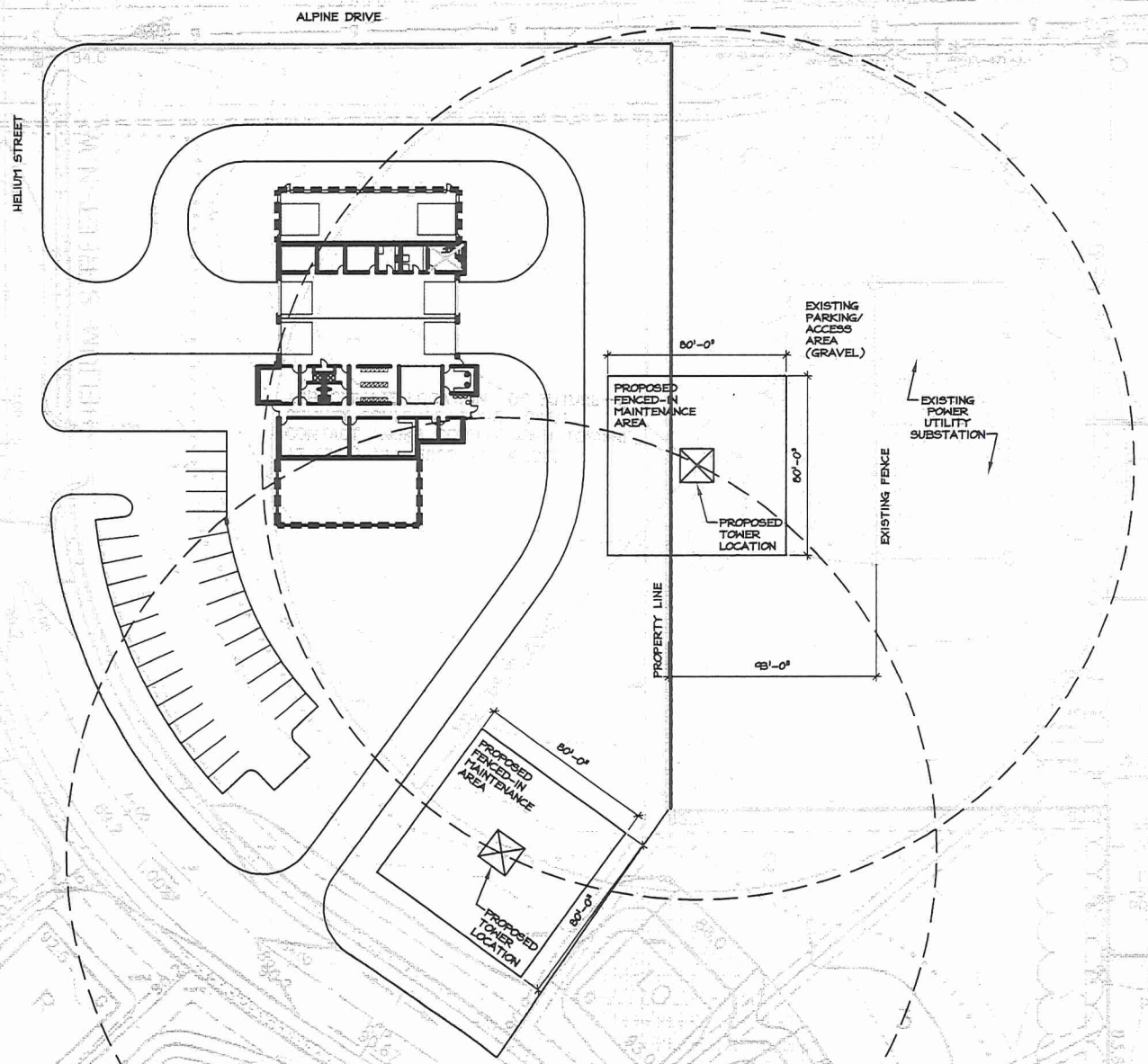
0 25' 50' 100'
SCALE: 1" = 50'

NORTH



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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION 3
BUILDING OPTION C
8/01/06



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CITY OF RAMSEY FIRE STATION 2
SITE PLAN OPTION A
BUILDING OPTION B
8/01/06

PROJECT TEAM

OWNER
CITY OF RAMSEY

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE
STRUCTURAL ENGINEERING
BKV GROUP, INC.
222 N. SECOND STREET
MINNEAPOLIS, MINNESOTA 55401
PH: 612.339.3752

LOCATION MAP

BKV Set Volume	BKV Sheet Issue 30 - SD/Pricing	SHEET NUMBER	SHEET NAME
01 General /Title Sheet			
I	■	G000	General Series
04 Architectural			
I	■	A100	SITE PLAN
I	■	A101	FIRST FLOOR PLAN
I	■	A102	MEZZANINE PLAN
I	■	A103	ROOF PLAN
I	■	A400	EXTERIOR ELEVATIONS
I	■	A401	EXTERIOR ELEVATIONS
I	■	A500	BUILDING SECTIONS

■ = Issued
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Ramsey Fire Station #2

Alpine Drive and Helium Street

Ramsey Fire Department

Schematic Design - 04/25/2014



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CONSULTANTS

ISSUANCE

Schematic Design

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04/25/2014

PROJECT TITLE

Ramsey Fire Station #2

KEY PLAN

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Bruce Schwartzman

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DATE	04/25/2014
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COMMISSION NO.	1937.01

SHEET TITLE

TITLE SHEET

SHEET NUMBER

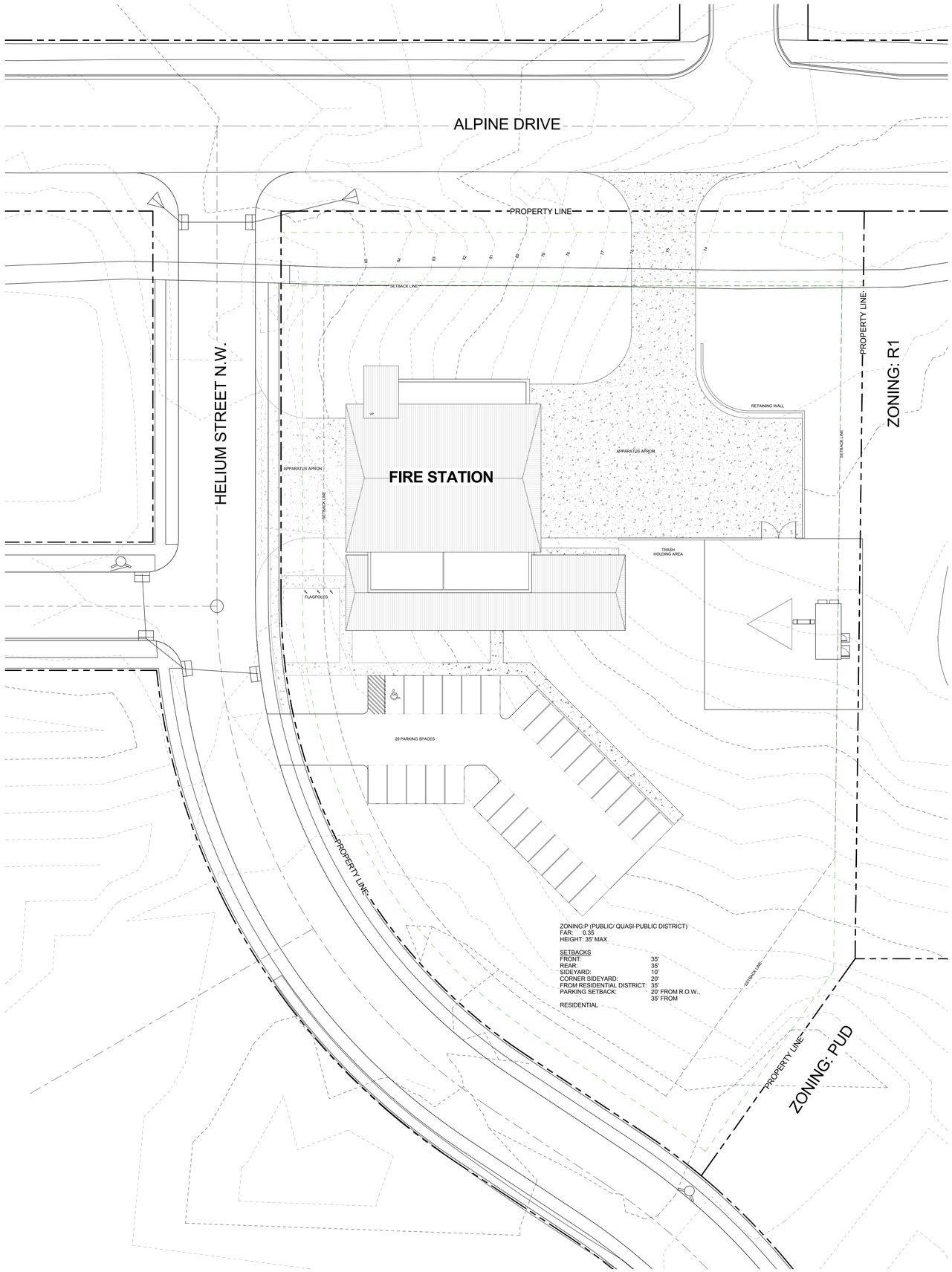
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SHEET BINDING AREA - DO NOT USE



1 A100 Site - True North
3/64" = 1'-0"

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SHEET TITLE

SITE PLAN

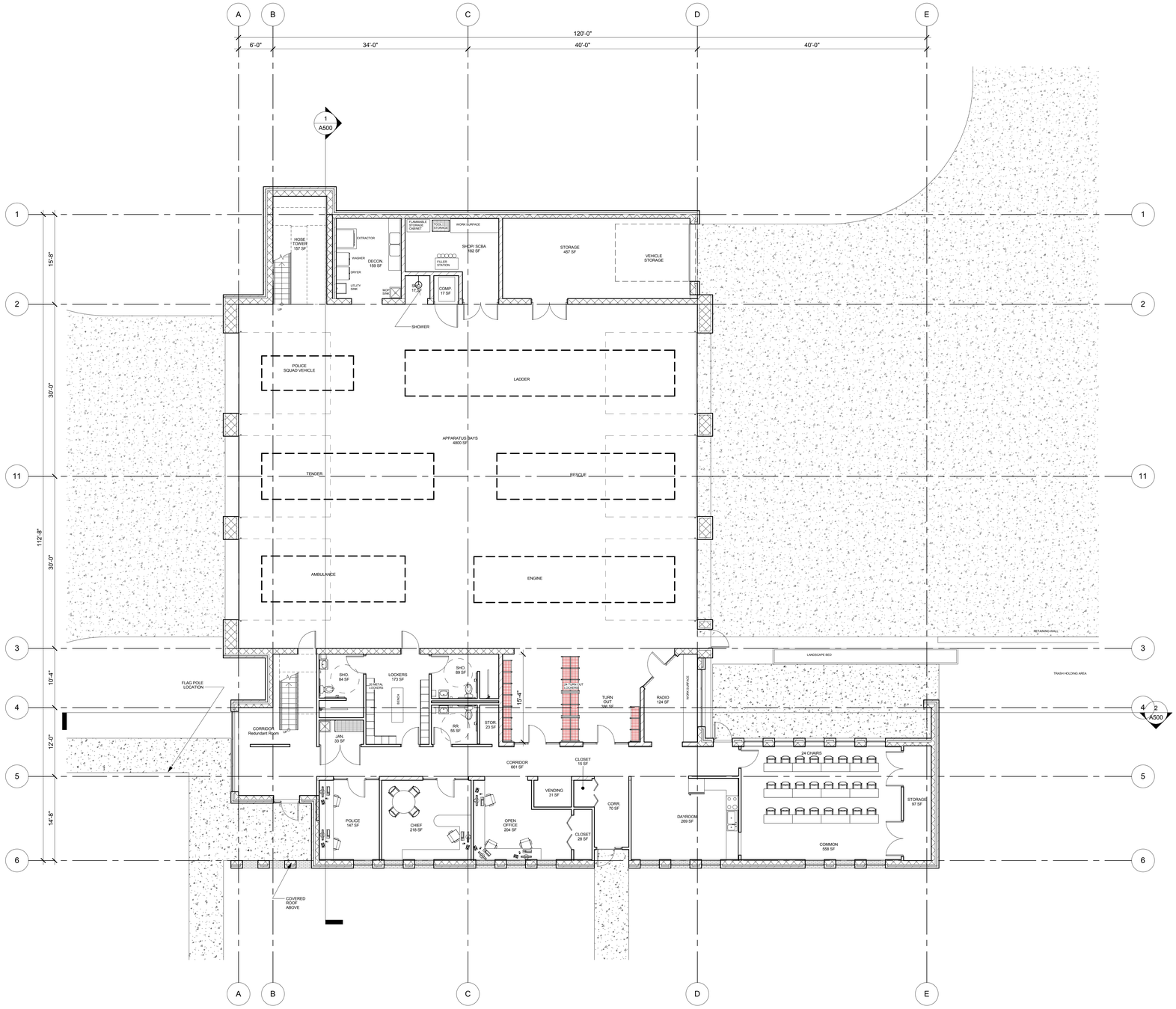
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1 A101 FIRST FLOOR PLAN

1/8" = 1'-0"

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REVISION	DATE

DATE	04/25/2014
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FIRST FLOOR PLAN

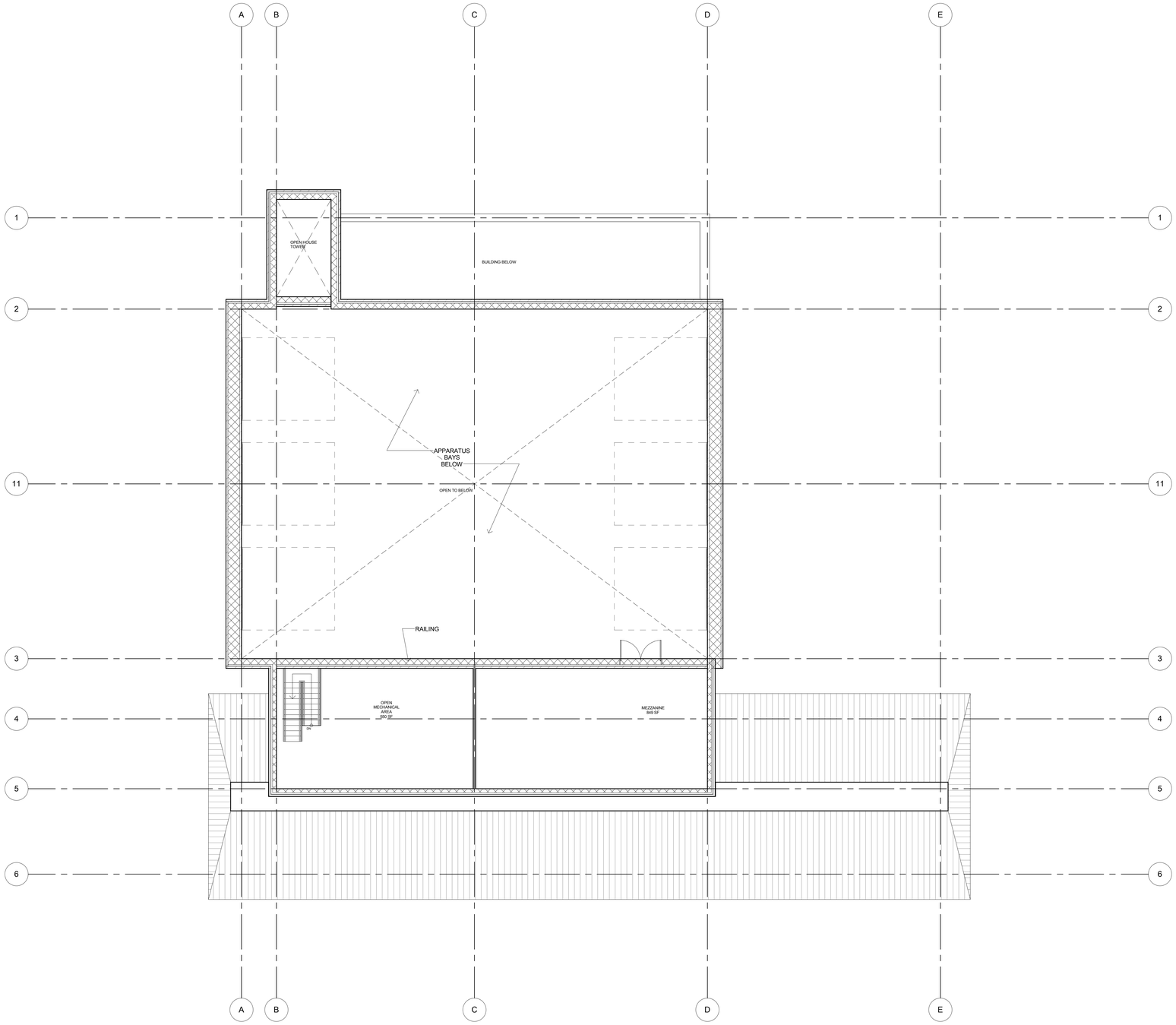
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1 A102 MEZZANIINE PLAN
1/8" = 1'-0"

