



Osseo City Council

AGENDA

WORK SESSION
Monday, January 29, 2024
6:00 p.m., Council Chambers

MAYOR DUANE POPPE COUNCILMEMBERS: JULIANA HULTSTROM, ASHLEE MUELLER, MARK SCHULZ, ALICIA VICKERMAN

1. **Call to Order**
2. **Roll Call** (quorum is 3)
3. **Approval of Agenda** (requires unanimous additions)
4. **Discussion Items**
 - A. **Discuss City Facilities Needs Report**
5. **Adjournment**



City of Osseo City Council Work Session Meeting Item

Agenda Item:	Discuss City Facilities Needs Report
Meeting Date:	January 29, 2024
Prepared by:	Riley Grams, City Administrator
Attachments:	Memo from Rebecca Kurtz, Ehlers Oertel Architects draft facilities needs report

Background:

The Osseo City Council held a work session on July 31, 2023 to discuss the current state of the City's aging City Hall and Public Safety building. At the meeting, Staff discussed the myriad of issues surrounding the current facility, and the need to consider a rehabilitated or completely new facility in the very near future. The current building was originally constructed in the 1960s, and is outdated with aging utilities, inadequate ADA entrances and usable spaces, no windows in the staff office area, a host of water drainage issues and not enough space to house the increased Police Department. Additionally, the Fire Department space does not fit the current industry standards, and the entire facility does not currently meet the service needs of the community, nor will it meet the future service needs of the community.

The Council gave directions at that work session to bring forward a proposal to work with a local architecture firm to conduct a facility needs assessment. The Council approved a proposal from Oertel Architects, through local firm Rochon, to conduct the study at the August 14, 2023, Council meeting. Since then, City Staff has met with representatives from Oertel Architects several times to begin the process of examining the current facilities, discuss with Department Heads the future requirements and service demands, and develop concept options for the City Council to consider this evening.

We began by completing a comprehensive review of the existing City Hall, Public Safety spaces, Public Works building, and Sipe and Boerboom Parks to gain an understanding of how the current spaces are being utilized and where deficiencies and inefficiencies are. Next, we met with the City's Department Heads to discuss each Department's service requirements and general industry best practices for facilities. We talked extensively about the minimum needs for each Department, as well as a lengthy wish list of things that should be included in this project.

We then toured several neighboring City Hall/Public Safety buildings to gain an understanding of how those communities either rehabilitated existing structures or built all new facilities to meet the needs of their communities. These were eye-opening tours, which included the Cities of New Hope, Champlin and Fridley. Our group gained valuable insights and recommendations from those tours that we should consider and incorporate into our proposed project. We then met again in our large group setting to review and discuss the high-level concept options that Oertel Architects developed based on our previous discussions and tours, which we will review the Council on Monday night. Finally, we also toured the old Osseo Press building, which the City Council is considering for purchase for future public use.

Department Head Discussions:

At the work session on Monday night, we will hear from the City's Department Heads (Police, Fire and Public Works) about their thoughts on this process, and they will share with the Council their service requirements and wish lists as it relates to either rehabilitating or constructing a new facility. This will include the following Staff:

Police Chief Shane Mikkelson – Osseo Police Department

Interim Fire Chief Mike Cogswell – Osseo Fire Department

Public Works Director Nick Waldbillig – Osseo Public Works Department

Discuss Available Funding Options:

Rebecca Kurtz with Ehlers will be present at Monday night's meeting to discuss with the Council the available funding options for a project of this size and type. Obviously, with a large-scale project like this, there are limitations on what and how the City can secure financing. The goal of this part of the discussion is to gain an understanding into how financing for a large-scale project like this would look like.

In addition to the City bonding for the project costs, the City fully intends to work with our local Legislators to seek State bonding money as part of the overall financing of this project. Staff has already had initial discussions with our local Representatives and Senator to provide some information on the pending bonding money ask. Additionally, other sources of funding will need to be examined as well, including a local option sales tax which would generate revenue that could offset project costs.

Discuss High Level Building Concept Options:

Finally, representatives from Oertel Architects will be on hand to discuss in detail the current draft facilities needs report. They will discuss the process by which we examined the existing facilities, the Staff tours of other neighboring facilities, and the development of potential concept plans that would help the City accomplish its goals of either rehabilitating or constructing a new facility to serve the needs of the community now and into the future. The architects will also discuss opinions of probable costs for each option.

Recommendation/Action Requested:

The recommendation is for the City Council to carefully explore the information presented in the work session and reach a general consensus about how the City should proceed with this project. My hope is that general direction will be provided so that Staff can narrow our focus and further explore the preferred option(s). At some point in the near future, the City Council will likely host another work session with Staff providing further context and more concrete information on whatever the preferred option(s).

MEMORANDUM

TO: Riley Grams, City of Osseo
FROM: Rebecca Kurtz, Ehlers
DATE: January 23, 2024
SUBJECT: City Hall and Public Safety Financing Options

The City of Osseo is considering options for replacing the City Hall and Public Safety facilities (the “Project”). Based on very preliminary estimates, the project could cost up to \$25 million, depending on the option selected.

It is our understanding there are four general options the City is considering for the Project:

Option	Description	Cost Estimate
A	Remodel the existing City Hall and Public Safety facilities	\$16,886,561
B	Demolish the existing facilities and rebuild on the current City Hall / Public Safety site	\$18,713,057
C	Switch the City Hall site and Park -- Build the Project on the current site of the park and after completion, develop a park on the current City Hall / Public Safety site	\$24,903,484
D	Switch the City Hall site and Park and convert the Press Building to the Public Safety building	\$14,727,685 + \$TBD

In our experience City Hall and Public Safety facilities are challenging projects to fund in large part because the only revenue source for the project is property taxes and possibly a small amount of grant funding. These projects become more challenging in fully developed communities where the community cannot rely on a growing future tax base.

In these types of projects, costs become a key component because of the reliance on property taxes. While we encourage the City to explore grant opportunities, in our experience, we are not aware of communities that have received grant funding for city hall projects.

An additional challenge for the City is the outstanding debt on the police facility. A lease revenue bond was issued in 2014 to finance the police facility. These bonds are outstanding and mature February 2035. In order to demolish the existing facility, the Series 2014A bonds would need to be paid in full prior to demolition, thus increasing the project cost by about \$680,000. The February 2025 and later maturities are able to be called (pre-paid without penalty) on February 1, 2024, or later.

Funding Limitations

While there are options on the type of debt that can be issued to fund this Project, ultimately, the bonds are secured by ad valorem taxes. Depending on the authority used to issue the bonds, there are limitations on the amount of debt that can be issued:

- Per Chapter 475 cities cannot incur total debt paid solely by taxes in excess of 3% of the assessor’s estimated market value for the City. Using 2023 values, as 2024 are not yet available, the City’s Unused Debt Limit in 2025 is estimated to be approximately \$10.7 million.

Net Debt Limit	
Assessor's Estimated Market Value	369,983,200
Multiply by 3%	0.03
Statutory Debt Limit	11,099,496
Less: Debt Paid Solely from Taxes	(400,000)
Less: Debt Paid Solely from Annual Appropriations	
Unused Debt Limit	10,699,496

Therefore, the maximum amount of general obligation debt, or lease revenue debt, the City could issue is about \$10.7 million.

Please note that if the City issued the maximum amount of debt, it would not be able to issue additional debt paid solely by taxes in the near term. Many communities use this type of debt to finance equipment, including but not limited to fire trucks, squad cars, and other capital equipment needs. If the Debt Limit is maxed out, the City would not have the ability to issue debt for any of these types of needs until some of the debt service was paid and/or the market values increase.

- Minnesota Statutes 475.521, the “Capital Improvement Plan Act,” allows cities to issue municipal bonds under a Capital Improvement Plan (CIP) without a referendum requirement (except for the so-called “reverse referendum”). Under this authority, the Council must approve the sale of the CIP Bonds by a 3/5th vote of the membership.

Under this authority, the principal and interest in any single year payable on all CIP Bonds issued by the City cannot exceed 0.16% of the total estimated market value in the municipality. Based on 2023 market values, the maximum principal and interest payment is approximately \$591,973, which would support an approximate project amount of \$8.35 million.

- The City may be able to use tax abatement to finance all or a portion of the facility. In any year, the total amount of property taxes abated under Minnesota Statutes 469.1813 is the greater of 10 percent of the net tax capacity or \$200,000. For Osseo, the annual maximum abatement for all projects is estimated at \$376,400 based on preliminary Pay 2024 information from Hennepin County, which would support an approximate project amount of \$5.31 million.

While the City has not frequently used tax abatement to assist projects, using the full amount of tax abatement for this project would prohibit the City from using tax abatement for future economic development project. Some communities use tax abatement as a gap financing tool when the project is not eligible for tax increment.

In summary, by combining these available statutory authorities **and using 100% of debt capacity**, the City could issue the following bonds:

CIP Bonds:	\$8,350,000
<u>Tax Abatement Bonds:</u>	<u>\$5,310,000</u>
Total Bonds:	\$13,600,000

Preliminary Tax Impacts

As stated, regardless of the authority used to issue debt, ultimately, debt would be paid with ad valorem property taxes. We have drafted two bonding scenarios to provide a rough estimate of the tax impacts based on the preliminary project information.

If the City were able to issue debt for a \$25 million project, the annual debt service is estimated at \$1.82 million for a 20-year term. The tax impact on a \$300,000 home is estimated at \$1,467 annually. Based on the limitations above, even with combining authorities and maximizing the debt limits, it is likely the City would not have the authority to issue this amount of debt.