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Interior Design
Landscape Architecture
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PROJECT TITLE

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COMMISSION NO.	1937.01

SHEET TITLE

MEZZANINE PLAN

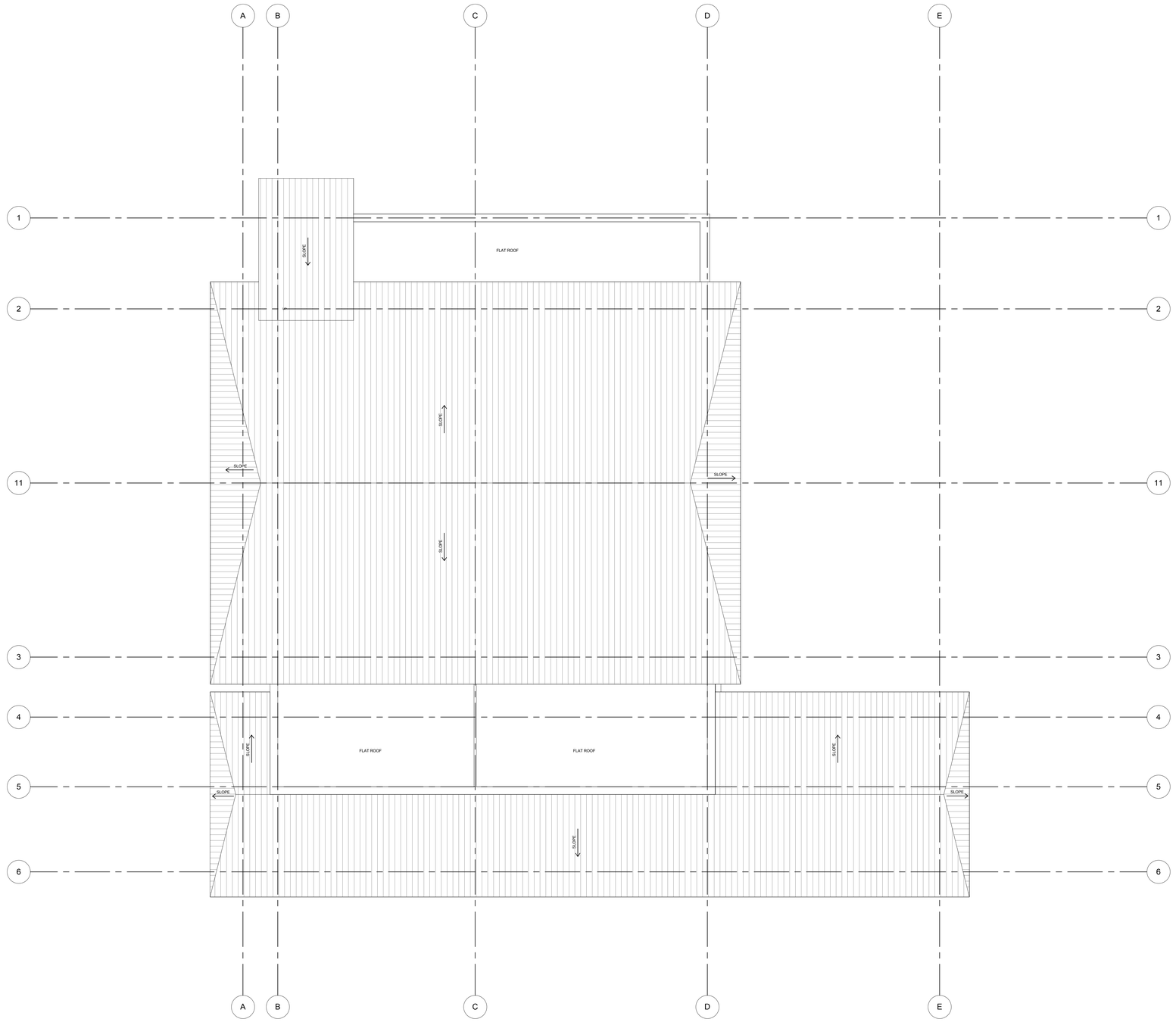
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BKVTB-30x42-V2012



1 A103 ROOF PLAN
1/8" = 1'-0"

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PROJECT TITLE

Ramsey Fire Station #2

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License Number Date

REVISION	DATE

DATE	04/25/2014
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CHECKED BY	Checker
COMMISSION NO.	1937.01

SHEET TITLE

ROOF PLAN

SHEET NUMBER

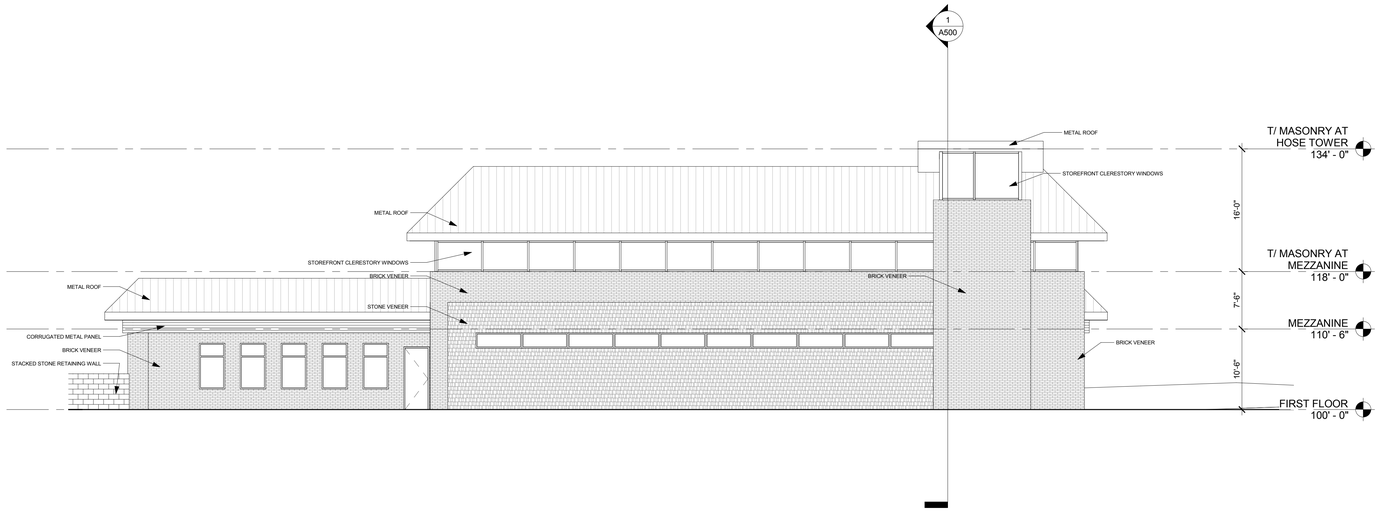
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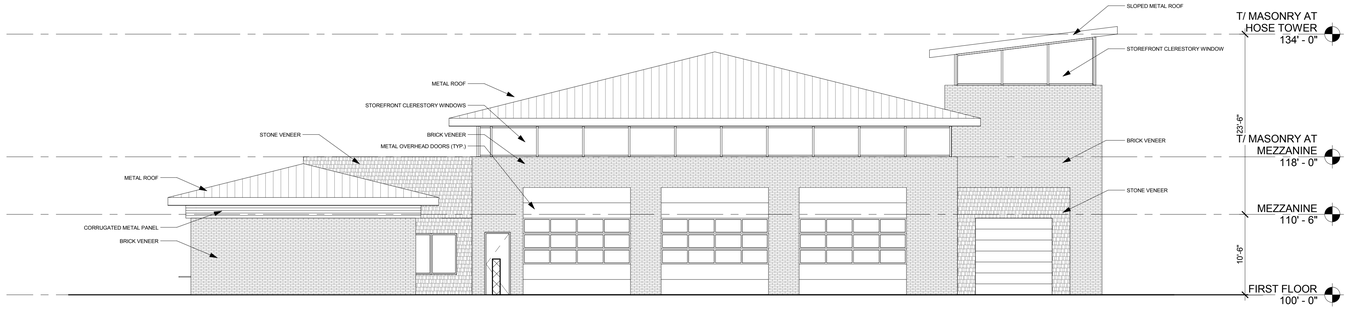
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BKVTB-30x42-2012

SHEET BINDING AREA - DO NOT USE



2 A400 NORTH ELEVATION
1/8" = 1'-0"



1 A400 EAST ELEVATION
1/8" = 1'-0"

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Landscape Architecture
Engineering

Boarman Kroos Vogel Group Inc.

222 North Second Street
Minneapolis, MN 55401
Telephone: 612.339.3752
Facsimilie: 612.339.6212
www.bkvgroup.com
EOE

CONSULTANTS

ISSUANCE

Schematic Design

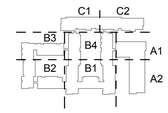
NOT FOR CONSTRUCTION

04/25/2014

PROJECT TITLE

Ramsey Fire Station #2

KEY PLAN



CERTIFICATION
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Architect under the laws of the State of Minnesota

Bruce Schwartzman

MM/DD/YYYY
License Number Date

REVISION	DATE

DATE	04/25/2014
DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NO.	1937.01

SHEET TITLE

EXTERIOR ELEVATIONS

SHEET NUMBER

A400

© 2013 BKV Group, Inc. EOE

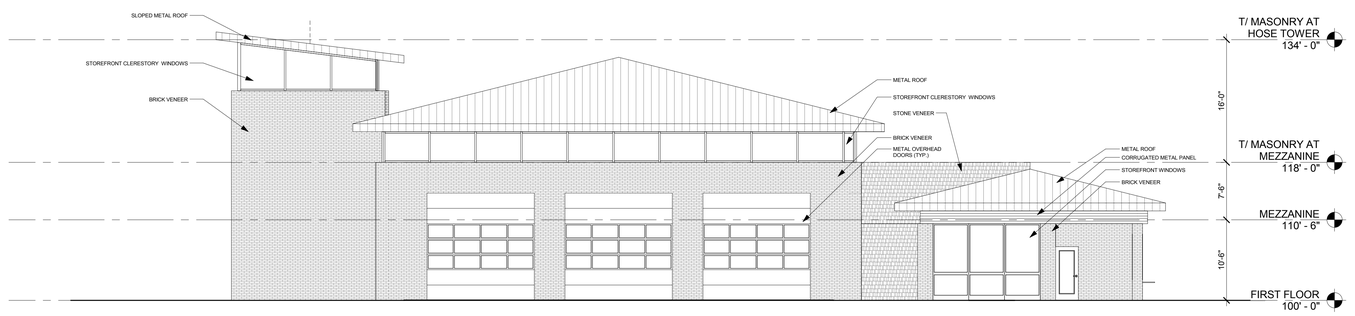
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BKVTB-30x42 v2012

SHEET BINDING AREA - DO NOT USE



1 A401 SOUTH ELEVATION
1/8" = 1'-0"



2 A401 WEST ELEVATION
1/8" = 1'-0"

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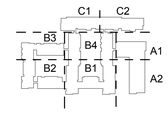
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DATE	04/25/2014
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COMMISSION NO.	1937.01

SHEET TITLE

EXTERIOR ELEVATIONS

SHEET NUMBER

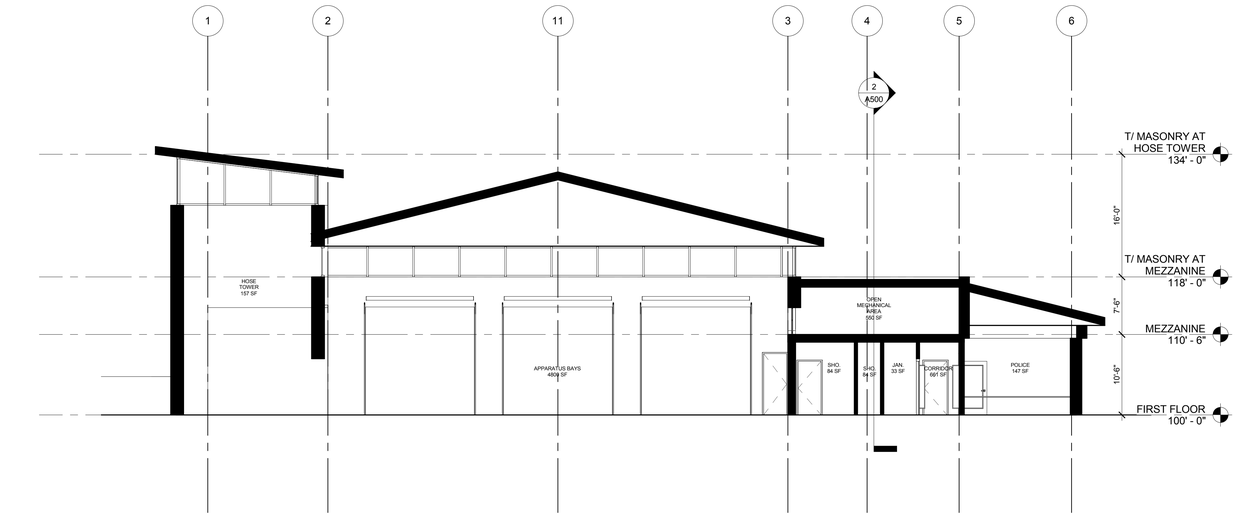
A401

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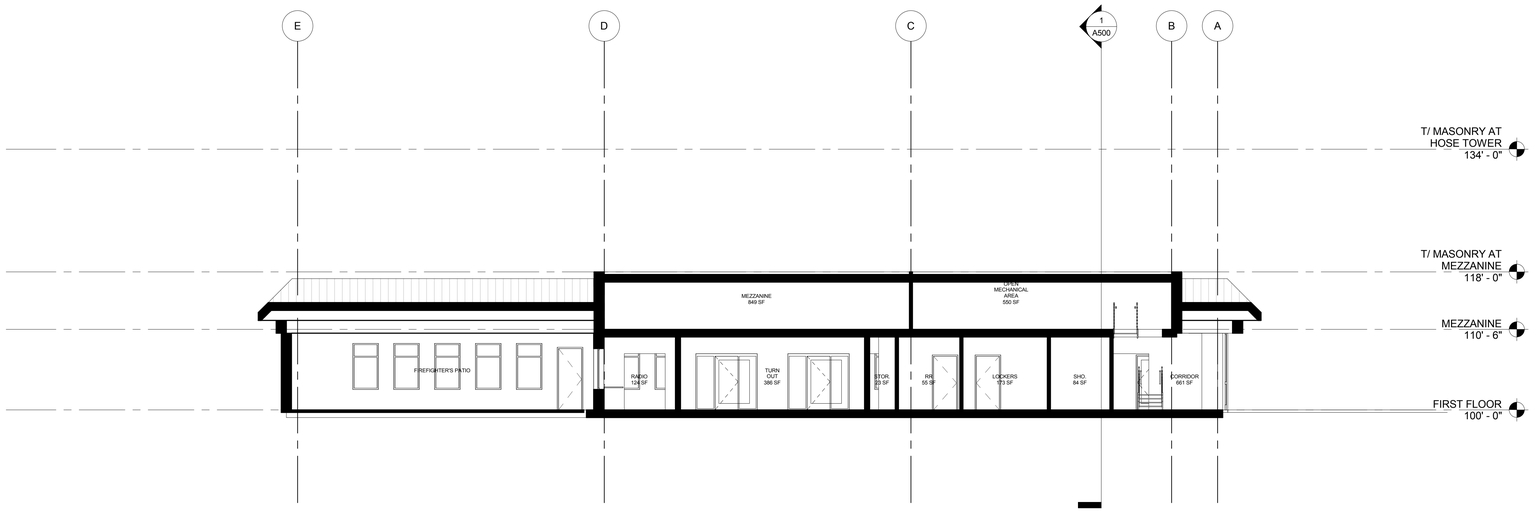
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BKVTB-30x42 v2012

SHEET BINDING AREA - DO NOT USE



1 A500 NORTH - SOUTH SECTION
1/8" = 1'-0"



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EOE

CONSULTANTS

ISSUANCE

Schematic Design

NOT FOR CONSTRUCTION

04/25/2014

PROJECT TITLE

Ramsey Fire Station #2

KEY PLAN

CERTIFICATION
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Bruce Schwartzman

License Number

MM/DD/YYYY Date

REVISION	DATE

DATE	04/25/2014
DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NO.	1937.01

SHEET TITLE

BUILDING SECTIONS

SHEET NUMBER

A500

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4/25/2014 1:33:57 PM

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CC Work Session **2. 1.**

Meeting Date: 10/08/2013

Information

Title

Discussion on Next Steps of Fire Station #2 Replacement

Purpose

Purpose of tonight's topic is to discuss next steps and timeline of the replacement fire station #2. Bruce Schwartzman of BKV will be at the meeting to provide technical info on the process of designing and building a Fire Station.

Current CIP shows construction in 2014. Realistically if the decision is to move ahead with the project, a construction timeline of 2015 may be more realistic. The Architect attending the meeting can go through the timeline from design to build.

Timeframe

Approximately 30 minutes.

Funding Source

This topic is for discussion only. Funding sources will be discussed as the "proposed" project moves ahead.

Responsible Party(ies)

The Fire Chief will act as the primary contact, although Finance and City Administrator will also be involved during the entire project cycle.

Outcome

The desired outcomes of tonight's discussion are to give the Council a better understanding of the Fire Station 2 project, and to give staff direction to continue to move forward with the next steps.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/03/2013 12:08 PM
Kurt Ulrich	Kurt Ulrich	10/03/2013 02:38 PM
Form Started By: Dean Kapler		Started On: 10/03/2013 11:54 AM
Final Approval Date: 10/03/2013		

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, October 8, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Sarah Strommen Councilmember Randy Backous Councilmember Jill Johns Councilmember Mark Kuzma (arrived at 5:58 p.m. Councilmember John LeTourneau Councilmember Jason Tossey (arrived at 6:07 p.m.)
Members Absent:	Councilmember Chris Riley
Also Present:	City Administrator Kurtis Ulrich Finance Director Diana Lund Fire Chief Dean Kapler Public Works Superintendent Grant Riemer Development Services Manager Timothy Gladhill Assistant to the City Administrator Patrick Brama

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:49 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discussion on Next Steps of Fire Station #2 Replacement

Fire Chief Kapler reviewed the staff report and past work of BKV, such as designing the current building and providing recommendations on how to use the old City Hall once we moved to the new Municipal Center. Fire Chief Kapler explained how a 4.2-acre site was acquired that would be an excellent location for Fire Station #2, and that a site analysis was undertaken by BKV. Fire Chief Kapler stated a process is still underway in how to use the old City Hall site and consideration tonight is whether to consider a parallel path to also move forward with construction of Fire Station #2.

Bruce Schwartzman, architect with BKV, stated in 2011 he worked with the Fire Chief and City staff to analyze the subject site at the corner of Helium Street and Alpine Drive to determine if the site would accommodate a fire station. He displayed an aerial view of the subject site and explained how they conducted a program analysis of type and size of equipment and training and office space needs, so the station could be designed to uniquely fit the City's needs. Mr. Schwartzman stated they calculated a conceptual square footage need of 12,000 sq. ft. and then

considered whether it would fit on this site. Mr. Schwartzman explained that placing the building pad is then considered to assure adequate turning movements for the largest piece of equipment, in this case the aerial ladder truck. He presented a two-story (more expensive) and a single-story (more efficient) application and floor plan layout. Preliminary cost estimates were then determined for hard and soft costs. Mr. Schwartzman presented the updated proposed schedule that included the steps involved to design a project and how long each step would take. He stated they typically tour newer fire stations as a group to determine what does and does not work well.

Councilmember Kuzma arrived at 5:58 p.m.

Mr. Schwartzman completed an explanation of the steps contained in the schedule, noting with each step a cost estimate is calculated to assure it remains within what has been approved by the Council. He estimated eight to ten months of construction, meaning if approved in October of 2013 and bid next summer, Fire Station #2 would be completed the summer of 2015. Mr. Schwartzman stated next steps at this point are to finalize purchase of the property (already completed), complete a site survey, conduct geotechnical borings of the site, finalize architectural and engineering contract and project schedule, research zoning and planning requirements, design and client team kick-off meeting, and schematic design phase and cost estimates. Mr. Schwartzman displayed and described diagrams of the Rochester fire station and process used by that city.

City Administrator Ulrich stated staff recommends retaining BKV, moving to the schematic design phase, and to negotiate the fee for that, which is estimated at $20,000. He stated a schematic design should be good for five years so it could be held off for budget reasons or the sale of the old City Hall property, if applicable. City Administrator Ulrich stated another option is to go out for RFPs; however, it would cost additional for staff time. He asked for Council feedback on whether they were comfortable with using BKV as the architect and the next steps.

Councilmember Tossey arrived at 6:07 p.m.

Councilmember LeTourneau stated he understands Fire Station #2 is in the CIP and anticipated in the 2014 budget and asked what is the actual need, and why now.

Fire Chief Kapler stated a new fire station has been in the CIP but pushed out as the decision process has been underway. He stated it was discussed when the City moved out of the old City Hall but it did not seem like the right time to do it. Fire Chief Kapler stated the existing building no longer serves the needs of the Fire Department and is not efficient.

Mr. Schwartzman stated if the new fire station is not available, it may hold up the sale or use of the old City Hall.

Councilmember LeTourneau stated he is trying to tie it into public safety and need of the community and not tie it into future use of the City Hall site.

Fire Chief Kapler stated staff has researched the best location for the new fire station and believe the property the City owns is the best location related to north/south and east/west routes. In addition, he does not believe the City's Fire Department will become full time any time soon and this is a good location to pull fire fighters.

Councilmember LeTourneau stated he thinks there would be a need for a new fire station based on the need of public safety and that consideration is unrelated to whether to sell the old City Hall property or its future use.

Mayor Strommen stated another issue is that the Fire Department is located within the old City Hall, which impacts its future use.

City Administrator Ulrich stated when this process was started, all the options were considered and that included a remodel of the City Hall. He stated the old City Hall sits in the middle of a 17-acre parcel and it was found that in the long run, it was more cost effective to relocate the fire station to the property the City owns.

Councilmember LeTourneau stated he heard comments that the City was considering a data center to pay for a new fire station but he thinks Fire Station #2 is needed to serve public safety.

Fire Chief Kapler clarified that the discussion of moving the fire station location started long before the option of a data center came up.

Councilmember Kuzma asked if the cities considering shared fire services will contribute to the cost of a new fire station.

Fire Chief Kapler stated anything is possible and cost-share models are currently under review. He stated the issues of who owns buildings, equipment, and pays for maintenance is an issue in how to divide costs equitably between all members that consolidate. He stated he will bring that issue before the Study Group for discussion.

City Administrator Ulrich stated the timing should also be flexible because the next six months to a year will involve an in-depth analysis of shared fire services.

Mayor Strommen stated that is a broader discussion of how costs are allocated for operations as well as building and equipment, which should play out in the Study Group.

Fire Chief Kapler stated with this consolidation, the question of whether Ramsey needs to rebuild comes up. He stated the consultant hired in 2013 and the ISO agent were contacted and the consultant thought the City's four fire stations were the right number and in the right location considering the four communities under discussion for joint services. Apparatus within the stations is different because two of the communities feel they have more apparatus than needed.

Councilmember Backous asked if the old City Hall property has a posted "For Sale" sign.

City Administrator Ulrich stated it does not. He explained that in November and December, staff will be meeting with neighboring residents to discuss future property use for the old City Hall site. But, that property could be placed with the broker if so directed by the Council.

Councilmember Tossey stated he does not think asking other communities to subsidize a fire station will encourage them to enter into a long-term relationship for shared fire services. He stated Corcoran is already out so he would be cautious in how that issue is approached.

Mayor Strommen asked whether the Council supports staff's recommendation.

Councilmember Johns stated support for staff's recommendation.

Councilmember LeTourneau stated he appreciates Mr. Schwartzman's participation and suggested that relationship continue with BKV to deliver this project.

Councilmember Tossey stated he wants to be cautious in a new endeavor that will cost the City more money in light of a possible tax increase. He stated when the bonds come off for Fire Station #1, it may be an opportunity to lower taxes instead of starting to pay for a new fire station.

Mayor Strommen stated the schematic design will have a shelf life of five years so moving forward with that step will allow the City to be ready but not require immediate construction.

Mr. Schwartzman stated there may be code or material changes, depending on the time elapsed.

Councilmember Backous stated he is not supporting stopping the process but would feel better if the land was sold and then the City would have the cash in hand. He stated support to place the old City Hall site with a broker so it can be sold.

Fire Chief Kapler noted the fire station is currently located in the old City Hall and there is a process to complete Fire Station #2 that will take time.

Councilmember Tossey stated he agrees the property should be sold, but the issue of zoning has to be resolved first.

City Administrator Ulrich agreed and noted when sold, the first thing someone will ask is what can be done on the site so the public process relating to use of the site needs to be completed.

Mayor Strommen supported moving both the design step and public process forward at the same time. She stated she is comfortable continuing to work with BKV and to have staff vet costs to be sure BKV's cost is competitive.

City Administrator Ulrich agreed it is prudent to not move ahead until the old City Hall site is sold but with the Fire Station #2 plans in place, the City would be able to quickly move forward, if needed.

Councilmember Backous asked if Fire Chief Kapler is moving forward with alternative plans for a temporary location.

Fire Chief Kapler stated there are options, but not great options, to find a temporary location.

City Administrator Ulrich stated staff has looked at scenarios for the fire station to move out quickly should a purchase offer be received.

The majority consensus of the Council was to move forward with staff's recommendation to retain BKV, move to the schematic design phase, and to negotiate the fee for that, which is estimated at $20,000.

2.02: Review Proposal for Resident Survey

City Administrator Ulrich reviewed the staff report and presented a proposal and prototype survey from The Morris Leatherman Company to conduct a community survey. It was noted that $7,500 is budgeted in the General Fund for 2014, there are State grant funds of $3,400, and questions relating to utilities can be charged to that fund. He explained staff would like to discuss the merits of moving forward with a survey in 2013 to allow for a baseline of information to be used for strategic planning in early 2014. If conducted in 2013, the cost of the survey can be funded by Enterprise Funds, Council contingency, and State grant funds. City Administrator Ulrich reviewed options to reduce the survey cost by reducing the number of questions and indicated staff could obtain quotes or a mailed/newsletter survey could also be considered though it could involve more staff time and may not result in receiving comment from a cross section of Ramsey's residents. He asked for the Council's input whether to conduct the survey in 2013 or in 2014.

Councilmember Kuzma supported pushing out the timing for the survey because there is currently a lot of disinformation in the community. He would like the issues currently under discussion to be settled before conducting a survey.

Councilmember Tossey suggested the "survey" be the 2014 election and stated he would prefer doing it by initiative referendum or the City's representatives. He stated he thinks residents are using the survey on him so he would not support conducting a survey as a priority because residents are already engaged.

Mayor Strommen asked if the City has ever conducted a survey that is not issue specific but more broad in nature relating to City services.

City Administrator Ulrich stated there has not been such a professional survey to his knowledge.

Councilmember Johns stated depending on the thrust of the survey, it could be valuable as a budgeting tool. But, if talking about services and strategic planning, that is set. Councilmember Johns supported delaying the survey but still felt it was important to find out what the priority is for residents.

Councilmember Backous stated he thinks the survey on road reconstruction was a waste of money because the Council did not do anything with the information received. He stated the City sends mailings (utility bills/newsletters) already and he would suggest always stuffing those mailings with questions on how the City is doing and then keeping a record of the responses. In that way, all have the opportunity to respond. Councilmember Backous stated he does not support hiring a professional firm to conduct a survey.

Councilmember LeTourneau stated the City conducted strategic planning and found it would be a good way to gauge the Council's performance and get community direction. He noted the Council made a commitment to do that but now when it is under discussion, the Council is not as engaged in the survey process. He stated he knows there are items that need to be addressed and a survey could gather that information but some issues, such as average fire response time should be information the City already has. Councilmember LeTourneau stated the Council should know about ratings of the business community and other services and that type of survey information could be beneficial during the next strategic planning exercise.

Councilmember Backous agreed but stated if transparency is the goal, it should be a simple quarterly survey and the Council should not pick and choose the time the survey is conducted.

Councilmember LeTourneau stated a longer conversation on the tools will need to be held along with the type of information to be gathered, as the statistical results from a telephone survey will be totally different than the statistical results from a mailed survey. He felt a telephone survey will produce better outcomes.

Councilmember Backous stated he thinks a lot of people used to have home telephones but they now have cellular telephones so those statistics went "out the window."