If the City issued \$10.7 million in debt, maxing out its Debt Limit, the City could pay-off the Series 2014A bonds for the existing police facility and finance an approximately \$9.57 million project. Under this scenario, the annual debt service is approximately \$745,000, and the tax impact on a \$300,000 home is estimated at \$600 annually.

Please note that these are estimates and are subject to change based on final interest and tax rates.

Project Considerations and Decision Factors

As the Council considers options and next steps, we believe it is important to complete the due diligence process, so the benefits and challenges are understood. As part of this it is important to refrain from entering into any commitments until an achievable funding plan is developed, and the cost estimates, financing plan and tax impacts are considered.

As the process moves forward, we encourage the City to explore alternate funding opportunities to assist with making the project more affordable.

Finally, we encourage the City to develop a communications plan to inform and help the community understand why the facility is needed and the commitment the community will be making to the project.



City of Osseo Municipal Campus and Facilities

Initial Study Packet

EXECUTIVE SUMMARY

Oertel Architects was contacted by the City of Osseo to perform a facilities needs study for the City Government Offices, Public Works facility, and the building at Sipe Park. We toured the buildings with staff, reviewing both space and building shortcomings. With the city government offices being the primary focus, Oertel and City staff toured three facilities at neighboring cities. These tours helped guide conversations and frame the space needs study.

Facilities Toured:

Champlin Municipal Center - Combined City Hall, Police Department, and Fire Department. The City Hall is an older building that has been added on and remodeled several times. Public Works facility on same site.

New Hope City Hall and Police Department - Combined City Hall and Police Department. Recently completed ground up new building. Adjacent fire station and city park on same site.

Fridley Civic Campus - Combined City Hall, Police Department, and Fire Department. Recently completed ground up new building. Public Works facility on same site. Fridley Community Park across the street.

The goal of this study is to address the needs of Osseo’s existing municipal buildings and help lay out potential solutions. This packet will cover four different design options that address the City Government building with an opinion of probable cost for each option. Additionally, the needs for small improvements at the Public Works facility and the Sipe Park are addressed and include cost estimates.

The design team at Oertel worked alongside city staff throughout the study to implement the city’s priorities and values while maintaining a strong relationship to design best practices. The study provides professional input and design-based solutions that can guide the City of Osseo in future planning endeavors. Cost estimating services in this study were complete by Rochon Corporation.

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OSSEO FACILITIES

MUNICIPAL CAMPUS INITIAL STUDY PACKET



Design Options Breakdown Table

OPTION	PRO	CON	COST
Design A - Current Site + Remodel	<ul style="list-style-type: none"> - Retain and reuse some of the existing building - Use the same site - All parking is on grade 	<ul style="list-style-type: none"> - Police spread across three floors - Fire Apparatus Bay remains back in style with little apron space (Y-turn required) - Need to work around two commercial properties and historic water tower 	<p>\$16,886,561.35 <small>(Current Site)</small></p> <p>\$1,265,819.16 <small>(Temporary Accomodations)</small></p> <p>\$18,152,380.51</p>
Design B - Current Site + New Build	<ul style="list-style-type: none"> - Separate emergency response and public parking access - All departments daily operations on second floor - Use the same site 	<ul style="list-style-type: none"> - Two story parking structure adjacent to water tower - Fire Apparatus Bay remains back in style with little apron space - Police operations on second floor - Need to work around two commercial properties and historic water tower 	<p>\$18,713,056.80 <small>(Current Site)</small></p> <p>\$1,265,819.16 <small>(Temporary Accomodations)</small></p> <p>\$19,978,876.96</p>
Design C - Flip to Boerboom Site + Full Program	<ul style="list-style-type: none"> - Private and secured staff parking (underground) - Secured Police squad parking (underground) - Police daily operations on main floor - Fire Apparatus Bay is pull through w/ Emergency Response Parking - Library on main level 	<ul style="list-style-type: none"> - City Hall operations on second floor 	<p>\$24,903,483.79</p>
Design D - Flip to Boerboom Site + Police Relocated off Campus	<ul style="list-style-type: none"> - City Hall on main level - All parking is on grade - Commercial space added to main floor - Fire Apparatus Bay is pull through w/ Emergency Response Parking - Larger buffer for elm tree preservation 	<ul style="list-style-type: none"> - Not one joint government plaza with Police off site - Library on second floor - Public and staff parking combined 	<p>\$14,727,685.40 <small>(Boerboom)</small></p> <p>\$3,333,333.77 <small>(Police @ Osseo Press)</small></p> <p>\$18,061,019.17</p>



OSSEO FACILITIES - DESIGN OPTIONS BREAKDOWN

MUNICIPAL CAMPUS INITIAL STUDY PACKET



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Reception

The front desk area is on the upper level of the split-level building. This is not easy to find and is only accessible through the back entrance of the building. The counter is not currently ADA accessible. This utility drop box is exposed and unsecured, it would be beneficial to change this and also integrate into the building while remaining accessible after hours.

Admin Offices

The spaces are well maintained, but would benefit from a refresh of the finishes and furniture. This space has no direct access to daylight. Most of the office space is open floor plan with the exception of the City Administrator office and Financial office. There is little privacy for phone calls.

Copy / Mail Space

The area is in the central office with a large island for laying out papers. Currently, the setup serves its purpose, but it would benefit from being in a separate room to keep the loud noises of printing and binding muffled. Additional storage and room for circulation is preferred.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Breakroom

The space is small and outdated. It would benefit from more counter and storage space. It is currently shared with the Hennepin Library staff. The space is underutilized and not a desirable space for the staff to take breaks.

Conference Room

There is one conference room for the office. It seats roughly 8 people. There would be benefits to adding a second or third conference room of various sizes that can be used by city personnel and the public.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Council Chambers

Due to it being located in the basement, it has poor accessibility and visibility standards for being a community gathering space. It currently seats about 40 people which works for 75% of meetings, however it would benefit to be a bit larger. The council seats are equipped with outdated monitors and mics that need to be upgraded. While there is one tv and one projector, they are not located in spaces that allow easy viewing in a full room and is not user friendly. The storage room in the corner is full of historic city artifacts that could be displayed or find a better space for conservation.

Broadcast Room

The control room for recording and managing technology during council meetings is extremely small. The mechanical system is insufficient and should be reworked. During council session the space becomes uncomfortably hot when in use, making it hard for the operator to work in the conditions.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Storage

A majority of city hall storage is spread out across various rooms in the basement. There is just enough space to house these needs. Polling equipment is stored in a difficult to access location in the basement. This equipment needs to be moved up and down every day during the early voting period. There is one janitor closet for the entire building. It is difficult to access because the building is a split level design.

Mechanical / Electrical

There are multiple rooms for mechanical and electrical purposes. Most have old office equipment and supplies. It would be best if these were grouped together programmatically and had the capacity to support all the building needs. The elevator is not easily accessible through all levels of the building. It's old and needs frequent maintenance.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 2001 (addition)

Assessment:

Community Center

A large open space with a movable partition in the center. It hosts many activities for the community. There is a desire for windows to be screened and operable for the choice of natural ventilation. There are large storage closets that provide space for different community purposes. The A/V system could be upgraded for better sound and presenting capabilities. The carpet tiles are old and stained and should be replaced.

Kitchenette

It is a full service kitchen with a service counter. The finishes are outdated and could use a refresh. There is a need for more counter space to allow for food prep. A commercial size sink is needed.



OSSEO FACILITIES ASSESSMENT - COMMUNITY CENTER

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Library

A Hennepin County branch that is self-service, so there is no full time staff. There is a pick-up and drop-off service for books. It has public computer access that is used frequently.

Bathrooms

The ones in the basement near the council chambers are single user and on opposite sides of the space. These restrooms are not ADA compliant and there is no easy mans to make them compliant. A significant remodel is required.



OSSEO FACILITIES ASSESSMENT - LIBRARY

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 2014 (addition)

Assessment:

Reception

Its adjacent to the public lobby area to let through people in a secure fashion. The space is adequate for administrative roles. However, more functional storage like mail boxes are needed.

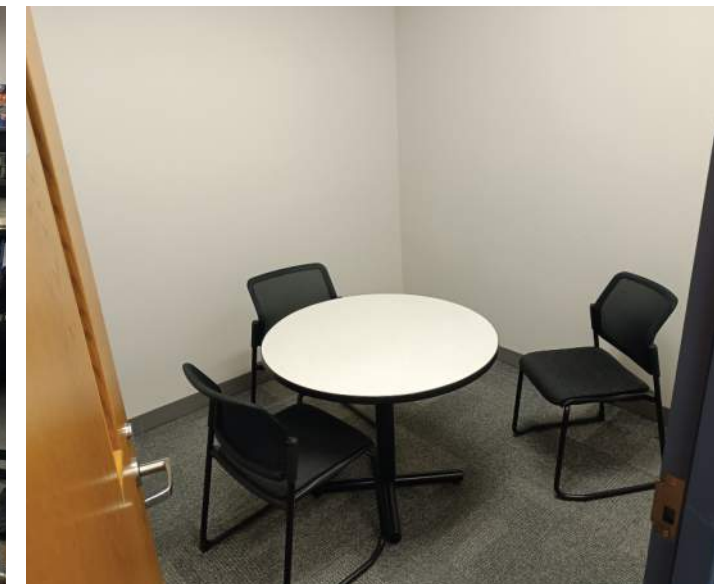
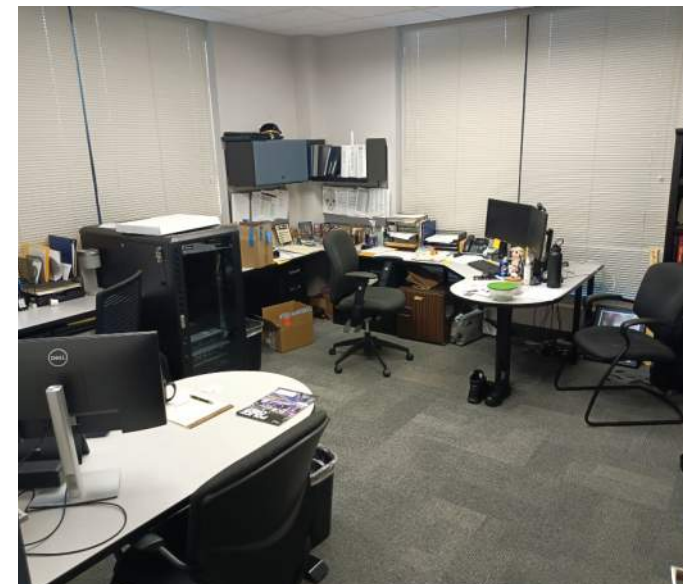
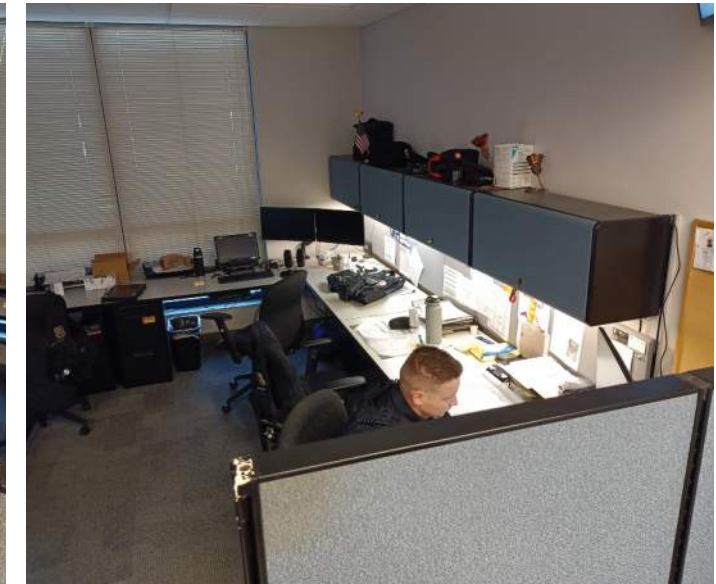
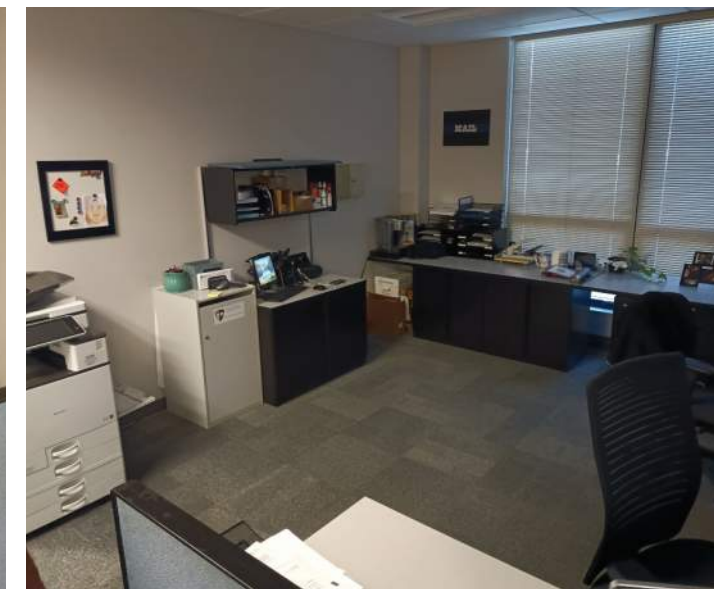
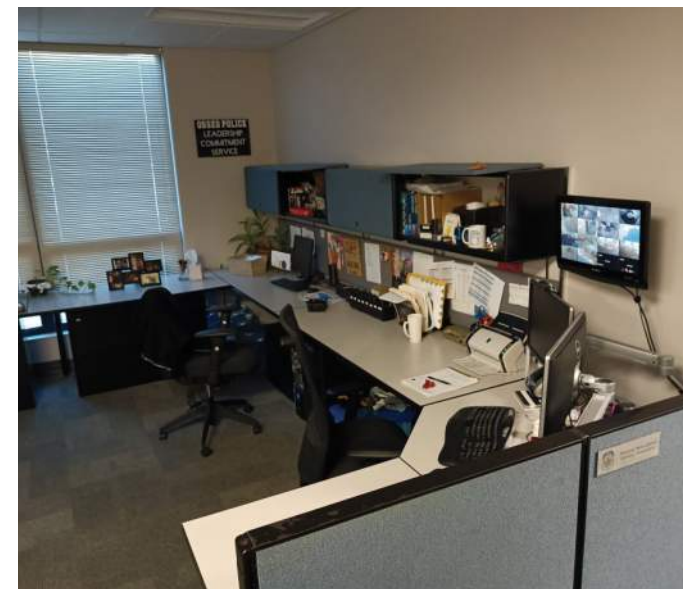
Offices

The patrol offices are open desk spaces with 6 stations. The space insufficient and there is not room for officers to have their own individual, personalized spaces.

The Chief, Lieutenant, and server rack share an office space which is not preferred. It houses the server because it is the only highly secured room in the department within the main space. The heat generated by the server causes the room to be uncomfortable for the users. They need dedicated offices and enough cubicles to support current and future staff. The windows in these spaces are not bullet-resistant which is not ideal for the safety of the officers.

Interview Room

The space is at the back of the station, so anyone brought to the room are walked through the entire space. This needs to be relocated to a spot where the public has more direct access. A second interview room would be desired.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 2014 (addition)

Assessment:

Roll Call / Breakroom

Currently serves as a break room, training room, and conference room. Some of these programs should be broken out and given separate spaces. This room is too small to have meetings with all the officers and continues to be inadequate as the squad grows.

Storage

The department does not have the amount of storage space that they need. Various hall closets and the few secured spaces in the basements are serving as storage for all gear. The spaces do not support the department sufficiently, an increase is a must.

Armory

Currently located within the basement storage space, but needs to have it's own designated room. There would need to be more counter space available for cleaning and more storage for ammo and parts.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 2014 (addition)

Assessment:

Locker Room

The women's locker room is appropriately sized for current staff needs and use. However, the lockers could be larger and appropriately spaced for ease of use and have built in charging units. The men's locker room is beyond capacity for current staff and will continue to cause problems as staff grows in the future. There is not enough locker spaces and the lockers need to be appropriately spaced for ease of access and included power charging units built-in.

Evidence Process Room:

This program space is currently non-existent. It is attached to the evidence room via a secure service window. There is not a designated space for packing materials, scale, storage, or table space. This space is a need which can not be met in the current building.

Evidence Room:

It is a small room with shelving that is loosely organized similar to a large closet. It needs high-capacity storage system, combustible storage space, and refrigerated bodily fluids space. There is not separate vault for high value evidence from the rest of the stored evidence which is not ideal. There needs to be a processing table and computer access within this secured evidence room.



Site Visited On: September 21, 2023
Address: 415 Central Ave
Year Built: 2014 (addition)

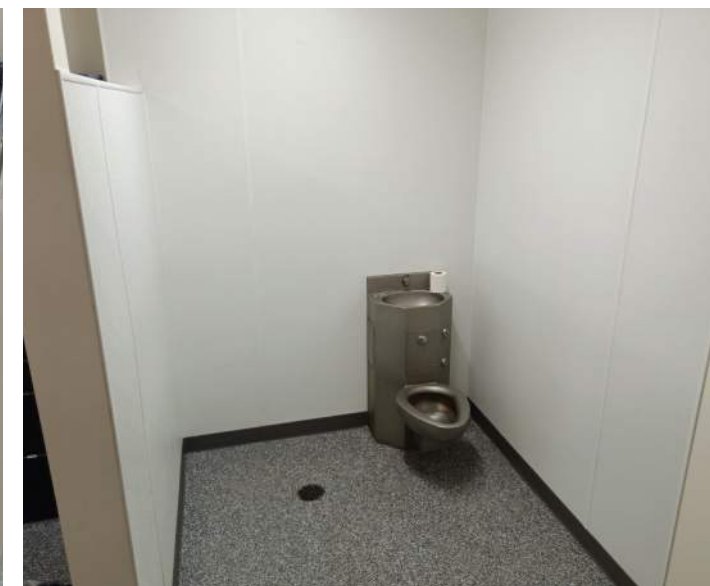
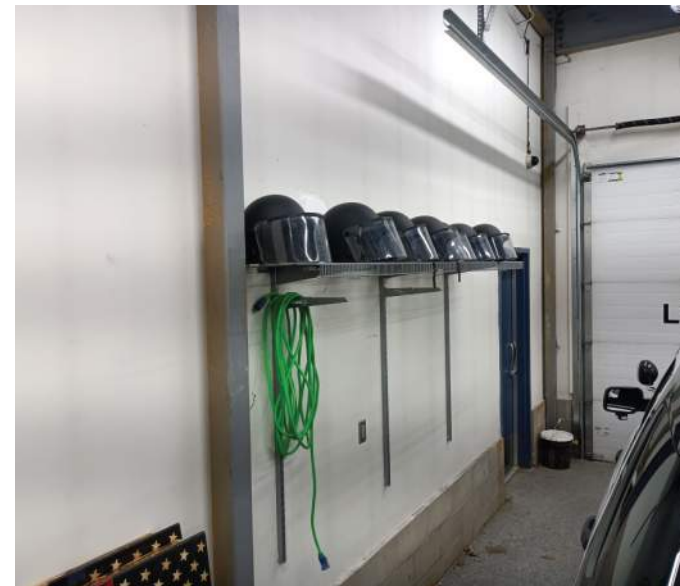
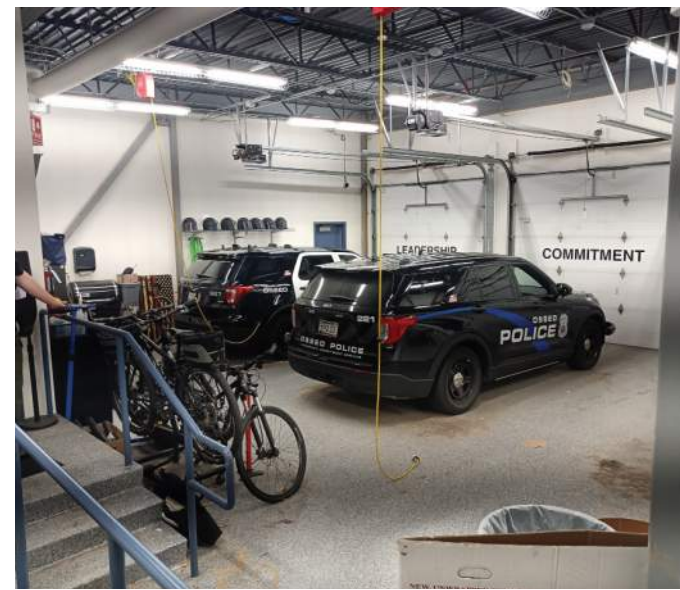
Assessment:

Garage / Sally Port

There are 3 overhead doors which is insufficient space for a 5 car fleet. The car charging is from the ceiling. The garage also serves as the sally port which is not preferred. It would be best if there were a dedicated booking entrance to separate police storage from suspects. The chemical cabinet is in poor condition and the garage has poor ventilation which needs to be improved.

Booking

Currently serves it's intended purpose well. A refresh to the space would be beneficial. This space should connect directly to the sally port for security purposes.



Site Visited On: September 19, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Apparatus Bays

There are five vehicles housed here - four fire vehicles and the historic fire engine. The stalls are back-in style, but a pull-through garage is ideal for easy vehicle maneuvering. The bays need to be deeper and wider as the trucks are barely fitting into the garage. There is not space to comfortably move and use the garage when the trucks are inside.

The department currently uses gravity and railings to dry out hoses, but there needs to be a better strategy implemented as this is not efficient. There is no decontamination area for the fire fighters to use after a call. There is simply not enough space to support the department to its full and best capacity.



OSSEO FACILITIES ASSESSMENT - FIRE DEPARTMENT

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Site Visited On: September 19, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Gear Storage

There no actual locker or gear room for the fire fighters. A designated space is used within the apparatus bay. The fire department has been flexible in usage of their minimal space.



OSSEO FACILITIES ASSESSMENT - FIRE DEPARTMENT

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Site Visited On: September 19, 2023
Address: 415 Central Ave
Year Built: 1967

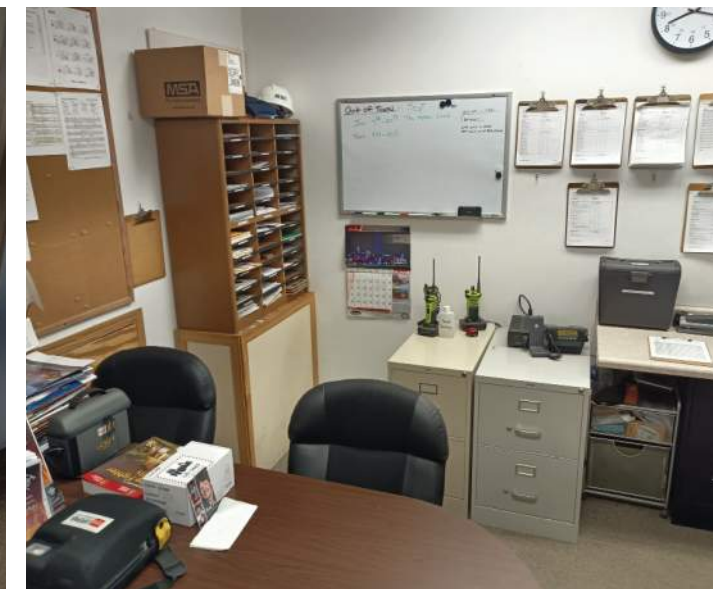
Assessment:

Office

A small room that fits one desk and a small table. While most staff is part time, there is still a need for more workstations for report processing, e-learning, and other administrative tasks.

Classroom

Currently fits 24 people for trainings and team meetings. It also doubles as a break room with a kitchenette on one wall. The space needs to better accommodate CPR and physical trainings. It also serves as a pull-tab admin and storage space.



OSSEO FACILITIES ASSESSMENT - FIRE DEPARTMENT

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24

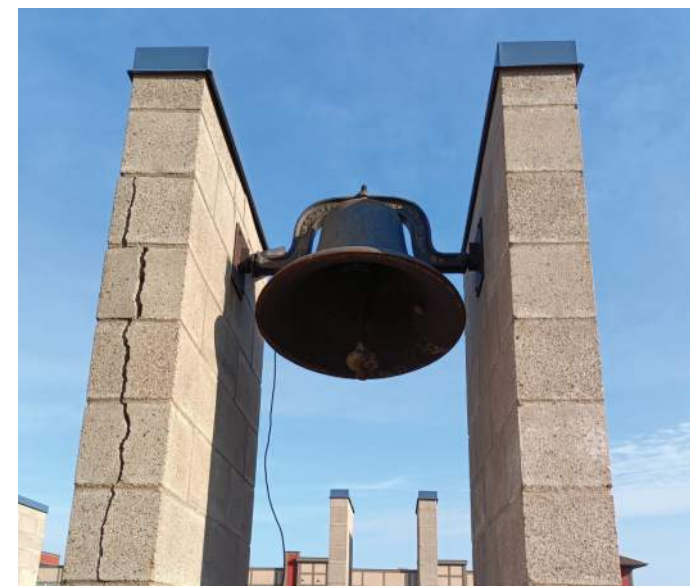


Site Visited On: September 19, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Roof

The roof leaks in multiple locations. Leaks tend to occur where there are joints between different roof materials, vertical and horizontal joints, and building additions. The roof on this building has all of these situations. The roof on the fire station and old city hall building should be removed and redesigned to remove trouble areas. The police department roof is newer, but shows signs of ponding. This can prematurely age a roof. The roof of the community room appears to be in good repair. The block structure supporting the bell is beginning to frail. This needs immediate attention from a structural engineer.



Site Visited On: September 19, 2023
Address: 415 Central Ave
Year Built: 1967

Assessment:

Exterior

The exterior is rusting and cracking in multiple locations. The original city hall building is nearly 60 years old, and that age is evident in many locations. The ramp at the back entrance of the building is steeper than currently allowed by accessibility code and the concrete is cracked and chipped. The metal window casing, railings, downspouts, and fascia are all rusting. Significant envelop repair needs to be done on the original building to prevent further damage.



Site Visited On: September 19, 2023
Address: 801 E Broadway
Year Built: 2001

Assessment:

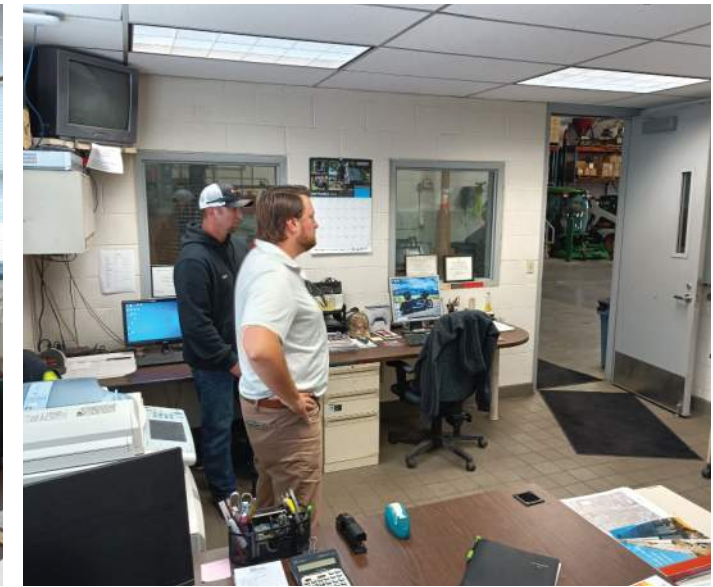
Hot Water Heater – 2012, 20 year service life

Office / Breakroom

The space has been well maintained, but would benefit from a refresh of the finishes and furniture. The window is leaky and should be investigated, it is likely that it needs new sealant around the panes and window perimeter.

Locker Room / Restroom

There isn't a locker room. Space in one of the restrooms has been flexed into a locker room type space. Bathrooms do not meet accessibility code, there is not enough space between the toilet and the sink. Remodeling the restrooms could produce compliant restrooms.



Site Visited On: September 19, 2023
Address: 801 E Broadway
Year Built: 2001

Assessment:

Paint Room

Storage of paint and other materials that could be located elsewhere in the building, such as on the mezzanine, to provide space on the main floor for other programmatic uses.

Oil Room

Storage of bulk lubricants and fluids for vehicle maintenance. Could be located elsewhere in the building, such as on the mezzanine, to provide space on the main floor for other programmatic uses.

Vehicle Storage

May need to reconfigure and replace some sensors and exhaust fans to meet current building code requirements. Floor and walls are in good condition. Staff has mentioned a need to rotate vehicle and equipment parking, frequently having to move one or two pieces of equipment simply to gain access something else. Heating is provided by overhead infrared heat.