Councilmember Tossey stated he would like to talk about the idea that it was in the Strategic Plan so it has to be done, as he does not want to be "tethered" to the Strategic Plan if it does not make financial sense. He stated if funding was not an issue it would be great but in Ramsey the money is not there so the Council should stop spending it. Councilmember Tossey stated as policy makers, the Council has the right to be flexible and make that type of decision, to adapt to the current conditions.

Mayor Strommen agreed with the need to be flexible with the Strategic Plan, noting the other issue is that metrics are part of the Strategic Plan and residents support having a means to measure. She stated she is also asking if the survey is worth the cost and the types of questions that would be asked. Mayor Strommen asked if there is another way to measure whether the Council is succeeding and suggested another conversation of how to measure success with the Strategic Plan and in setting priorities. She agreed that the City can ask questions but how the questions are framed needs to be considered to ensure the input received will be useful. Mayor Strommen stated as the Council considers the 2015 budget, it needs to know the services that residents find to be important. Mayor Strommen agreed it is important to have good baseline information but she wants to consider if there is another method to get the information and if a survey is conducted, to clearly define the intent.

City Administrator Ulrich suggested staff conduct further research in how other communities conduct surveys and address strategic planning during budget discussions.

Councilmember Johns noted part of the cost is analysis of the survey results, which is expertise the Council does not have. She stated if a survey is done, it has to be done right to assure honest feedback and a good assessment of the resulting data.

The consensus of the Council was to delay consideration of a resident survey and ask staff to research additional options.

3. TOPICS FOR FUTURE DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Mayor Strommen adjourned the Work Session of the City Council at 6:46 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 10.**

Meeting Date: 11/26/2013

Submitted For: Dean Kapler, Fire Department **By:** Dean Kapler, Fire Department

Information

Title

Authorization to enter into contract with BKV for schematic design of Fire Station #2

Purpose/Background:

On October 8, 2013 at the Council Work Session, Bruce Schwartzman of BKV made a presentation to the council detailing the next steps in rebuilding fire station #2. At the end of the presentation, the consensus of council was to move ahead with schematic design and negotiate a price estimated at $20,000.

Staff has received a Professional Services Proposal from BKV for the Schematic Design phase in the amount of $19,000. The process is expected to take 2-3 months.

Staff has researched with other communities to assure this amount at market value. Although most communities don't complete the schematic design phase separately, those who staff spoke with agreed that the $20,000 estimate represented a good average cost.

Minutes of the October 8, 2013 work session are attached to this case.

Funding Source:

The $19,000 will be taken from the Professional Services line item of the 2014 Fire Department budget. Most of these monies will be forwarded from the 2013 budget that was earmarked for the Shared Services costs. Council may remember that a grant was received and covered the entire cost of the consultant used for the Shared Services Study.

Recommendation:

It is recommended that Council authorize staff to enter into a contract in the amount of $19,000 for the professional services of a schematic design for fire station #2.

Action:

Authorize staff to enter into a contract in the amount of $19,000 for the professional services of a schematic design for fire station #2.

Attachments

Service Contract

Minutes from Oct 8, 2013

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	11/19/2013 07:46 AM
Kurt Ulrich	Kurt Ulrich	11/21/2013 03:31 PM
Form Started By: Dean Kapler		Started On: 11/18/2013 02:55 PM
Final Approval Date: 11/21/2013		

CC Regular Session **7. 2.**

Meeting Date: 08/11/2014

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Authorize Contract for Professional Architectural Services and Adopt Reimbursement Resolution #14-08-156 for Fire Station #2 Project #14-30

Purpose/Background:

PURPOSE

The purpose of this case is to (1) formally authorize a contract for professional services with BKV Group to Provide Architectural Services for the new Fire Station #2, (2) authorize completion of final design and bid documents by BKV Group, and (3) adopt the attached reimbursement resolution for Fire Station #2 project costs.

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. Listed below is a detailed outline of the process previously undergone and projected for a new Fire Station #2.

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. NOTE: the process to develop site plans, architectural plans, bid documents, award a bid, and attain government approvals for a new Fire Station #2 could span several months to a year.

> *RECENT UPDATE: 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. Value exists in completing this step now, rather waiting for a development proposal/purchase agreement to be presented to the City Council for the old municipal center site (timing purposes). 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. Unless the Council was not interested in pursuing a new Fire Station #2 in the next 1-5 years altogether, Staff would recommend this step be completed. The purpose of this case is to authorize this step to be completed by BKV Group. Please see staff recommendation for details.

5. Bidding & Bid Award ($9,000)
The purpose of this stage is to bid and potentially award the proposed construction project to a general contractor. Staff would recommend the City Council have a detailed/formal policy discussion regarding this project before this step is completed. This would entail a detailed review of the project budget and the proposed funding source (bonding). The outcome of said discussion would be consensus support for construction of a new Fire Station #2, or not. Bidding and bid award could be completed this fall/winter (which would allow spring construction and occupancy in the fall of 2015) or it could be done at a later date (for example, when a purchase agreement is signed for the old municipal center site).

6. Construction Administration ($34,000)
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.

FIRE STATION #1 VS. FIRE STATION #2
At the July 22 Council worksession meeting, Staff was asked to provide a comparison of Fire Station #1 and the proposed Fire Station #2. Attached to this case is a comparison overview. Fire Chief Kapler, Police Chief Way and BKV Group President Schwartzmen will be available to provide details.

Notification:
NA

Observations/Alternatives:
ALTERNATIVES
1. Approve the proposed contract for architectural services and authorize final design.
Please see "Staff Recommendation" section of this case for a details.

2. Don't approve the proposed contract for architectural services and don't authorize final design.
The Council does have the ability to withdraw/delay/amend the proposed project. If the Council wished to significantly amend the proposed process, such action could delay the proposed project to be completed from 2015 to 2016. If a major amendment was suggested, or additional information was needed before moving forward, Staff would recommend this case be brought back for a detailed discussion. Below are potential alternatives:

- Don't move forward with relocating Fire Station #2 altogether
- Wait to complete final design until a later date
- Complete a formal RFP for architectural services
- Consider a new design or location for Fire Station #2
- Request additional information/research

Funding Source:

Funding Source:

Short Term: Facilities Fund ($182,993 projected balance at year end).
Long Term: This work will be refunded via a reimbursement resolution and wrapped up within bonding for the entire project. A reimbursement resolution for this project is attached to this case.

What about the bigger financial picture?
Considering the bigger picture, the proposed project will have a TOTAL price tag of about $4M (including all soft costs). Staff estimates the annual debt service to be about $284,000 for 20 years. As previously discussed with the Council, debt service for Fire Station #1 will be retired after 2016. The City pays about $140,000 annually for debt service on Fire Station #1. Therefore, if Fire Station #2 was constructed, and Fire Station #1 was paid off, the NET increased annual cost to the City would be about $144,000. Below are other factors to consider:

- If Fire Station #2 is constructed in 2015, debt service would begin in 2016 (which would overlap with the last year of debt service payments for Fire Station #1). As a result, if this scenario played out, Staff would recommend capitalizing interest in 2016, and beginning bond payments in 2016 for Fire Station #2. Attached is an example $4M bond run with capitalized interest in year one; and projected capital outlays for the next three years.
- One major unknown is the sale and development of the old municipal center site. Previously, Staff has received direction from the Council to pledge proceeds from the sale of the old municipal center site to Fire Station #2. Staff would estimate the 'Asking Price' for the old municipal center site to be near $820,000.
- The process to construct a new Fire Station #2 and demolish/clean-up the existing old municipal center site could take well over one year. Marketing the old municipal center site *AS-IS* will make a land sale transaction complicated/less attractive to a developer and will yield a lower than market sale price--due to uncertainties (i.e. Who pays for demolition and site clean-up costs? Is a 'subsidy' required? What happens with the identified environmental concerns? Will a purchase agreement become overly complicated with deadlines/requirements? etc.). The City may want to consider administering the demolition of existing buildings and site clean up. Staff intends to discuss this topic in detail with the City Council either at the completion of final design by BKV Group or within the next two months.

Recommendation:

STAFF RECOMMENDATION (BACKGROUND):

What is the general recommendation?
The City has completed the first three steps of the process identified in the "Purpose/Background" section of this case. The general purpose of this case is to consider step 4--authorize final design. Staff's recommendation is to authorize BKV Group to complete said work.

Why BKV Group?
BKV Group is very familiar with this project and the City of Ramsey. BKV Group provided design services in step 1 and 3 of this process. Additionally, BKV Group has worked with the City in the past (new Ramsey Municipal Center). In summary, Staff believes BKV Group has provided quality service to-date. BKV submitted a proposal to the City of Ramsey for steps 4, 5 and 6 of the process outlined in the "Purpose/Background" section of this case; below are highlights; attached is a detailed proposal.

- Price: $171,000 total cost. Step 4 $128,000 (this step), Step 5 $9,000, Step 6 $34,000.
- BKV Group did discount their original proposal by $19,000 to compensate for work previously completed.
- Due to BKV Groups' familiarity with this project, they reduced the proposal price to just below 6% of construction costs (which is competitive by industry standards).

Did Staff check with competitors?
Staff did not conduct a formal RFP process for this project for the following reasons:

- BKV Group has effectively provided professional services for steps 1 and 3 of this process; and is familiar with this project.

- BKV Group discounted their price to compensate for previous work; and has dropped their total asking price due to their familiarity with the project (just below 6%).
- A formal RFP process is not required in this situation (by Statute). A formal RFP process is a lengthy and staff intensive process. Staff did receive rough proposals from two other firms:
    - Tushie & Momntomery: 5.75%, $185,725
    - Kodet Architectural: 5.85%, $188,955
    - BKV Group: $171,00

STAFF RECOMMENDATION:

(1) Authorize contract for professional architectural services with BKV Group for Fire Station 2; contingent upon review and amendments from the City Attorney.

This will provide a working contract with an architect (BKV Group) for the proposed Fire Station #2 project. The City may terminate said contract at anytime. If terminated, the City would be obligated to pay for completed work only.

-and-

(2) Authorize BKV Group to complete final design and bid documents ($128,000 cost).

This will provide direction for BKV Group to complete final design and bid documents (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 an a quick and effective manner. Value exists in completing this step now, rather waiting for a development proposal/purchase agreement to be presented to the City Council (for timing purposes). This work does have a shelf life of five years. This work will need to be completed in order to construct a new Fire Station #2. Unless the Council was not interested in pursing a new Fire Station #2 in the next 1-5 years altogether, Staff would recommend this step be completed.

Upon completion of this step, the City Council will have an opportunity to review final plans and specs; final estimated project budget; final proposed funding mechanisms; proposed action-plan for the old municipal center site; and proposed impact to the City's budget. After review of the items mentioned, Staff will ask for direction from the City Council on whether or not to move forward with the proposed project (and if so, when).

-and-

(3) Approve the attached Reimbursement Resolution 14-08-156 for Fire Station #2 design and construction costs.

Adopting a reimbursement resolution will provide a mechanism to pay-back the City's "Facilities Fund" with future bonds. This will allow the City to wrap all costs associated with the proposed project into a single funding mechanism. This resolution does NOT obligate the City to pay for the proposed design costs with bonds (or any other portion of the proposed project). This resolution simply ALLOWS the City to reimburse itself--should the Council decide to, at a later date.

NOTE: The approvals proposed by Staff do NOT obligate the City to construct a new Fire Station #2.

Action:

Authorize contract for professional architectural services with BKV Group for Fire Station 2; contingent upon review and amendments from the City Attorney.

-and-

Authorize BKV Group to complete final design and bid documents.

-and-

Approve the attached Reimbursement Resolution 14-08-156 for Fire Station #2 design and construction costs.

Attachments

Professional Services Contract (purpose of case)
Reimbursement Resolution (purpose of case)
Ref Map 5650 Alpine
Preliminary Site Plan
Comparison Overview
BKV Group Proposal
BKV Group Preliminary Budget
Mock Bond Run
Debt Scenarios
10082013 CCWS Case
10082013 CCWS Minutes
11262013 CCRS Consent Case

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/07/2014 07:49 AM
Diana Lund	Diana Lund	08/07/2014 07:53 AM
Dean Kapler	Jo Thieling	08/07/2014 08:51 AM
Patrick Brama	Patrick Brama	08/07/2014 01:16 PM
Dean Kapler	Dean Kapler	08/07/2014 01:29 PM
Kurt Ulrich	Kurt Ulrich	08/07/2014 05:12 PM
Form Started By: Patrick Brama		Started On: 07/31/2014 04:18 PM
Final Approval Date: 08/07/2014		

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, August 11, 2014, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous (left the meeting at 7:55 p.m.)
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Assistant Fire Chief Matt Kohner
Police Captain Tim Frankfurth
Parks and Assistant Public Works Superintendent Mark Riverblood
Human Resources Manager Colleen Lasher
City Clerk Jo Ann Thieling
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Assistant to the City Administrator Patrick Brama
Economic Development Manager Ted LaFrance
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

2.01: Strategic Plan Update

City Administrator Ulrich presented an update on the Council's Strategic Plan, detailing goal tasks that had been completed, were in process, and not yet started.

The Council thanked staff for its work towards accomplishing the Council's established goals and acknowledged the City's Mission Statement.

Councilmember Tossey expressed concern relating to growth of government that resulted in increased taxes.

3. CITIZEN INPUT

Wayne Buchholz, 14621 Neon Street, asked questions about the PSD, LLC, agreement that was considered during a Closed Session. He expressed concern that the purchase was based on $3.12/square foot while a recent sale to Casey's was at $10/square foot and the McDonald's site was at $8.17/square foot. Mr. Buchholz asked about installation of utilities and questioned whether this HRA should be the one to agree or disagree on this transaction as all but two members had accepted campaign money from Jim Deal, the owner of this company, which does not 'look good' in the eyes of the taxpayers.

Mayor Strommen explained that each transaction is considered separately and the HRA has a pricing strategy reflecting the value of each parcel of land. She noted that the transaction mentioned by Mr. Buchholz was on the higher end of that pricing strategy range.

Councilmember Tossey stated he did not accept campaign money from that property owner but did support the sale because it was based on the market. He noted the other two sales mentioned were located on arterial roadways and the City had agreed six months ago to take care of Center Street. He felt it was preposterous to make a big deal of this sale.

Economic Development Manager LaFrance presented the factors considered when establishing pricing, noting this property has been on the market since 2003. He clarified that utilities are located at the boundary of this property.

Councilmember Backous suggested candidates 'knock on doors' rather than attempt to create political issues where none exist. He stated he also had not accepted campaign money from this property owner and clarified that this Council has determined to not manipulate the free market and instead to get out of the HRA business. Councilmember Backous noted that with the transaction mentioned, the City received just under $1.9 million, 20% of the City's operating budget. He questioned how much staff time has been wasted responding to the baseless inquiries of Mr. Buchholz.

Mayor Strommen declared this issue to be closed and not open to debate as the Council and staff have responded to points raised by Mr. Buchholz.