Site Visited On: September 19, 2023
Address: 801 E Broadway
Year Built: 2001

Assessment:

Mezzanine over Office

This space is underutilized. Currently simple wood stud walls and plywood enclose a storage area for season items and old building plans. This space could hold other building programming needs.

Mezzanine over Lion's Garage

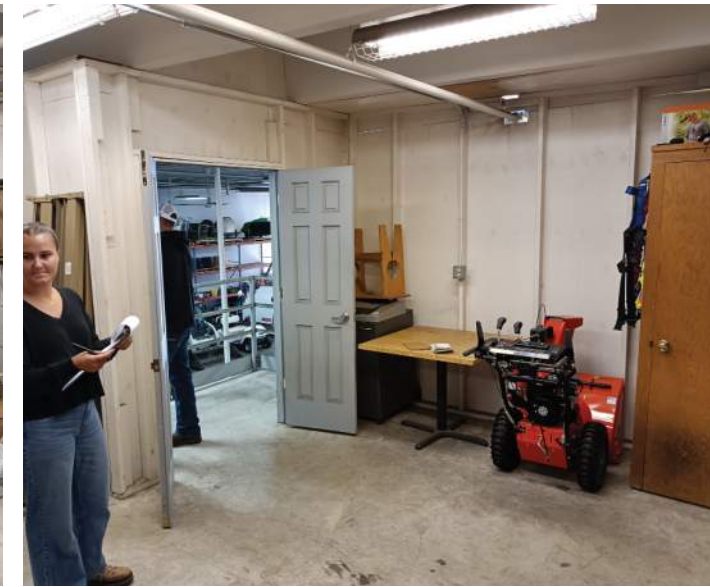
Shelving for parts and other storage needs. No changes here.

Lion's Garage

The public works department is short on space. Gaining use of this space would be helpful and could house some of the equipment that needs to get shuffled during the day or between seasons.

Exterior

Person door near east overhead door is rusting. Rust is just surface level at this time.



OSSEO FACILITIES ASSESSMENT - PUBLIC WORKS

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Site Visited On: September 19, 2023
Address: 256 6th Ave SE
Year Built: 1950

Assessment:

Storage building for Lions Club. Holding miscellaneous Lions Club materials and pull tabs. Formerly a warming house and restroom building for skating rink. Restrooms are not used. Parks stores some equipment and material in the building, like baseball field striping chalk.

Concrete block building with precast concrete plank flat roof. On top of that roof is a wood truss with asphalt shingles. The gable ends are covered with aluminum siding. It appears that the roof shingles were replaced recently. The forced air gas fired furnace appears to date to 1983.

Building Exterior

The exterior walls are coated with stucco. The stucco is aging with many cracks and peeling paint. The interior of the block walls are also painted, and that paint is peeling too. It is likely that the interior and exterior paints are not masonry paints and are not water vapor permeable which has trapped moisture in the block. This moisture eventually leads to peeling paint, and if severe the block can actually start to crumble. There is no good way to remove the paint from the stucco. Sand blasting will destroy the stucco. Chemical paint removers are labor intensive. Best course of action is to remove the stucco from the block.



Site Visited On: September 19, 2023
Address: 256 6th Ave SE
Year Built: 1950

Assessment:

Building Exterior

The aluminum siding is in generally good condition, there are some dings that are likely a result of hail damage. There is one panel that is crushed, possibly from a ladder. The dings are only cosmetic issues. The crushed panel has a seam with the adjacent panel that has opened up, which could lead to water getting behind the siding. The building wrap under the siding should prevent significant water intrusion. The problem panel could be bent into shape or replaced.

Metal doors are rusting along the bottom edge of doors and developing holes. Doors and frames should be replaced to maintain building weather tightness and keep larger pests out.

Restrooms

Restrooms do not meet accessibility code and are difficult to retrofit into compliance. There is not enough distance between the toilet and sink to meet clearance requirements, the sink and wall would need to be pushed away from the toilet by several feet. If the city is interested in restoring bathroom use to staff or the public one of these restroom will need to be modified to meet accessibility code.

Park

The park equipment is outdated and is not accessible for all public users. The courts are damaged and cracking and need to be resurfaced and painted.



Site Visited On: January 18, 2024
Address: 33 2nd St NE
Year Built: 1960s

Assessment:

Building Exterior

There is damage on the exterior facade. Cracks, chips, and wear in wood and stucco need to be addressed and/or replaced.

Building Structure

Exterior load bearing concrete block walls with concrete double T roof structure on the western portion of the building and open web steel joists with metal deck on the eastern portion of the building. All interior walls can be demolished.

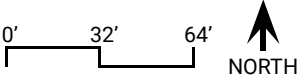
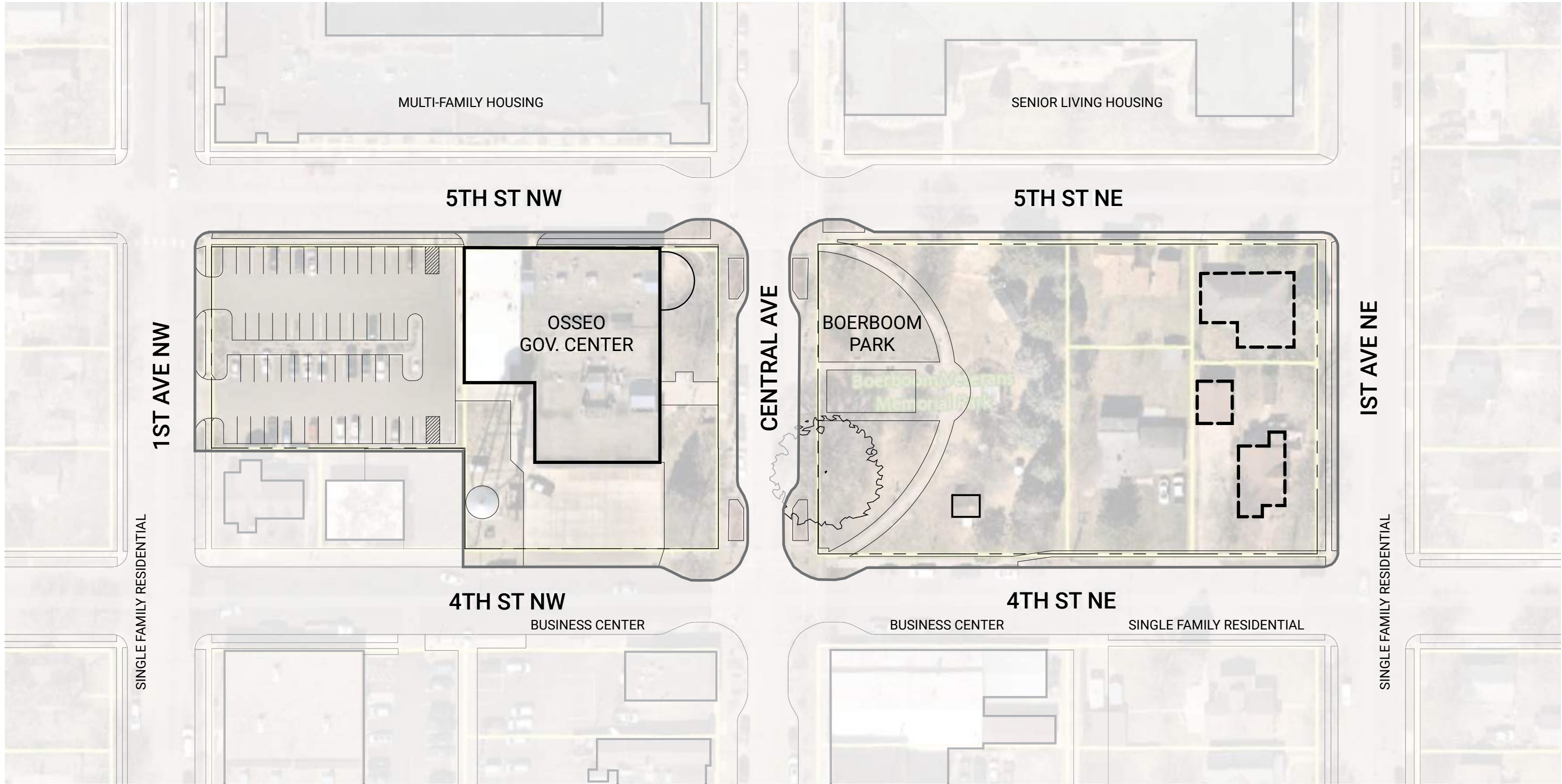


OSSEO FACILITIES ASSESSMENT - OSSEO PRESS

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24





OSSEO FACILITIES - EXISTING GOV. CENTER SITE PLAN

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Design Option A - Current Site + Remodel

The existing city hall has two additions that partially wrap around a split level city hall. This makes remodeling the existing building challenging. With careful demolition of the core of the existing city hall, the Community Center and Fire Station Apparatus Bay can be reused. Due to space limitations on site some concessions need to be made: Police is spread across three floors with offices on the second and locker rooms in the basement. Fire Apparatus Bay remains back in style and pushes close to street. This would lead to a tricky street based Y turn to back in to the bay. Underground storm water retention system.

Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - Retain and reuse some of the existing building - Use the same site - All parking is on grade 	<ul style="list-style-type: none"> - Police spread across three floors - Fire Apparatus Bay remains back in style with little apron space - Need to work around 2 commercial properties and historic water tower
TOTAL: 3	3 :TOTAL

Opinion of Cost Summary



Osseo Municipal Campus - Design Option A
1/19/2024
44,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$427,038.55
02000	DIVISION 2 - SITEWORK				\$1,494,957.11
03000	DIVISION 3/4 - CONCRETE/MASONRY				\$2,496,626.00
05000	DIVISION 5 - METALS				\$686,254.00
06000	DIVISION 6 - WOODS & PLASTICS				\$451,038.32
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$928,600.68
08000	DIVISION 8 - DOORS & WINDOWS				\$1,024,878.13
09000	DIVISION 9 - FINISHES				\$1,158,790.14
10000	DIVISION 10 - SPECIALTIES				\$159,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000	DIVISION 15 - MECHANICAL				\$5,104,930.65
16000	DIVISION 16 - ELECTRICAL				\$1,998,825.80

ESTIMATE TOTALS			
Subtotal		\$16,069,439.38	
Special Inspection Allowance	\$	-	
Winter Conditions Allowance	\$	-	
Public Utility Allowance	\$	-	
Builders Risk Insurance	\$	13,000.00	
Building Permit	\$	-	
Overhead and Profit	\$	804,121.97	5%
TOTAL		\$16,886,561.35	44,000.00 S 383.79

Municipal Campus - A \$16,886,561
Temp. @ Osseo Press \$1,265,819
TOTAL: \$18,152,580



OSSEO FACILITIES - DESIGN OPTION A

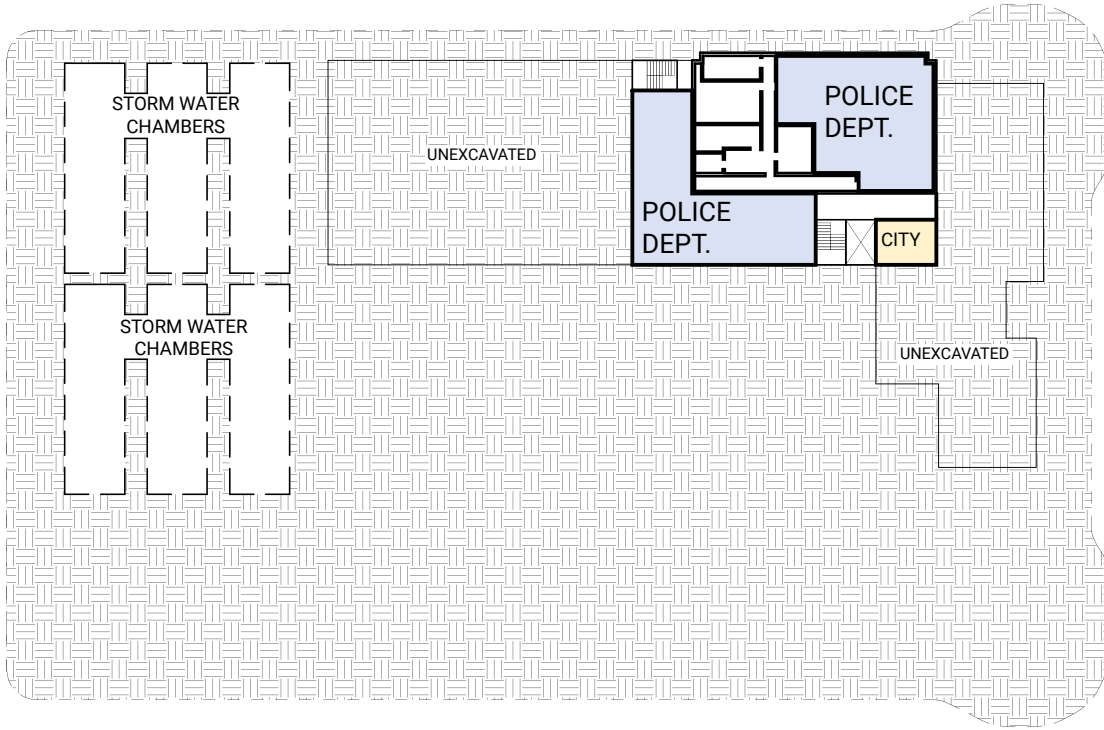
MUNICIPAL CAMPUS INITIAL STUDY PACKET



DESIGN OPTION A

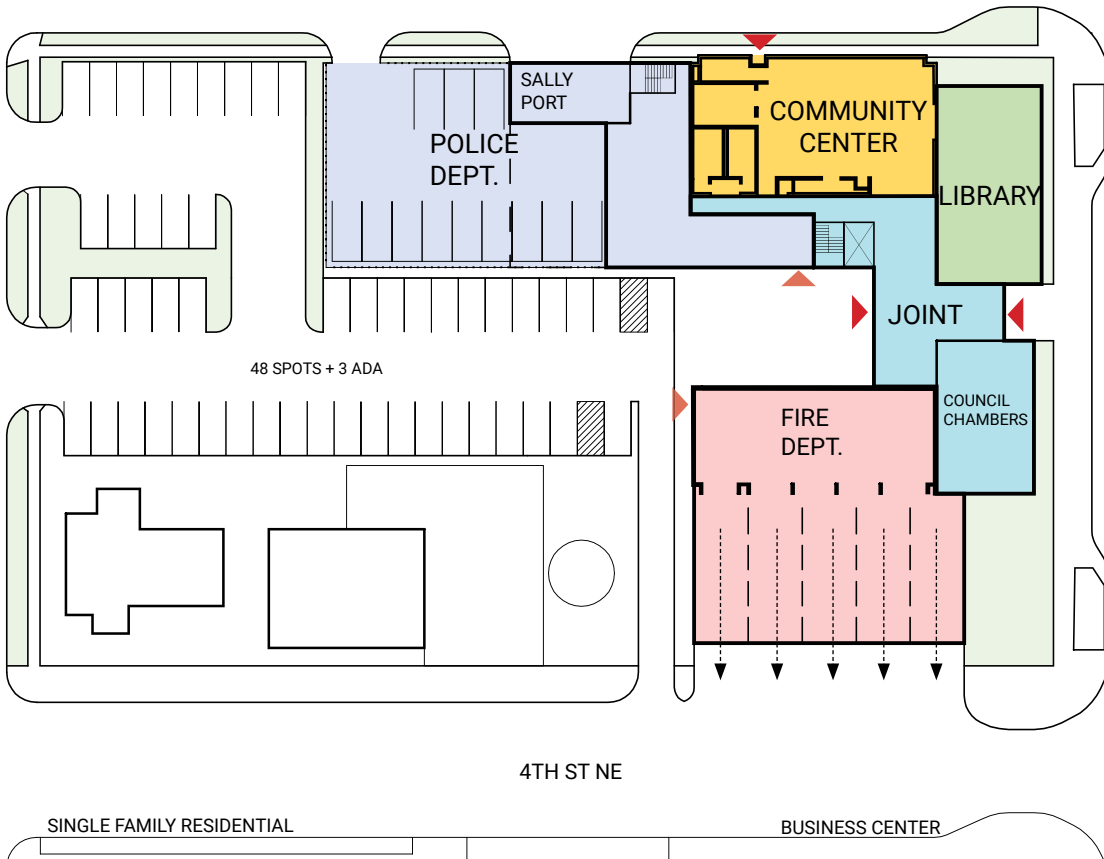
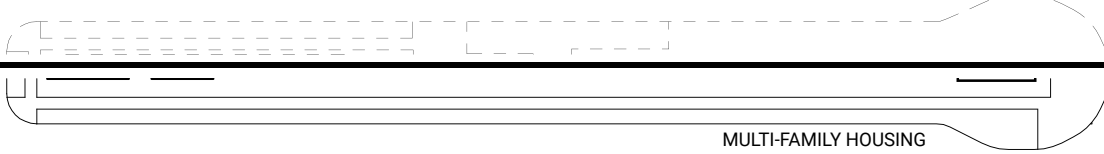
CURRENT SITE - REMODEL

- Split Level + Additions make remodel challenging
- Fire Dept. + Community Center structure saved
- Police spread across three floors
- Fire Apparatus Bay remains back-in
- City Hall on 2nd floor