4. CONSENT AGENDA

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to approve the following items on the Consent Agenda:

4.01: Receive Cash and Investments for period Ending July 31, 2014

4.02: Receive June 2014 Financial Reports – General Fund and Enterprise Funds
4.03: Approve the following Meeting Minutes:
1) City Council Work Session dated July 8, 2014
2) City Council Regular Session dated July 8, 2014
3) City Council Work Session dated July 15, 2014
4) City Council Work Session dated July 22, 2014
5) City Council Regular dated July 22, 2014
4.04: Approve Licenses:

Transient Merchant

Soul 2 Go, 8221 161st Avenue NW (Game Fair), Ramsey, MN 55303
James Gleason, 8221 161st Avenue NW (Game Fair), Ramsey, MN 55303
JWT Heavenly Springers, 8221 161st Avenue NW (Game Fair), Ramsey, MN 55303

4.05: Introduce Ordinance #14-11 Authorizing Sale of Real Property to Correct Legal Description from 1997 Quit Claim Deed from City of Ramsey to Jack Newcomb
4.06: Authorize Contract for Professional Architectural Services and Bid Letting for Parking Ramp Garage Project #14-28
4.07: Adopt Second Amendment to Real Estate Broker Services Contract with CBRE
4.08: Adopt Resolution #14-08-157 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received during the Period of July 18, 2014, through August 6, 2014
4.09: Adopt Resolution #14-08-158 Updating the Personnel Policy
4.10: Report from the Public Works Committee Meeting dated July 15, 2014:
1) Consider Guidelines for Uncontrolled Pedestrian Crossings – *Ratify the recommendation of the Public Works Committee to follow the Local Road Research Board Manual on pedestrian crossings at uncontrolled intersections.*
2) Consider Engineering Study for Pedestrian Crosswalk at Armstrong Boulevard and 161st Avenue – *Ratify the recommendation of the Public Works Committee to leave the pedestrian crossing at Armstrong Boulevard and 161st Avenue as is until pedestrian volumes increase and to direct staff to request police presence in the area for an appropriate length of time to raise awareness.*

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Backous, Johns, Kuzma, and Tossey. Voting No: None.

5. APPROVE AGENDA

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Kuzma, Backous, Johns, Riley, and Tossey. Voting No: None.

6. PUBLIC HEARING

6.01: Public Hearing: Adopt Ordinance #14-07 Amending Charter Chapter 8 – Public Improvements and Special Assessments

Mayor Strommen closed the regular portion of the City Council meeting at 7:43 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Strommen called the public hearing to order at 7:43 p.m.

Presentation

City Administrator Ulrich reviewed the staff report and consideration of the Charter Commission to amend Section 8.4.5 of the Charter, which regulates Council-initiated improvements that are to be paid at least in part by special assessments.

City Administrator Ulrich stated the Charter Commission, at its June 25, 2014, meeting, discussed the petition threshold at length and approved a motion recommending the percentage be changed from 'greater than 50%' to '60% or more.' This amendment was proposed under Minnesota Statutes, Section 410.12, subdivision 7, whereby the amendment can be approved by the Council by ordinance, without an election, provided that Council approval is unanimous. It was noted this proposed amendment was introduced at the July 8, 2014, City Council meeting. He noted that adoption requires a 7-0 vote of the Council.

Citizen Input

Jim Bailey, 5530 156th Lane NW, stated his concern relating to road damage caused by over weight trucks that he believed the public should not be expected to pay.

City Administrator Ulrich clarified that the Assessment Policy under consideration would result in closer to 20% of the entire project cost being assessed to benefiting properties with 80% being paid by other funding sources including the City's General Fund.

Motion by Councilmember Backous, seconded by Councilmember LeTourneau, to close the public hearing.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, LeTourneau, Johns, Kuzma, Riley, and Tossey. Voting No: None.

The public hearing was closed at 7:47 p.m.

Council Business

Mayor Strommen called the regular City Council meeting back to order at 7:47 p.m.

Councilmember Tossey stated he felt raising the petition threshold and lowering the assessment percentage was a win for all and will actually result in lowering the cost of projects by not having a cost for the counter petition process.

The Council expressed its appreciation to the Charter Commission for its recommendation on this matter and thanked staff for their work as well as citizens who became involved and contributed to the debate.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Ordinance #14-07 Amendment to Chapter 8 of the Home Rule Charter Relating to Council Initiated Local Improvements.

A roll call vote was performed by the Recording Secretary:

Councilmember Tossey	aye
Councilmember Kuzma	aye
Councilmember Riley	aye
Councilmember Johns	aye
Councilmember LeTourneau	aye
Councilmember Backous	aye
Mayor Strommen	aye

Motion carried.

Councilmember Backous left the meeting at 7:55 p.m.

7. COUNCIL BUSINESS

7.01: Consider Adoption of Resolution #14-08-160 Accepting Plans and Specifications and Authorizing Advertisement for Bids for Improvement Project #14-24, Center Street Improvements

City Engineer Westby reviewed the staff report and recommendation to construct this project to provide an important north-south connector street through The COR and take advantage of the awarded Transit Oriented Development (TOD) grant funding. He recommended the Council accept plans and specifications and authorize advertisement for bids for Improvement Project #14-24, Center Street.

City Administrator Ulrich stated support to move this project forward and suggested including an option to delay construction to next spring.

City Engineer Westby supported that suggestion as it would provide flexibility and may open the project to additional vendors, resulting in a more competitive bid.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt Resolution #14-08-160 Accepting Plans and Specifications and Authorizing Advertisement for Bids for

Improvement Project #14-24, Center Street Improvements, as revised to include an option for a spring construction.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Johns, Kuzma, LeTourneau, and Tossey. Voting No: None. Absent: Councilmember Backous.

7.02: Authorize Contract for Professional Architectural Services and Adopt Reimbursement Resolution #14-08-156 for Fire Station #2 Project #14-30

Assistant to the City Administrator Brama reviewed the staff report and recommendation to authorize execution of a contract for professional architectural services with BKV Group for Fire Station 2, contingent upon review and amendments from the City Attorney; to authorize BKV Group to complete final design and bid documents; and adopt the draft resolution that will provide a mechanism to pay back the City's Facility Fund with future bonds.

Fire Chief Kapler stated staff is operating under one assumption, that the Fire Department will continue to be a paid-on-call Fire Department for the foreseeable future, which is the most financially responsible model. The Fire Station is not being designed to host a full-time Fire Department.

Bruce Schwartzman, BKV, stated if approved, their goal is to bid the project in January of 2015 with award in January/February. He stated the bids are typically good for 45-60 days. With regard to the bid documents, they may be good for longer than five years as the only change needed would be if the Code changes.

Councilmember Tossey agreed that a new Fire Station was needed; however, he was concerned with consideration of a $4 million bond and resulting debt service for Fire Station #2, the Municipal Center, and future road projects.

Mr. Schwartzman explained how the $4 million estimate was derived based on the size of the Fire Station, current construction costs, and soft costs. He stated the estimate is in line for an 11,500 square foot Fire Station.

City Administrator Ulrich stated staff used the $4 million estimate to show the budget impact. He noted the debt service for Fire Station #1 is coming off the end of 2016, which will be about half of this cost.

Finance Director Lund stated the municipal center debt of just over $1 million goes through 2031 and Capital Equipment Certificates of $160,000 per year go through 2023. The proposed 2015 budget includes additional Capital Equipment Certificates and the Road Reconstruction Bond. She explained that with Fire Station #2, the interest would be capitalized in 2016 and the payment would be pushed to 2017. She noted that all of this information was included in the 2015 budget handout discussed at the tonight's Work Session.

City Administrator Ulrich stated the land proceeds for the Fire Station site was not included.

Councilmember Riley stated this property was already declared as surplus and a decision was made to sell it. He noted Fire Station #2 was not being over-built and he relied on the City's experts who have indicated this is what is required.

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to Authorize Execution of Contract for Professional Architectural Services with BKV Group for Fire Station 2, contingent upon review and amendments from the City Attorney; to authorize BKV Group to complete final design and bid documents; and, to Adopt Resolution #14-08-156 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code.

Further discussion: Mr. Schwartzman stated the Council will consider this again mid-January 2015. Councilmember Tossey stated he would like to know the final costs before determining whether to support this action. Mr. Schwartzman reviewed the information that would be presented prior to going out to bid. Councilmember Tossey stated he will be opposing this motion because he does not know the actual cost and he does not want to put this debt on future Councils. Councilmember Riley noted that without these plans, the final costs cannot be determined. Mayor Strommen thanked staff for its thorough analysis of all three Fire Stations.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, LeTourneau, Johns, and Riley. Voting No: Councilmember Tossey. Absent: Councilmember Backous.

7.03: Consider Purchase Agreement Amendment for Imperial Development for Purchase of 5195 142nd Avenue NW

Economic Development Manager LaFrance reviewed the staff report and terms of the amended original purchase agreement between the City and Imperial Development Company for the purchase of 5195 142nd Avenue NW. Staff recommended the Council authorize execution of the Purchase Agreement Amendment.

Councilmember Riley stated he appreciates staff's re-negotiation to gain more favorable terms for the City.

Motion by Councilmember Riley, seconded by Councilmember Tossey, to authorize execution of an amendment to the original purchase agreement between the City and Imperial Development Company for the purchase of 5195 142nd Avenue NW.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Tossey, Johns, Kuzma, and LeTourneau. Voting No: None. Absent: Councilmember Backous.

7.04: Consider Adoption of Resolution #14-08-159 Accepting Quotes and Awarding a Contract for Improvement Project #14-29; Alpine Drive Watermain Improvements

City Engineer Westby reviewed the staff report, presented the two quotes received, and recommended authorization to enter into a contract with Dave Perkins Contracting in the amount of $78,175 for Improvement Project #14-29, Alpine Drive Watermain Improvements.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #14-08-159 Accepting Quotes and Authorizing Award of Contract for Improvement Project 14-29; Alpine Drive Watermain Improvements, contingent upon Anoka County awarding the Alpine Drive and CSAH 5 intersection improvement project.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Riley, Johns, Kuzma, and Tossey. Voting No: None. Absent: Councilmember Backous.

7.05: Consider Approving Revised Lower Rum River Water Management Organization Joint Powers Agreement

City Engineer Westby reviewed the staff report and recommendation to approve the revised Lower Rum River Water Management Organization (LRRWMO) Joint Powers Agreement (JPA).

Councilmember Kuzma, the City's voting member on the LRRWMO Board, reviewed the considerations of the LRRWMO relating to the City's requests and stated his support for approval of the JPA as Ramsey is better served within the JPA than to become its own Local Governing Unit (LGU).

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to Approve the Revised Lower Rum River Water Management Organization Joint Powers Agreement.

Further discussion: Mayor Strommen indicated her intent to abstain from this vote due to her employment with the Board of Water & Soil Resources (BWSR), which has oversight authority over this WMO.

Motion carried. Voting Yes: Councilmembers Kuzma, LeTourneau, Johns, and Riley. Voting No: Councilmember Tossey. Abstain: Mayor Strommen. Absent: Councilmember Backous.

7.06: Adopt Ordinance #14-08 to Amend Sections 117-118 (The COR District) of the Ramsey City Code

Community Development Director Gladhill reviewed the staff report and recommendation to amend Code to allow a drive-thru within The COR-1 Subdistrict. If approved, it will allow PSD to open a new restaurant at 7533 Sunwood Drive. It was noted the Council introduced this ordinance at its July 22, 2014, meeting.

Motion by Councilmember Riley, seconded by Councilmember Johns, to adopt Ordinance #14-08, An Amendment to Chapter 117 of the City Code, which Chapter is known as Zoning and Subdivisions of the City Code of Ramsey, Minnesota.

Further discussion: Councilmember Tossey stated his support for the seamless consideration of this Ordinance amendment to allow a drive-through, noting it will allow business to thrive.

A roll call vote was performed by the Recording Secretary:

Councilmember Tossey	aye
Councilmember Riley	aye
Councilmember Kuzma	aye
Councilmember Johns	aye
Councilmember LeTourneau	aye
Councilmember Backous	absent
Mayor Strommen	aye

Motion carried.

7.07: Approve Adjacent Jurisdictional Review of a Comprehensive Plan Amendment for the Establishment of a Future Business Park West of Armstrong Boulevard

Community Development Director Gladhill reviewed the staff report and extensive work of the Economic Development Authority (EDA) and Planning Commission along with staff to identify an area for a future business park to create the opportunity for growth and expansion of existing business. He explained that before tonight's Work Session, staff was notified by the Metropolitan Council that the City should work off its revised housing unit forecast. Therefore, staff recommended tabling consideration at this time.

Motion by Councilmember Kuzma, seconded by Councilmember Tossey, to table consideration of the Comprehensive Plan Amendment to establish a new, future business park to allow time for staff to consider to Metropolitan Council's request to use its revised housing unit forecast.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Tossey, Johns, LeTourneau, and Riley. Voting No: None. Absent: Councilmember Backous.

7.08: Receive Update on Minnesota Department of Natural Resources' Mississippi River Corridor Critical Area (MRCCA) Rulemaking Project and Consider Official Response

Community Development Director Gladhill reviewed the staff report and recommended response relating to the Minnesota Department of Natural Resources' (Mn/DNR's) Mississippi River Corridor Critical Area (MRCCA) rulemaking project that will apply to the entire MRCCA corridor. He noted the Environmental Policy Board, at its August 4, 2014, meeting, recommended the City adopt the Technical Standards section of the Official Response document but deferred the six land use policy questions to the Planning Commission. Community Development Director Gladhill presented the proposed standards and stated the key question is whether it was appropriate for the Mn/DNR to establish minimum standards that apply to the entire MRCCA corridor in order to create a consistent and uniform enforcement along the corridor for the purposes of protecting the key resources identified in the Statute and Legislative Rulemaking Direction.

Community Development Director Gladhill answered questions of the Council relating to the existing rules and opportunity for the City to formulate rules that would best match its land use and reduce non-conforming lots. He indicated that some residents are opposed to the DNR establishing minimum standards/rules.

The Council discussed the case with Community Development Director Gladhill and emphasized its desire for local control and support for the official response that represents that control. In addition, the Council found that uniqueness within the Corridor necessitates flexibility in rulemaking. It was noted that another issue is what can feasibly be implemented and enforced at the local level, such as those related to vegetation.

City Administrator Ulrich asked whether the Council can just consider the Technical Analysis at this point, during the official comment period.

Community Development Director Gladhill answered in the affirmative.

Motion by Councilmember Johns, seconded by Councilmember LeTourneau, to Approve the Technical Analysis and direct staff to submit it to the DNR by the August 15, 2014, deadline.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, LeTourneau, Kuzma, Riley, and Tossey. Voting No: None. Absent: Councilmember Backous.

7.09: Consider Request from City of Anoka to Establish No Wake Zone on Mississippi River during High Water Levels

Community Development Director Gladhill reviewed the staff report and request from the City of Anoka to introduce an ordinance that would establish a slow- no-wake zone on the Mississippi River during high water events. He advised of the Police Chief's comment that this only makes sense for Ramsey if the City of Dayton also adopts it.

Councilmember Tossey stated he sees no need to adopt this Ordinance as the Police Department does not own a boat or conduct a water patrol.

Community Development Director Gladhill explained that enforcement would be with the Anoka County Water Patrol.

Councilmember Tossey stated in that case, he believed the appropriate agency to consider the ordinance was the Anoka County Board, as it has the ability to enforce it.

Community Development Director Gladhill stated the City of Anoka likely forwarded a similar request to the Anoka County Board and he will follow up on that specific question.

The Council acknowledged there are erosion issues along the Mississippi River; however, the City does not have the ability for enforcement of a No Wake Zone. Staff was asked to research whether this should be a Countywide consideration.

Community Development Director Gladhill stated if this is a Countywide effort, Hennepin County should also be involved. The Council agreed with the need for consistent regulation.

Motion by Councilmember Riley, seconded by Councilmember Tossey, to table consideration of Ordinance #14-12, An Amendment to Chapter 62 of the City Code, which Chapter is known as Waterways of the City Code of Ramsey, Minnesota, to allow time for staff to contact Anoka County staff to determine the appropriate mechanism.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Tossey, Johns, Kuzma, and LeTourneau. Voting No: None. Absent: Councilmember Backous.

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Report on Meeting with Anoka County Commissioner

Mayor Strommen reported on topics discussed during a meeting held with Anoka County Commissioner Look and determination to meet regularly in the future.

8.02: Report on Meeting with the City of Dayton

City Administrator Ulrich reported on issues discussed during the meeting with City of Dayton staff and its elected officials.

8.03: Primary Election – Tuesday, August 12, 2014 - All City Polling Locations Open from 7:00 a.m. to 8:00 p.m.

8.04: Farmer's Market and Concert Event – Thursdays in The Draw Park

8.05: Meeting to Canvass Results of Primary Election – 8:00 a.m. – Friday, August 15, 2014 – The COR Room

City Administrator Ulrich announced the above election and meetings. He also announced upcoming meetings and events.

The Council wished Mayor Strommen a happy birthday.

9. ADJOURNMENT

Motion by Councilmember Tossey, seconded by Councilmember Riley, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 9:31 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich, City Administrator

ATTEST:

_____
Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

CC Work Session **2. 2.**

Meeting Date: 01/13/2015

Information

Title:

Discuss Council Organization

Purpose/Background:

Purpose: The purpose of this report is to determine which committees, boards, or authorities Council Members will be appointed to. Also to be determined are the appointments for the official newspaper and the approval of the annual contract with TimeSavers Off Site Secretarial Service (TOSS), and appointment of legal services.

Background: Each year, Council Members are appointed to serve on different committees, authorities and boards. Council Members are asked their preference for appointment, and a resolution with the final selections will be adopted by Council via the Consent Agenda at the regular Council meeting. The Chair and Vice-Chair positions for each committee will be handled at that committee level.

There are several attachments to this report. They include: a grid showing Council's preferences for appointments, a grid showing staff's recommendation for appointment based on Council's preference, and the last grid showing a summary of the appointments. Also included is the resolution that is on the Consent Agenda this evening for formal adoption. Please note: If there are any changes to the appointments based on discussion this evening, those changes will be incorporated in the resolution that is on tonight's agenda. It will be then adopted as amended. Also - please note that some of the meeting times may have changed since Council was surveyed with regard to their preferences. If that changes any preferences for appointments, that should be determined this evening and the change will be made to the appointing resolution.

There are a couple of items to note: Currently there are two Council Members appointed to serve on the EDA; however, there has been a request to discuss appointing three Council Members. The policy now states that there must be two Council Members appointed, but the language doesn't necessarily prohibit more than two from serving. The EDA discussed the number of Council appointments at their January regular meeting and the consensus was that it would be acceptable to appoint either 2 or 3 Council Members, however, the EDA had the following concerns they wished to pass forward to the Council:

- the intent/expectations of the community for the EDA is to have an appointed citizen board, not Council Members. The make-up of the EDA should be fundamentally different from that of the HRA , which the Council recently abolished, and which consisted of all Council members..
- All three current Council Members that have served on the EDA (LeTourneau, Riley, Williams) would bring value to the EDA by continuing as members. An alternative, would be to make one of those three an alternate member, who could attend on an ex-officio basis, and provide a substitute as needed.
- The EDA is supportive of either alternative, however, the City should clearly address reasons for making any changes in the current make-up of the EDA.

The other item to note is that some of the appointments are for two years. In the past, there have been discussions about making the appointments for two years in a non-election year. If Council prefers that the appointments be made yearly, that will be amended and reflected in the resolution as well. If Council is of the opinion that all appointments could be two year, that would be reflected as well. The Code states that an organizational resolution will be brought forward for adoption at the first Council meeting of the year; therefore, that organizational resolution would still be brought forward each year indicating the two year appointment.

The organizational resolution includes declaring the City's official newspaper. This year, the City received two proposals: *Anoka County UnionHerald and Anoka County Record.* Both proposals are attached to the case as well

as email correspondence from both newspapers. In 2015, the City spent approximately $8,455 toward advertising and publishing expenses. The *Anoka County UnionHerald* has historically served as the City's official newspapers and currently provides the most regular coverage of City. The *Anoka County Record* has a less established circulation and reporting operation, but does offer a potential for significant savings over the traditional *Anoka County UnionHerald* newspaper. Anoka County, as well as a couple of communities in Anoka County have used the*Anoka County Record* as their "official newspaper" without a successful challenge as to whether they meet the "official newspaper" qualifications.

Staff is recommending that Council approve the Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2015. The addendum shows about a two percent increase in the rates. The addendum is attached to this report as well. Approval of the contract with TOSS is part of the resolution.

Appointing legal services is also a part of the Organization Resolution. The current contract with Joseph Langel of the firm of Ratwik, Rozak & Maloney for General Legal is a three year contract (to July 1, 2016) and with Bill Goodrich of Randall, Goodrich and Haag for prosecution.

Timeframe:
Approximately 30 minutes

Funding Source:
N/A

Responsible Party(ies):
City Administrator
City Clerk

Outcome:
To receive clear direction from the Council with regard to the appointments to committees, boards, and authorities, designation of the official newspaper, the addendum to the Recording Secretary Service Agreement and appointment of legal services.

Attachments

CC Rankings for Appts
Staff Rec for Appts
Summary of Appts
Newspaper Proposals and Correspondence
TimeSavers Addendum
Council Org Resolution

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/08/2015 01:08 PM
Form Started By: Jo Thieling		Started On: 01/07/2015 08:44 AM
Final Approval Date: 01/08/2015		

Committee and Council Survey Ranking

Committee	1st pick	2nd pick	3rd pick	4th pick	5th pick	6th pick	Alternate
Public Works (3 Plus Alt) (current Mark & Chris – Jill Alt)	Melody Jill	Chris	John		Kristine		Melody Chris Kristine Mark
EDA (Currently 2 Plus Alt) (current John & Chris – Mark Alt)	Chris John Kristine			Melody Jill			Melody Chris Mark
EPB (1 Plus Alt) (current John – Mark Alt)		Melody John	Jill	Kristine	Chris		Melody Kristine Mark
Ramsey/Nowthen JPBd (2 Plus Alt) (current Jill – Chris Alt)	Jill		Kristine	Chris John	Melody		Kristine
Happy Days (3 Plus Alt) Changing to 1 Plus Alt) (current Chris)		Kristine	Melody Chris		John Jill		Chris Kristine
NCDA (1 Plus Alt) (current Jill – Chris Alt)	Melody John	Chris Kristine Jill					Melody Chris Kristine
Jt Law Enforce (1 Plus Alt) (current Chris Alt)	Chris Mark		Jill Kristine		Melody		Melody Chris Kristine
LRRWMO (1 Plus Alt) (current Mark)	Mark			Melody Chris	Kristine		Kristine
QCTV (1 Plus Alt) (current John – Chris Alt)	John	Melody	Chris			Kristine	Melody Kristine
Youth First (1 Plus Alt – *the current alt is a staff member) (current Jill)*			Melody	Kristine	Chris		Melody John Kristine Jill
AC Fire JPG (1 Plus Alt) (New Committee)	Jill Kristine					Melody Chris	

*Mayor Strommen will fill in where needed

Staff's Recommendation for Committee Appointment – based on CC Survey

Committee	Appointment*	Alternate
Public Works (3 Plus Alt) (meets 3rd Tuesday – 6:00 p.m. – Municipal Center)	Jill Johns Chris Riley Melody Shryock	Mark Kuzma
EDA (Currently 2 members are appointed plus Alt**) (meets 2nd Thursday – 7:30 a.m. – Municipal Center)	John LeTourneau Chris Riley Kristine Williams	Sarah Strommen
EPB (1 Plus Alt) (meets 1st Monday – 6:30 p.m. – Municipal Center)	John LeTourneau	Melody Shryock
Ramsey/Nowthen JPBd (2 Plus Alt) (meets as needed – time & location varies)	Jill Johns Kristine Williams	Mark Kuzma
Happy Days (3 Plus Alt) Changing to 1 Plus Alt) (meets as needed – 6:00 p.m. – Municipal Center)	Kristine Williams	Chris Riley
NCDA (1 Plus Alt) (meets twice yearly or as needed – 2:00 p.m. - Sherburne Co. Gov't Center, Elk River)	Jill Johns	John LeTourneau
Jt Law Enforcement (1 Plus Alt) (meets quarterly – 2:00 p.m. – varied locations)	Mark Kuzma	Chris Riley
LRRWMO (1 Plus Alt) (meets 3rd Thursday – 8:30 a.m. – Anoka City Hall)	Mark Kuzma	Chris Riley
QCTV (1 Plus Alt) (meets 1st &/or 3rd Thursday – 11:00 a.m. - QCTV facility or Anoka City Hall)	John LeTourneau	Melody Shryock
Youth First (1 Plus Alt – *the current Alt is a staff member) (meets Mondays – noon – Anoka PD)*	Melody Shryock	Sarah Strommen
AC Fire JPG (1 Plus Alt) (New Committee – meets quarterly or as needed – 7:00 p.m. – varied locations)	Jill Johns	Kristine Williams

*Mayor Strommen will fill in where needed

****Need to discuss policy issue of increasing EDA members from 2 Councilmembers to 3 Councilmembers**

Councilmembers and Committees

Councilmember	Committee	Alternate
Sarah Strommen		EDA - Monthly Youth First – Monthly
Jill Johns	Public Works - Monthly Ramsey/Nowthen JPB – As Needed NCDA – Twice Yearly or As Needed Anoka Co. Fire JP Group – Quarterly	
Mark Kuzma	Joint Law Enforcement - Quarterly LRRWMO – Monthly	Public Works – Monthly Ramsey/Nowthen JPB – As Needed
John LeTourneau	EDA - Monthly EPB - Monthly QCTV – Monthly	NCDA – Twice Yrly or As Needed
Chris Riley	Public Works – Monthly EDA - Monthly	Happy Days – As Needed Jt. Law Enforcement - Quarterly LRRWMO – Monthly
Melody Shryock	Public Works - Monthly Youth First – Monthly	EPB - Monthly QCTV – Monthly
Kristine Williams	EDA - Monthly Ramsey/Nowthen JPB – As Needed Happy Days – As Needed	An. Co. Fire JP Group - Quarterly

Summary of Appointment Commitments as presented

	Monthly	Quarterly or As Needed	Alternate
Sarah Strommen	0	0	2
Jill Johns	1	3	0
Mark Kuzma	1	1	2
John LeTourneau	3	0	1
Chris Riley	2	0	3
Melody Shryock	2	0	2
Kristine Williams	1	2	1

ABC Newspaper and Anoka County Shopper
Division of ECM Publishers, Inc

ABC NEWSPAPERS
ANOKA COUNTY UNIONHERALD • BLAINE/SPRING LAKE PARK LIFE

ANOKA COUNTY Shopper

4101 Coon Rapids Blvd., Coon Rapids, MN 55433

November 18, 2014

Jo Thieling
City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Jo:

It is with great pleasure that we ask to serve as the official newspaper for the City of Ramsey in 2015. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Anoka County UnionHerald. The legal publication rate for the Anoka County UnionHerald as of January 1, 2015, will be $10.75 per column inch. If any documents need to be manually typeset, a $20 flat fee will be charged per public notice. We have held our public notice rates steady since 2008, but this year due to increased costs of labor and materials will be taking a small increase from the prior years. As a newspaper published in the County of Anoka, we meet the requirements to qualify as an official legal newspaper.

We have appreciated your business over the past years and hope that we can be of service to you in 2015 as a credible, locally-owned, weekly community news source. If you have any questions, please feel free to call me at (763) 712-3532 or email me at jill.donahue@ecm-inc.com. Thank you for your consideration.

Sincerely,

Jill Donahue
Business Manager

Jo Thieling

From: Tom Murray <tom.murray@ecm-inc.com>
Sent: Tuesday, January 06, 2015 2:44 PM
To: Jo Thieling
Subject: Ramsey's 2015 Public Notices

January 6, 2015

Dear Jo,

As you consider the bids that best serve the public interest, the best choice is the Anoka County UnionHerald as the City of Ramsey's 2015 official Legal Newspaper.

Almost all of a governing body's work, including legal descriptions, notices of public meetings, hearings, bid requests, ordinance enactments, tax law changes, and assumed names, require by law that a third party publish the request and activities of that body for all to see (both online and in print). This serves as a notice of transparency to all interested parties ahead of the fact and as an archived testament of the actions after the fact, proving legally that proper notice was given.

The laws for being certified as a "qualified legal newspaper" have a number of stipulations that ensure, A: that a trusted third party, rather than the governing body, controls the flow of information; and, B: the vehicle that compiles and delivers the printed and digital versions of these Public Notices does indeed adhere to the standards of the State of Minnesota. Any action or meeting completed with improper notice may be challenged and possibly dismissed as if it never happened.

The Public Notice laws were clearly formulated to require that a city's official "Legal Newspaper" be trusted as the keeper and timely dispenser of the public's information in accordance with the laws.

In the State statutes, there is no mandate that a public body must accept the lowest rate bid. The law does require that bids be entertained, but the rate is not necessarily the only factor that can, or should, go into choosing your Legal Newspaper. Besides price, public reach and credibility should be factored into any decision for Public Notice assignment. In fact, there are many examples across Minnesota in which the lowest bids have not been adopted. Ramsey residents are best served with the transparency that only a trusted print circulation and an active, well-visited website can offer.

Anoka County UnionHerald publishes and distributes over 4,300 qualified legal newspapers every week in towns and cities throughout Anoka County. Our newspapers are audited for verified circulation. We are unwavering in our commitment to the highest standards and compliance as your Legal Newspaper publisher. We cover your governmental meetings and events with information and publicity in our local papers every week - as we have done for over a century.

With over 80 employees working in Anoka County, the economic impact of our workforce spending is significant. Many of our employees live in Anoka County - some are probably your neighbors - who pay taxes and contribute to your local communities.

The property from which we operate the Anoka County UnionHerald as well as the corporate offices for ECM Publishers, Inc. are located in Anoka County. (ECM is the publisher of 49 newspapers

throughout the metro and outstate, with over 600,000 circulation each week.) Last year, we paid over $100,000 in county property taxes.

ABCNewspapers.com is one of the busiest websites in Anoka County. We see more than 53,000 "unique visitors" to our website each month in search of information of all types, including an archived Public Notice section that stores and displays your Public Notices to meet and exceed 331A.02-Subd.5.

As you finalize your choice for your Official Legal Newspaper for 2015, I urge you to take all the above considerations into account.

I look forward to continuing our relationship as the City of Ramsey's Legal Newspaper. I would be happy to meet with you to discuss the value and assurances that the Anoka County UnionHerald offers through our Public Notice publication services.