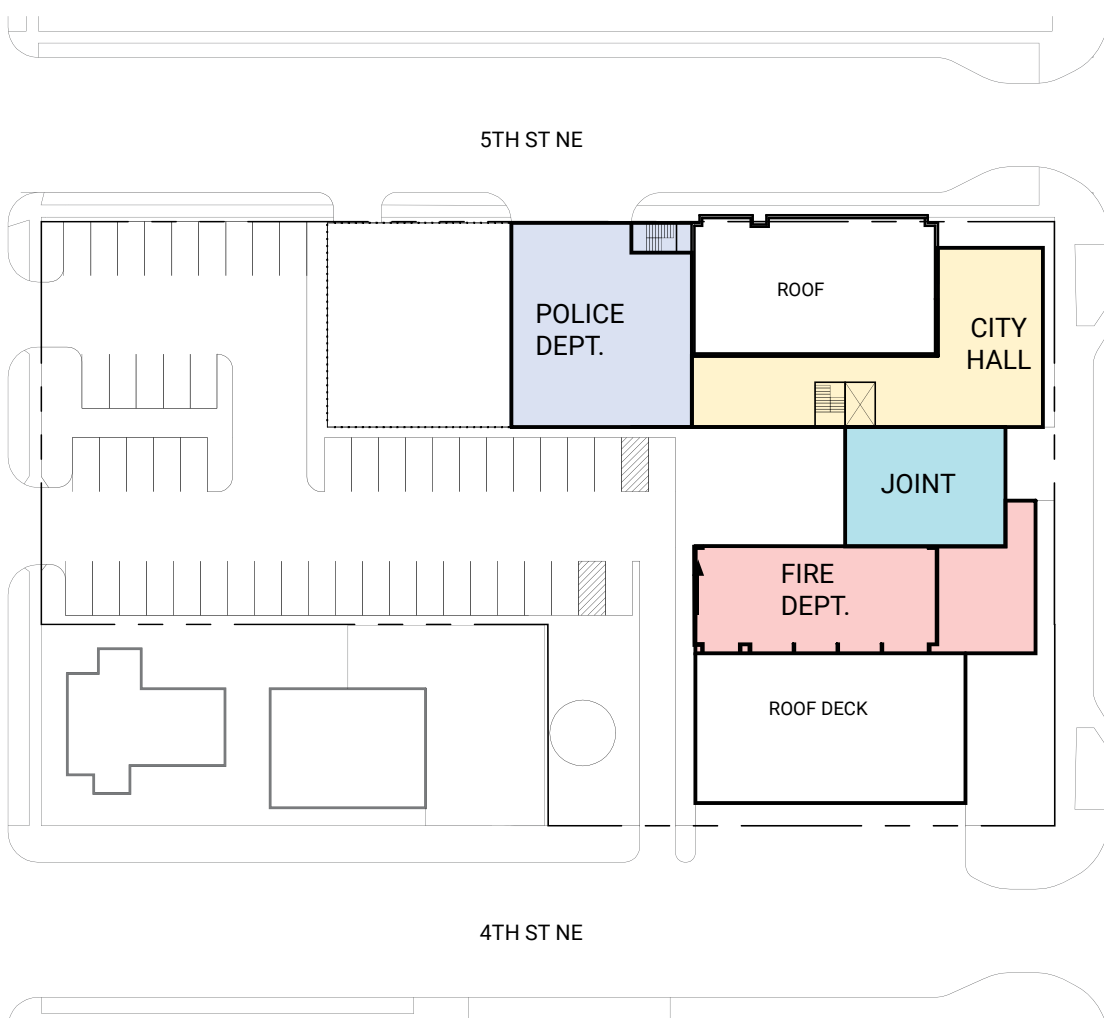
BASEMENT

PROGRAM	NEEDED	SHOWN
POLICE - LOCKERS	9,698 sf	4,122 sf
CITY HALL - STORAGE	265 sf	302 sf
STAFF PARKING	33 spots	-
TOTAL	9,963 sf	4,424 sf



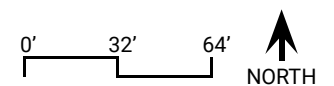
MAIN FLOOR

PROGRAM	NEEDED	SHOWN
LIBRARY	1,839 sf	2,310 sf
FACILITY - CHAMBERS	3,578 sf	4,127 sf
COMMUNITY CENTER	5,108 sf	3,837 sf
FIRE DEPT - GEAR	7,966 sf	7,280 sf
POLICE - PROCESSING	6,624 sf	8,993 sf
TOTAL	25,115 sf	26,547 sf



SECOND FLOOR

PROGRAM	NEEDED	SHOWN
CITY HALL	4,107 sf	4,038 sf
JOINT FACILITY	2,946 sf	2,122 sf
POLICE - OFFICES/ DAILY OP.	1,070 sf	3,898 sf
FIRE DEPT - OPERATIONS	4,177 sf	4,192 sf
TOTAL	12,300 sf	14,250sf



Design Option B - Current Site + New Build

Reusing the existing city hall site is feasible, but does have some complexity. There are two commercial building and the water tower that share the site and reduce the amount of space available. We propose some solutions to mitigate that space constraint:

Separate public vehicular access and emergency response vehicles on the site.

Fire Apparatus Bay remains back-in style and could empty on streets with neighboring homes.

Two story parking structure adjacent to water tower. Public on main floor, city staff on second floor.

Building wraps around parking structure to accommodate adjacency needs.

Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - Separate emergency response and public parking access - All departments daily operations on second floor - Use the same site 	<ul style="list-style-type: none"> - Two story parking structure adjacent to water tower - Fire Apparatus Bay remains back in style with little apron space - Police operations on second floor - Need to work around 2 commercial properties and historic water tower
TOTAL: 3	4 :TOTAL

Opinion of Cost Summary



Osseo Municipal Campus - Design Option B

1/19/2024
49,000.00 SF

Division	Dollar Value	SF	Cost/SF	Division Total
01000 DIVISION 1 - GENERAL CONDITIONS				\$443,461.80
02000 DIVISION 2 - SITEWORK				\$1,377,672.00
03000 DIVISION 3/4 - CONCRETE/ MASONRY				\$3,120,818.00
05000 DIVISION 5 - METALS				\$749,668.00
06000 DIVISION 6 - WOODS & PLASTICS				\$475,958.36
07000 DIVISION 7 - THERMAL & MOISTURE PR				\$990,293.64
08000 DIVISION 8 - DOORS & WINDOWS				\$1,096,469.99
09000 DIVISION 9 - FINISHES				\$1,298,128.72
10000 DIVISION 10 - SPECIALTIES				\$159,500.00
11000 DIVISION 11 - EQUIPMENT				\$0.00
12000 DIVISION 12 - FURNISHINGS				\$7,500.00
13000 DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000 DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000 DIVISION 15 - MECHANICAL				\$5,718,769.95
16000 DIVISION 16 - ELECTRICAL				\$2,239,173.40

ESTIMATE TOTALS

Subtotal	\$17,807,913.86		
Special Inspection Allowance	\$ -		
Winter Conditions Allowance	\$ -		
Public Utility Allowance	\$ -		
Builders Risk Insurance	\$ 14,045.00		
Building Permit	\$ -		
Overhead and Profit	\$ 891,097.94	5%	
TOTAL	\$18,713,056.80	49,000.00	\$ 381.90