Sincerely,

Tom Murray

Tom Murray
ECM Publishers, Inc
Direct - 763-712-3533
Cell - 612-741-7055
tom.murray@ecm-inc.com

ABC Newspapers / Anoka Co. Shopper / ECM Printing
4101 Coon Rapids Blvd., Coon Rapids MN 55433
Elk River Star News
506 Freeport Ave., Ste. A, Elk River MN 55330
abcnewspapers.com , erstarnews.com

Anoka County RECORD

PO Box 21014 • Columbia Heights MN 55421-0014 • (763) 220-0411
E-Mail: editor@anokacountyrecord.com Website: www.anokacountyrecord.com

December 26, 2014

City of Ramsey Mayor & Council,

Some of the largest counties, cities, and school districts in Minnesota **DO NOT** publish their legal notices in newspapers that are considered household names, like the *Minneapolis Star-Tribune* or the *Saint Paul Pioneer Press*.

Hennepin County, City of Minneapolis, and Minneapolis Public Schools publish with *Finance & Commerce*. Ramsey County publishes with the *Ramsey County Review*. City of Saint Paul and Saint Paul Public Schools publish with the *Saint Paul Legal Ledger*.

Finance & Commerce, *Ramsey County Review*, and *Saint Paul Legal Ledger* are all qualified legal newspapers that serve Hennepin and Ramsey counties.

Why do they publish with these legal newspapers? Because their rates are up to **90% LESS**!

Instead of paying ten times more to publish a legal notice, they have chosen to publish with these lower cost alternatives. Then they invest the savings into other communication tools such as better websites, more newsletters, etc.

In Anoka County, *Anoka County Record* serves the entire county in the same manner that *Finance & Commerce*, *Ramsey County Review*, and *Saint Paul Legal Ledger* serve their respective counties.

Legal publication rates with *Anoka County Record* are up to **90% LESS** than the *Anoka County UnionHerald*, *Blaine-Spring Lake Park Life*, *Quad Community Press*, *Forest Lake Times*, or the *Columbia Heights-Fridley Sun Focus*.

2015 *Anoka County Record* - Rates & Options

In 2015, *Anoka County Record* will publish **WEEKLY** government legal notices for cities and school districts for up to **90% LESS** than other newspapers in the county and state.

In 2015, *Anoka County Record* will offer two **WEEKLY** publication options.

Option #1 (flat rate): ***Best Value with up to 90% savings***

- **$10 flat rate per legally required publication notice***
  Anoka County Record price = $10 per notice, regardless of length. Other publications charge $50 - $750 per notice.
- **e-Affidavit of Publication provided to clients and archived online**
  Affidavit of Publication is emailed and archived online. Print and US Mail available.
- **Complimentary newspapers delivered to city or town hall + website access**
- **Quarterly e-Billing with detailed publication information**
  Anoka County Record bills quarterly with easy to read descriptive billing. Other publications bill multiple times per month with cryptic invoices making it difficult to spot check for accounting purposes.

**(Legally required notices include public hearings, ordinances, charter commission, elections, bids, job postings, plus any other legally required notices. Publication of community events for example would not be considered legally required and would be published at discounted display rates.)*

	Anoka County Record	**Other papers**
Typical 36-line hearing notice:	**$10**	**$40**
Typical 72-line ordinance notice:	**$10**	**$80**
Typical 135-line ordinance notice:	**$10**	**$150**

Option #2 (per column inch rate):

Anoka County Record will also continue to offer the traditional billing method for those who wish to be billed "per column inch" for legal notice publications.

- $5 per column inch
- Affidavit of Publication through US Mail
- Billing through US Mail

Anoka County Record's goal is to provide legal notice publication services for the lowest price, best value, and with the best customer service. Let us know how we can serve you.

Sincerely,

John M. Kysylyczyn
Owner & Publisher
Anoka County Record

Jo Thieling

From: editor@anokacountyrecord.com
Sent: Sunday, January 11, 2015 7:38 PM
To: Jo Thieling
Subject: Letter for Council for Tuesday
Attachments: 01.09.15 Letter to City of Ramsey.PDF

Ms. Thieling,

Attached is a letter for staff and the council concerning the legal newspaper issue on the agenda for Tuesday. I would greatly appreciate it if you could distribute this.

I have been invited to a council meeting in another city to discuss newspaper issues on Tuesday evening. I will be unable to attend the Ramsey council meeting.

Please let me know if there are any questions. I would be more than happy to answer them.

Sincerely,

John M. Kysylyczyn
Owner & Publisher
Anoka County Record
PO Box 21014
Columbia Heights, MN 55421-0014

Member - Minnesota Newspaper Association

Anoka County RECORD
PO Box 21014 • Columbia Heights MN 55421-0014 • (763) 220-0411
E-Mail: editor@anokacountyrecord.com Website: www.anokacountyrecord.com

January 9, 2015

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Mayor & City Council,

At your meeting of January 13, 2015, you will have the option of selecting from one of two offers to publish your legal notices. You will have the option of joining **Anoka County, Ham Lake, and Oak Grove** as local governments that use us to publish their legal notices.

Last week, **Anoka County** named us as their publisher of all legal notices for 2015. **ALL Anoka County legal notices** will now be exclusively found in our paper, not in anyone else's paper. Let me restate this. **Anoka County legal notices will NOT be found in the Union in 2015.**

We will publish your legal notices for $10 per notice. Yes, this is a flat fee per notice.

Based upon 2014 numbers, the Anoka County Record would charge your city $690 to publish all of your legal notices. **This is $7,766 less than the other paper.**

Effective this week, we now publish **weekly** and would honor the **$10 per notice** price for ordinances, public hearings, elections, advertisements for bids, financial statements, help wanted ads, and commission vacancies, etc.

Print circulation of both papers in Ramsey is approximately 1-2%. No one can tell whether any Ramsey resident is actually viewing legal notices on newspaper websites. Our cost per reader is about $2 vs. the other paper's cost of $25 per reader.

You have our commitment that you will have our lowest flat rate price. **For the past two years, you have been subsidizing Anoka County's legal notices** as they have

paid $5 per column inch while you continue to be charged over $10 per column inch for the same exact service from the same newspaper. We don't believe that cities should be subsidizing the county or that they should be subsidizing **large** newspaper corporations.

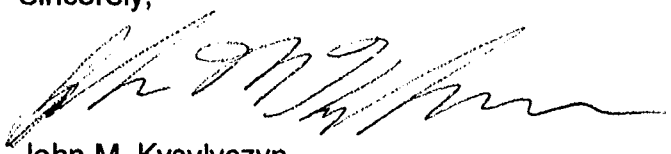
You have previously informed your legislative delegation that they should support repealing newspaper publication laws due to their cost to the city. **It would seem logical then that if the city could not eliminate this cost, they would pick the option which is the lowest priced.** We are here to help you on that.

Every session, the newspaper publication issue comes before the legislature. Last year, the Newspaper Association excoriated the League of Minnesota Cities on this issue before the Senate Local Government committee. **What was especially devastating to the League's position of allowing internet posting only, were the numerous examples of Anoka County cities that voluntarily paid up to ten times more to publish legal notices.** Many of the cities that chose to pay up to ten times more were the same cities complaining about price. The hypocrisy was not lost on many senators.

Remember, while you are required to select a legal newspaper at the first meeting of the year, the Attorney General has stated that **you can switch anytime you want**. Therefore, I challenge you to switch newspapers. My bet is that few if any will even notice the change. If the citizens start marching on city hall demanding that you pay ten times more to publish notices in the other paper, you are always free to switch back.

Selecting the Union as your legal newspaper will simply continue the tradition of Anoka County cities paying more on average to publish legal notices than cities in other metro counties.

Sincerely,



John M. Kysylyczyn
Owner & Publisher

TimeSaver Off Site Secretarial, Inc.

December 8, 2014

Ms. Jo Thieling, City Clerk
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Dear Jo,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2015. The rates reflect an increase of about 2%.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2015.

If you need further information or have questions, please feel free to contact me at 612-251-8999.

Best regards,

Carla

Carla Wirth
Owner

Enclosure: Recording Secretary Service Agreement
Return envelope

5291 River Oak Drive ♦ Savage, MN 55378 ♦ 612-251-8999

ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT

Dated: December 31, 2014

By and between TimeSaver Off Site Secretarial, Inc. and the City of Ramsey, 7550 Sunwood Drive, Ramsey, MN 55303.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2013 shall be extended under the same terms and conditions to December 31, 2015.

2. TOSS Charges. TOSS shall be paid for its services as recording secretary for each meeting (the highest rate will prevail), as follows:

   a. Base Rate of One Hundred Thirty-Three and 00/100 dollars ($133.00) for any meeting up to one (1) hour (billable time) plus Thirty-Three and 00/100 dollars ($33.00) for each thirty (30) minutes following the first one (1) hours; **or**

   b. Twenty-Eight and 50/100 dollars ($28.50) per hour for length of meeting, and fifteen (15) minutes prior to Call to Order and fifteen (15) minutes following Adjournment with a one and one-half (1.5) hour minimum; and Twelve and 75/100 dollars ($12.75) for each page of minutes prepared from shorthand or machine notes of the recording secretary as draft minutes for submission to and the review and comment of the City of Ramsey for their preparation of final minutes.

   c. The City of Ramsey shall receive a Twenty and 00/100 dollar ($20.00) per meeting discount for minutes transcribed via DVD or the webstream broadcast.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January ___, 2015

CITY OF RAMSEY

By _____
Kurtis G. Ulrich

Its City Administrator

December 1, 2014

TIMESAVER OFF SITE SECRETARIAL, INC.

By Carla Wirth
Carla Wirth

Its President & CEO

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #15-01-001

RESOLUTION FOR 2015 COUNCIL ORGANIZATION

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1) That the City of Ramsey's official newspaper is as follows:

   a) Anoka County Union Herald - official newspaper of the City in which all legal notices, vacancies, advertisements, etc. will be published

2) That the Acting Mayor, Council standing committees, Ramsey/Nowthen Joint Powers Board, Economic Development Authority, Northstar Corridor Development Authority, County HRA, Health Authority, recording secretary and legal services designations, and delegate appointments are as follows:

		2014 Appt.	**2015 Appt.**
a)	Acting Mayor	Randy Backous	John LeTourneau
b)	Public Works Committee	Randy Backous Mark Kuzma Chris Riley Jill Johns (Alt)	Jill Johns Chris Riley Melody Shryock Mark Kuzma (Alt)
c)	Economic Development Auth	John LeTourneau Chris Riley Mark Kuzma (Alt)	John LeTourneau Chris Riley Kristine Williams Sarah Strommen (Alt)
d)	Environmental Policy Board	John LeTourneau Mark Kuzma (Alt)	John LeTourneau Melody Shryock (Alt)
e)	Happy Days Committee	Randy Backous Chris Riley Jason Tossey	Kristine Williams Chris Riley (Alt)
			2015-2016 Appt.
f)	Ramsey/Nowthen Joint Powers Board	Jason Tossey Jill Johns Chris Riley (Alt)	Jill Johns Kristine Williams Mark Kuzma (Alt)
g)	Northstar Corridor Dev Auth	Jill Johns Chris Riley (Alt)	Jill Johns John LeTourneau (Alt)

		2014 Appt.	2015-2016 Appt.
h)	Joint Law Enforcement Council	Jason Tossey James Way Chris Riley (Alt)	Mark Kuzma Jeff Katers Chris Riley (Alt)
i)	Anoka County Fire Joint Powers Group		Jill Johns Kristine Williams (Alt)
j)	Lower Rum River Water Management Organization (LRRWMO)	Mark Kuzma Randy Backous (Alt)	Mark Kuzma Chris Riley (Alt)
k)	Lower Rum River WMO TAC	Bruce Westby	Bruce Westby
l)	North Metro Mayors Association: Operating Committee Management Committee	 Kurt Ulrich Sarah Strommen	 Kurt Ulrich Sarah Strommen
m)	Anoka County Solid Waste Abatement Advisory Team	Chris Anderson	Chris Anderson
n)	County Housing and Redevelopment Auth Liaison	Kurt Ulrich	Patrick Brama
o)	Youth First	Jill Johns Chandra Kreyer Jim Steffen Michelle Anderson Mark Riverblood (Alt)	Melody Shryock Chandra Kreyer Jim Steffen Michelle Anderson Sarah Strommen (Alt)
p)	Quad Cities Cable Communications Commission	John LeTourneau Kurt Ulrich Chris Riley (Alt)	John LeTourneau Kurt Ulrich Melody Shryock (Alt)
q)	LOGIS Board of Directors	Jason Fredrickson Patrick Brama (Alt)	Jason Fredrickson Patrick Brama (Alt)
r)	Health Authority	Dr. James Long	Dr. James Long

		2014 Appt.	2015 Appt.
s)	Legal Services:		
	General Legal	Ratwik, Rozak & Maloney	Ratwik, Roszak&Maloney
	Prosecution	Randall, Goodrich & Haag	Randall, Goodrich & Haag
	Bond Counsel/TIF	Kennedy & Graven	Kennedy & Graven
		Briggs & Morgan	Briggs & Morgan
	Personnel	Kennedy & Graven	Kennedy & Graven
		Barna, Guzy & Steffen	Barna, Guzy & Steffen
		Madden, Galanter, Hansen	Madden, Galanter, Hansen
	Intergovernmental Relations	Kennedy & Graven	Kennedy & Graven
		Flaherty & Hood	Flaherty & Hood
t)	Recording Secretarial Services:		
	TimeSaver Off Site Recording Secretary Service (TOSS)		TOSS
u)	Ramsey Housing & Redev Auth	Randy Backous	**Dissolved 12/2014**
		Jill Johns	
		Mark Kuzma	
		John LeTourneau	
		Chris Riley	
		Sarah Strommen	
		Jason Tossey	
	Executive Director	Ted LaFrance	
	Deputy Executive Director	Tim Gladhill	
v)	An. Co. Brdband Governance Grp	Randy Backous	**No Longer Necessary**
		Jason Tossey (Alt)	
w)	Shared Fire Service Committee	Sarah Strommen	**Dissolved 12/2014**
		Dean Kapler	
		Kurt Ulrich	
		Jason Tossey (Alt)	

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of January, 2015.

_____
Mayor

ATTEST:

_____
City Clerk

CC Work Session **2. 3.**

Meeting Date: 01/13/2015

Information

Title:

Schedule Council/Staff Strategic Planning Session(s)

Purpose/Background:

Purpose: The purpose of this case is to schedule the annual Council/staff Strategic Planning Session dates and times.

Background: Each year, a Strategic Planning Session is held with staff and Council. This time is used mainly for goal setting. As some of you are aware, in 2013, the City Council and staff worked with Anita Duckor of Duckor and Associates for several months to come up with a three-year strategic action plan as well as a vision and mission. Throughout 2013 and 2014, staff updated Council on the plan - what, if anything had changed and why, were the goals on schedule for completion, etc. This document continues to be a working document, updated and added to periodically.

Attached is a proposal from a professional consultant facilitator that I believe addresses the issues that the Council feels important for the current year. The Council should review the proposed scope of services, and suggest any revisions. Based upon the current proposal, the cost will be approximately $15,000, but that price may change if modifications are made. If the Council is satisfied with the format, staff will seek another proposal for a price comparison, but based upon my experience, proposals of comparable providers will likely be in a similar range.

Staff feels two afternoon/evening sessions would work well - for example a Thursday and the following Tuesday. Hours could be from 4:00 p.m. to 9:00 p.m. and dinner would be provided. For consideration, it is suggested that the first session be held on Thursday, January 29, followed by the second session on Tuesday, February 3. Please have your calendars available so if these dates won't work, we can discuss other times and dates.

Timeframe:

5 minutes

Funding Source:

The cost to have two strategic planning sessions with a professional facilitator is is estimated to be about $15,000, and would come from the Council Contingency budget.

Responsible Party(ies):

City Administrator
City Clerk

Outcome:

To schedule the 2015 Council/Staff Strategic Planning Sessions

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Attachments

Proposal Prouty

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/08/2015 03:58 PM

Form Started By: Jo Thieling
Started On: 01/06/2015 01:49 PM
Final Approval Date: 01/08/2015

A Proposal For

Strategic Planning Process

Presented to: Kurt Ulrich, City Administrator

Prepared by: Mike Felmlee, CEO the Prouty Project

Date: January 8, 2015

Hi Kurt, great talking with you a couple of weeks ago before the holidays! I have put together the following proposal based on our brief conversation. I have also read the various strategic planning documents about the City of Ramsey that John LeTourneau sent to me. And finally, I appreciated the recent articles in the StarTribune regarding the rebranded COR project and your new post office kiosk inside Coborn's Grocery Store. I would love to talk more with you after you've had an opportunity to review and critique our proposal.

Here's what I heard from you the other day:

- Your last strategic planning process facilitated by Anita Duckor resulted in a solid foundation and framework to create "A New Day…A New Beginning" for the City of Ramsey. Fortunately, many of the issues you faced around trust at that time have been resolved. Thus, you indicated you are in a much better position today and can build on the good work you've done in the past.
- You really consider the work for 2015 and beyond a "Refresh" of the prior work. Because of the progress you've made in understanding roles and responsibilities, deliverables for elected officials and staff, and clarity of goals and objectives, you do not envision the process to take as long as the last one.
- You would like to leverage the survey results from your various stakeholders (e.g., residents, business, citizens, etc.) in the process.

I've summarized our proposal for how we can partner with you into the following five sections:

1. Our Approach and Experience
2. Overview of Proposed Work
3. Investment and Terms
4. Prouty Project Biographies
5. References and Partial Government and Non-Profit Client List

"Strategy is about stretching limited resources to fit ambitious aspirations."
~ C.K. Prahalad

Our Approach and Experience

- We are a boutique management consulting firm specializing in strategic planning.
- We exist to creatively STRETCH leaders to achieve bigger goals, bolder strategies, and better collaboration.
- We strive to create an environment where all participants actively engage in the process and enjoy themselves. We incorporate movement, music, and laughter into everything we do.
- We live by the Oliver Wendell Holmes quote:

  "A mind stretched by a new experience can never go back to its old dimensions."

- Our values are at the core of everything we do for our clients.

Giving Back	We give back to the world by contributing our time, talent, and treasure.
Right Right Way	We exhibit laser-like attention to detail coupled with a dose of surprise and elegance.
Energy	We bring a high level of energy to everything we do.
Adventurous Spirit	We are willing to try new things and "stretch" every day.
Team	We work hard to understand, appreciate, and be helpful to everyone in the firm.
Creativity	We are constantly designing new client experiences, processes, and solutions.
Openness	We openly share all Prouty financial data, compensation, and performance feedback.

Our Approach and Experience (continued)

In working with us, we think it's important that you understand some of our core beliefs. For example:

- We are not a three-ring notebook strategic planning firm. We don't generate lots of paper in the process because we know it doesn't get read or acted upon. Thus, we will help you create a high-level, one-page strategic plan (with 3 year goals and 12-18 month strategies) supported by detailed monthly action plans that everyone in the organization will understand and be able to articulate.
- We believe you are the experts in your business and we are experts in helping you create strategy; in that order. We know leading an organization can be lonely at times. We will provide a nice sounding board for you during and after the creation of your plan. Like you, we're in it for the long term. Where there are gaps in knowledge, we bring in experts to provide additional expertise. But in the end, it's your call, because you know what's best for your organization.
- We start every relationship with a clean sheet of paper to collaboratively design the process. We'll help stretch your thinking by providing multiple perspectives to broaden your view of the environment, challenge your strategic assumptions, and create meaningful dialogue.
- We believe working together should be fun, engaging, and experiential.
- As you'll see in the strategic planning process overview on the following page, we start with these simple, but revealing questions:

    1. Where are you today (current reality)?
    2. Where do you want to be tomorrow (desired future)?
    3. How are you going to get there (strategic plan)?

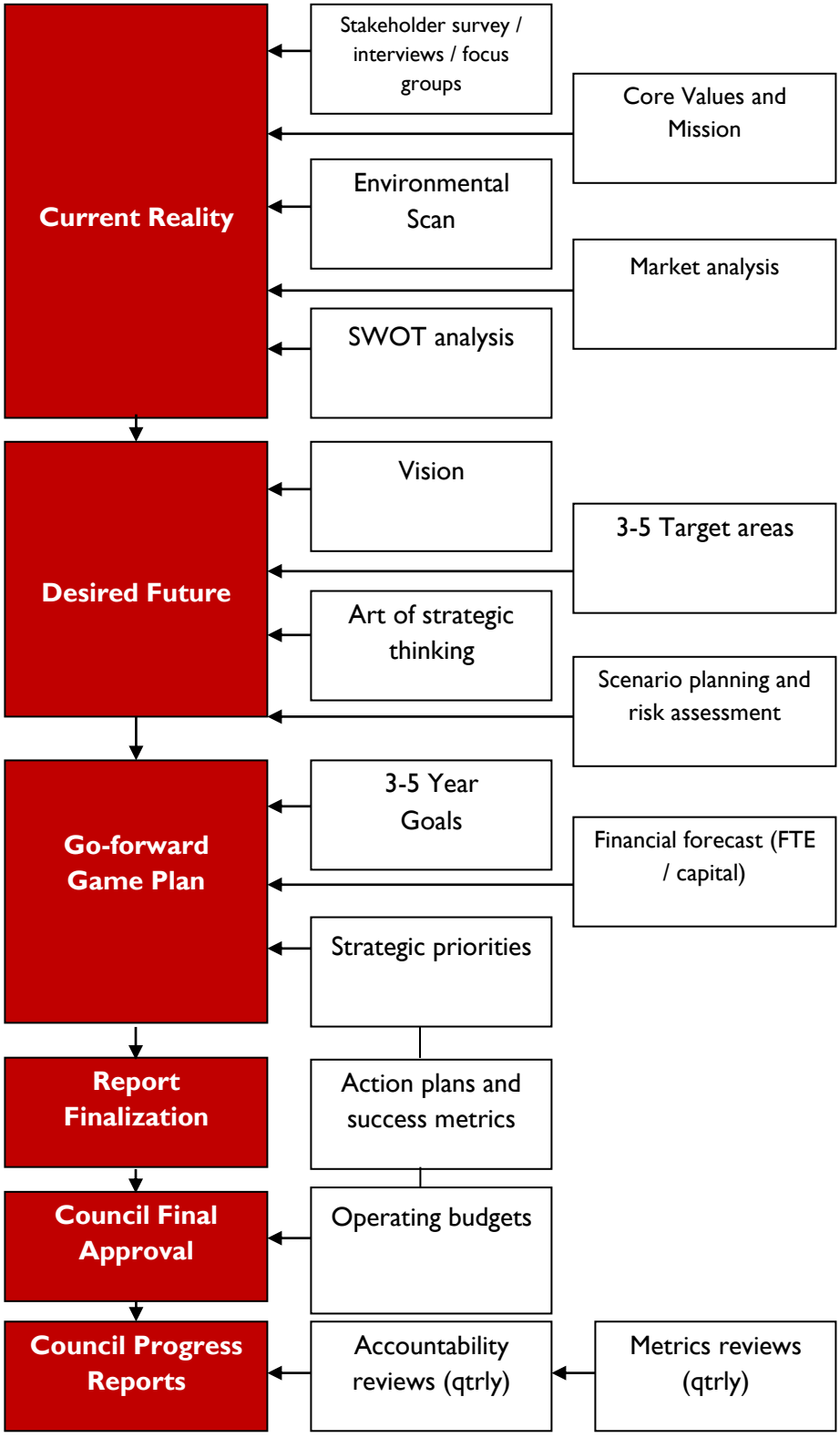
    And, to help ensure that the strategic plan gets implemented, we've added two more:

    4. How will you know if you are being successful (metrics)?
    5. How will you assess and celebrate your progress along the way (accountability reviews)?

Strategic Planning Process Overview

Five strategic questions:

1. **Where are we today?**
2. **Where do we want to be tomorrow?**
3. **How are we going to get there?**
4. **How will we know we've been successful?**
5. **How will we assess and celebrate our progress?**



Overview of Proposed Work

Here is a possible strategic planning process for you to consider:

Phase 1—Planning and Design (January/February):

- Prouty to meet with you to finalize the process, discuss the impact of external factors and internal operations on the session design and determine what data points still need to be gathered.
- Prouty to survey City of Ramsey staff and commission members and other participants (about 40 people) to get their insights and perspectives about the future of the City of Ramsey.

Phase 2—Strategic Planning Session(s) (February/March):

- Prouty to facilitate two, half-day strategic planning sessions to answer the following key strategic questions:
  - Where are you today (current reality)?
  - Where do you want to be tomorrow (desired future)?
  - How are you going to do to get there (strategic plan)?
- Specific deliverables will include:
  - An assessment of your current reality: Update your SWOT analysis and Environmental Scan utilizing your survey of participants and the other surveys completed by residents, businesses and citizens.
  - An affirmation of the City of Ramsey's mission, vision, and purpose.
  - Creation of a one-page strategic plan to include: Key measures and 3-year strategic goals and objectives.

Phase 3—Strategic Plan Review and Approval (March):

- Prouty to help finalize a draft of the strategic plan.
- Present strategic plan to the council for their final review and approval.

Investment and Terms

The elements of your investment are as follows plus out of pocket expenses which we expect to be minimal:

Planning:	
• Planning and design (co-creation to establish clear targets):	
• Electronic surveys (relevant stakeholders...about 40 people)	
• Two, half-day strategic planning sessions	
• Draft of high-level strategic plan report	
Planning Estimate	$13,000 - $15,000
Facilities (Creative Think Tank & Strategic Leadership Lab):	
• Best in class conference center grade facilities in Eden Prairie, MN	
• Perpetual refreshments and snacks (soda, water, coffee, tea).	
Facilities Estimate	$Waived
Catering	
• Coordinated catering for continental breakfast and lunch from a variety of local restaurants.	
Catering Estimate	Est. $25-$35/person/day
Estimated Total:	$13,750 - $15,750

Terms

The Prouty Project proposes the following terms with the understanding that you may wish to include additional terms pursuant to your policy requirements:

- The fees outlined in this proposal will remain valid through December 31, 2015 unless an extension is mutually agreed upon.
- The fees include time and materials for the design, development, and delivery as outlined above. Other out-of-pocket expenses will be billed as incurred.
- Fees quoted are based upon the assumptions of the deliverables outlined. Any additional requests or changes will be gladly accommodated at adjusted prices.
- The project will be invoiced at one-half of the investment upfront and the remainder billed on a monthly basis through project completion. Invoices are payable upon receipt.

Biographical Sketches



MIKE FELMLEE, CEO

Mike works with management teams, boards of directors, and staff groups to facilitate strategic planning, team, leadership development, and executive retreats. He joined the Prouty Project team as a partner in 2000 and was named CEO in 2005. Mike has 28 years of financial and operational management experience in the healthcare, manufacturing, and public accounting industries. Over the past three years, he has worked with more than 40 boards of directors in both the private and public sectors. Prior to joining the Prouty Project, he spent 12 years as a senior financial leader at Mayo Clinic Rochester, three years as a financial controller for a $100M manufacturing company, and eight years as a CPA with PwC in its Minneapolis and New York City offices.



ANDREA WEST, Client Services Associate

Andrea provides consulting support and client relationship management for Mike Felmlee and the Strategic Planning Practice Area. She has 14 years of marketing, PR, and event planning experience. Before joining the Prouty Project, Andrea ran the PR department for GdB in Minneapolis, where she designed and led campaigns for clients ranging from Fortune 500s to start-up companies. Prior to that, she was a senior associate at Exponent PR, specializing in food and nutrition clients. Andrea earned her M.B.A. from Virginia Tech and her B.A. in Communication from St. Olaf College.

Description of Similar Projects and References

The Prouty Project is well versed in working with government, nonprofit entities and boards of directors. Below you will find examples of similar engagements, formal references and a partial list of non-profit clients.

Similar Projects

- A five-month strategic planning process involving a high profile public / private partnership. We worked with a strategic planning committee comprised of a subset of members from its board, foundation, and senior leadership. We helped them reaffirm their mission and craft a compelling and exciting vision and plan for the future.
- A strategic planning process with a non-profit organization that was in the process of naming its next Executive Director. The two founders were intimately involved in the board operations and in the day-to-day operations of the business. Integral to the success of this effort is the ability of the founders and board to build a sustainable organization and effectively transition the founders into new roles and responsibilities.
- An engagement with a charter school to create a long-term vision and shorter term strategic plan to increase their math and reading test scores. Integral to the success of this effort is their ability to focus on what really matters and to align and unify the faculty and administration.

Formal references include:

Thomas H. Weaver, CEO
Achieve Services Inc.
1201 - 89th Avenue NE, #105
Blaine, MN 55434
(763) 783-4910
tweaver@achieveservices.org
Jeff Chelesvig, President and CEO
Des Moines Performing Arts
221 Walnut Street
Des Moines, IA 50309
(515) 246-2301
jchelesv@civiccenter.org
Connie J. Braziel- Deputy Director
Minnesota Zoo
13000 Zoo Boulevard
Apple Valley, MN 55124
(952) 431-9303
connie.braziel@state.mn.us

Partial Client List

We have had the privilege to work with numerous government and nonprofit organizations over the years. Examples include:

A Better Chance - Achieve Services - Aeon - American Refugee Committee - Anu Family Services - Big Brothers Big Sisters of the Greater Twin Cities - Books for Africa - Boy Scouts of America - Bridging - Center for Global Health and Social Responsibility - Center for Victims of Torture - Children's HeartLink - Circus Juventas - CommonBond Communities - Compatible Technologies International - Cookie Cart - Council of Agency Executives - Couples to Couples League - Cultural Jambalaya - DARTS - Emergency Foodshelf Network - Families With Children From Asia - Free Enterprise Institute - Girl Scouts River Council - Hands of Freedom - HIRED - Hope for the City - Ingham Okoboji Lutheran Bible Camps - ISOPO - James J. Hill Reference Library - Jeremiah Program - Junior League of Minneapolis - Learning Works - Loaves & Fishes - Lutheran Social Sevices - MEDA - Minnesota Humanities Center - Minnesota Public Radio - Minnesota Partnership for Action Against Tobacco - MN Registry of Interpreters for the Deaf – MN Zoo, Northwest Youth Development - Raptor Center - Rochester Area Economic Development, Inc. - Ronald McDonald House - SHIFT - SkillsUSA - Soldiers to the Summit - Starbase Minnesota - Volunteers of America - WIND Neighborhood Development Center - Youthprise