Municipal Campus - B \$18,713,056
Police @ Osseo Press \$1,265,819

TOTAL: \$19,978,876



OSSEO FACILITIES - DESIGN OPTION B

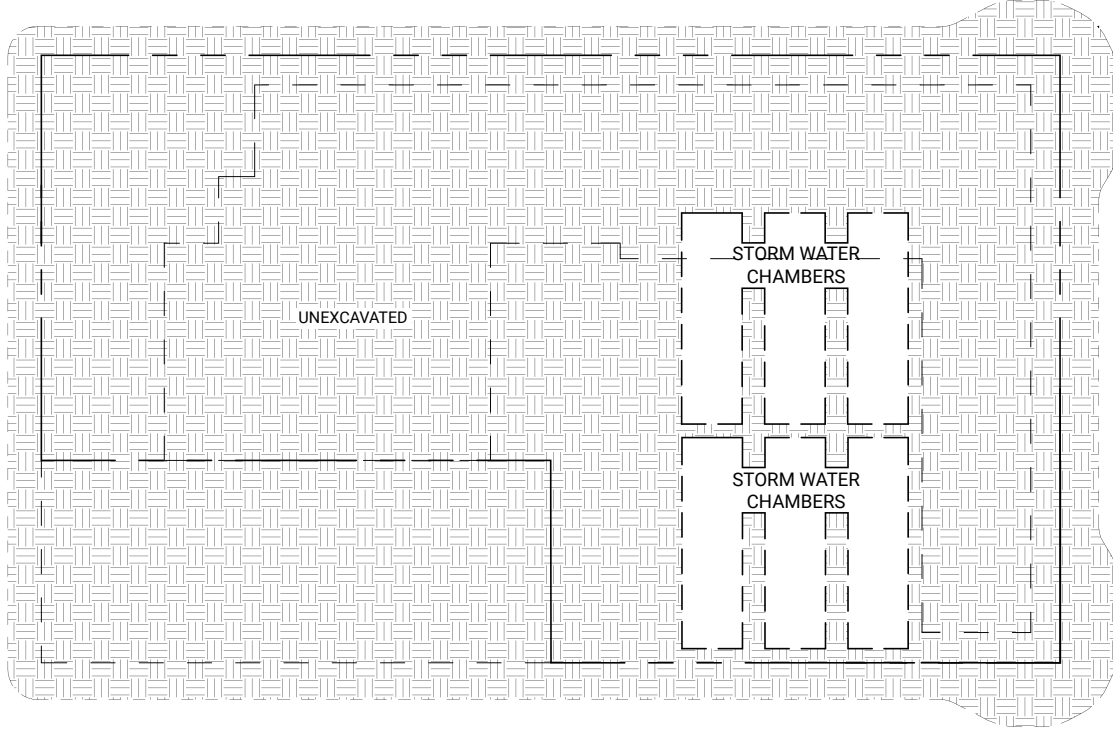
MUNICIPAL CAMPUS INITIAL STUDY PACKET



DESIGN OPTION B

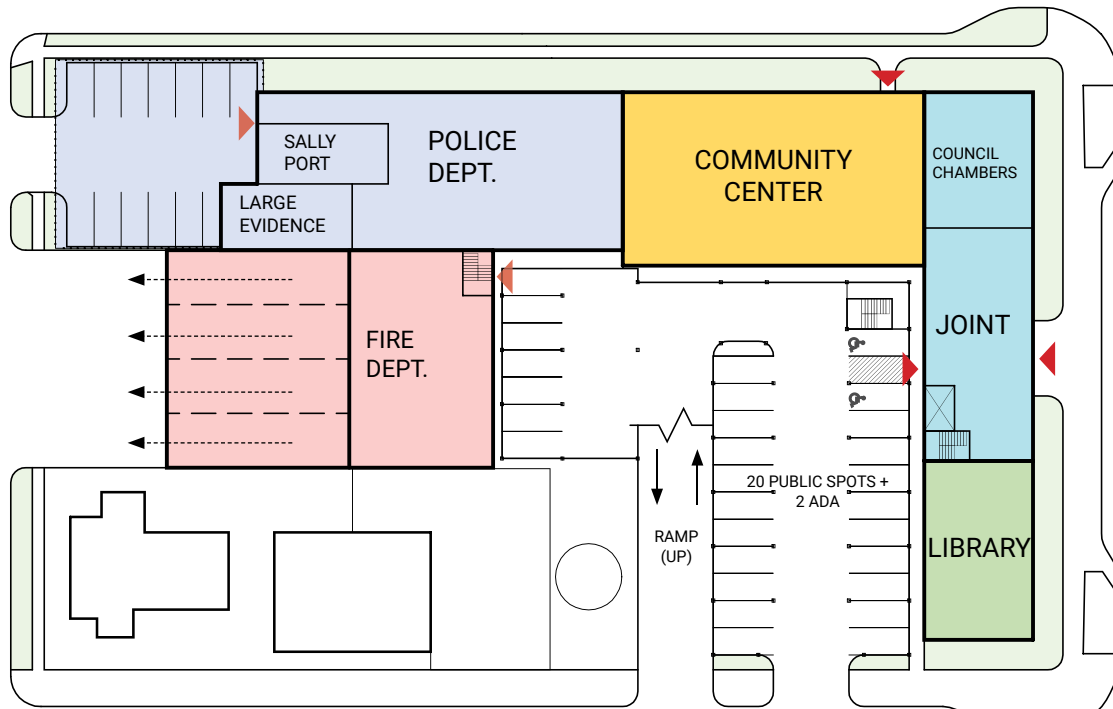
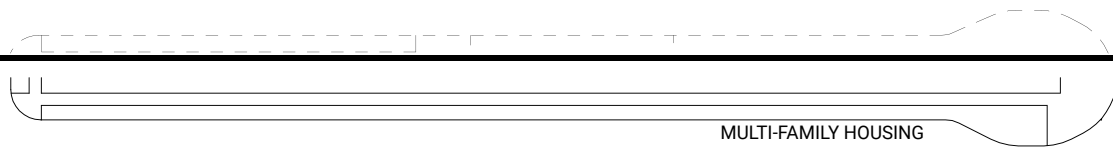
CURRENT SITE - NEW BUILD

- Two story parking: public on main, staff on second
- Fire Apparatus Bay back-in
- No basement spaces
- City Hall on 2nd floor



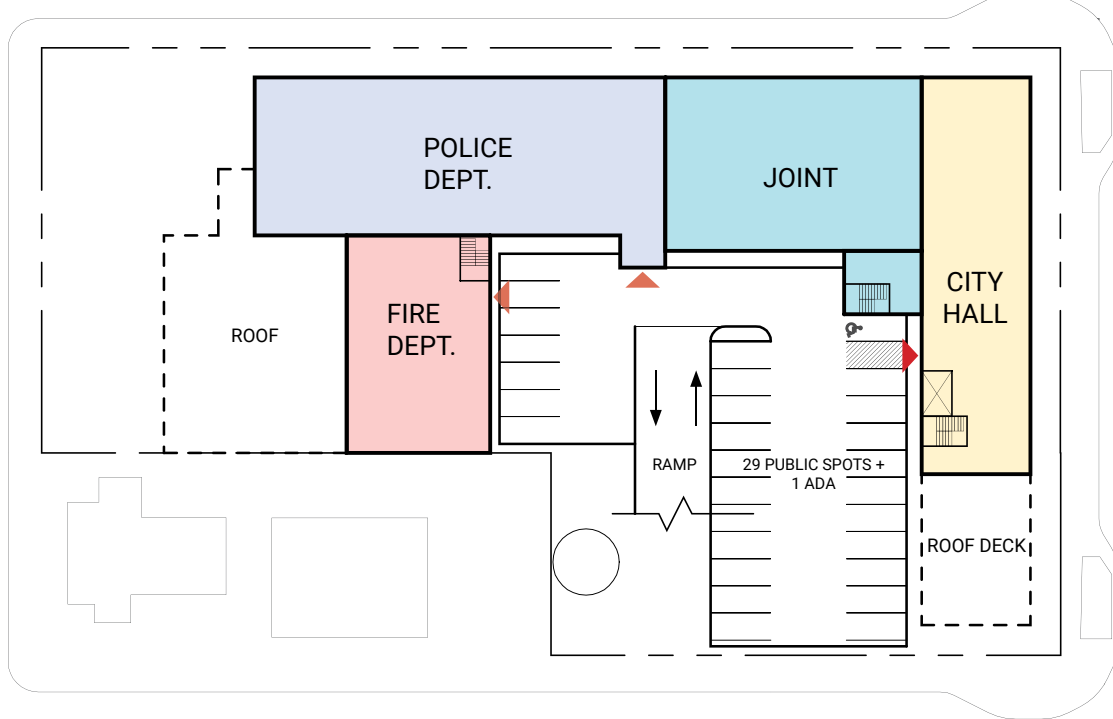
BASEMENT

PROGRAM	NEEDED	SHOWN
POLICE - STORAGE	9,698 sf	-
CITY HALL - STORAGE	265 sf	-
STAFF PARKING	33 spots	-
TOTAL	10,302 sf	-



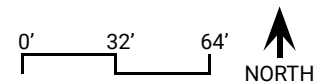
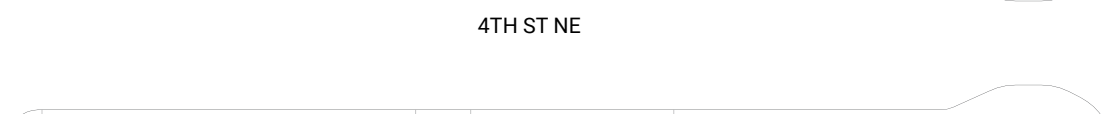
MAIN FLOOR

PROGRAM	NEEDED	SHOWN
LIBRARY	1,839 sf	2,135 sf
FACILITY - CHAMBERS	2,517 sf	4,406 sf
COMMUNITY CENTER	5,108 sf	5,749sf
FIRE DEPT - GEAR	7,966 sf	7,788 sf
POLICE - PROCESSING	10,498 sf	10,214 sf
TOTAL	27,928 sf	30,292 sf



SECOND FLOOR

PROGRAM	NEEDED	SHOWN
CITY HALL	4,107 sf	4,739 sf
JOINT FACILITY	2,946 sf	4,887 sf
POLICE - OFFICES/ DAILY OP.	7,548 sf	7,296 sf
FIRE DEPT - OPERATIONS	4,177 sf	3,432 sf
TOTAL	18,778 sf	20,354 sf



Design Option C - Flip to Boerboom Site + Full Program

Boerboom Park offers more site area to create a building that better aligns with best practice design principles for Police and Fire Departments. There is a notable elm tree on the southwest corner of the site which we are able to work around and preserve. The building is pushed to the north of the site, allowing space for public parking on the south of the site. Some notable elements of this approach:

Police squad car and employee parking are underground below the building.

Majority of police operations are on the main floor.

Fire Department Apparatus Bays are pull through, and the building is positioned to make entering and leaving the building as safe and easy as possible.

Adjacent to the Fire Department Apparatus Bays are stalls for emergency response parking.

Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - Private and secured staff parking (underground) - Secured Police squad parking (underground) - Police daily operations on main floor - Fire Apparatus Bay is pull through w/ Emergency Response Parking - Library on main level 	<ul style="list-style-type: none"> - City Hall operations on second floor
TOTAL: 5	1 :TOTAL

Opinion of Cost Summary



Osseo Municipal Campus - Design Option C

1/19/2024
76,000.00 SF

01000	DIVISION 1 - GENERAL CONDITIONS	Dollar Value	SF	Cost/SF	Division Total	\$515,770.35
02000	DIVISION 2 - SITEWORK	Dollar Value	SF	Cost/SF	Division Total	\$1,713,972.50
03000	DIVISION 3/4 - CONCRETE/MASONRY	Dollar Value	SF	Cost/SF	Division Total	\$3,163,703.80
05000	DIVISION 5 - METALS	Dollar Value	SF	Cost/SF	Division Total	\$791,469.00
06000	DIVISION 6 - WOODS & PLASTICS	Dollar Value	SF	Cost/SF	Division Total	\$550,261.24
07000	DIVISION 7 - THERMAL & MOISTURE PR	Dollar Value	SF	Cost/SF	Division Total	\$1,228,856.76
08000	DIVISION 8 - DOORS & WINDOWS	Dollar Value	SF	Cost/SF	Division Total	\$1,592,293.88
09000	DIVISION 9 - FINISHES	Dollar Value	SF	Cost/SF	Division Total	\$1,536,140.48
10000	DIVISION 10 - SPECIALTIES	Dollar Value	SF	Cost/SF	Division Total	\$159,500.00
11000	DIVISION 11 - EQUIPMENT	Dollar Value	SF	Cost/SF	Division Total	\$0.00
12000	DIVISION 12 - FURNISHINGS	Dollar Value	SF	Cost/SF	Division Total	\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION	Dollar Value	SF	Cost/SF	Division Total	\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS	Dollar Value	SF	Cost/SF	Division Total	\$150,500.00
15000	DIVISION 15 - MECHANICAL	Dollar Value	SF	Cost/SF	Division Total	\$8,831,215.80
16000	DIVISION 16 - ELECTRICAL	Dollar Value	SF	Cost/SF	Division Total	\$3,457,845.60

ESTIMATE TOTALS

Subtotal		\$23,699,028.61		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	18,575.00		
Building Permit	\$	-		
Overhead and Profit	\$	1,185,880.18	5%	
TOTAL		\$24,903,483.79	76,000.00	\$ 327.68



OSSEO FACILITIES - DESIGN OPTION C

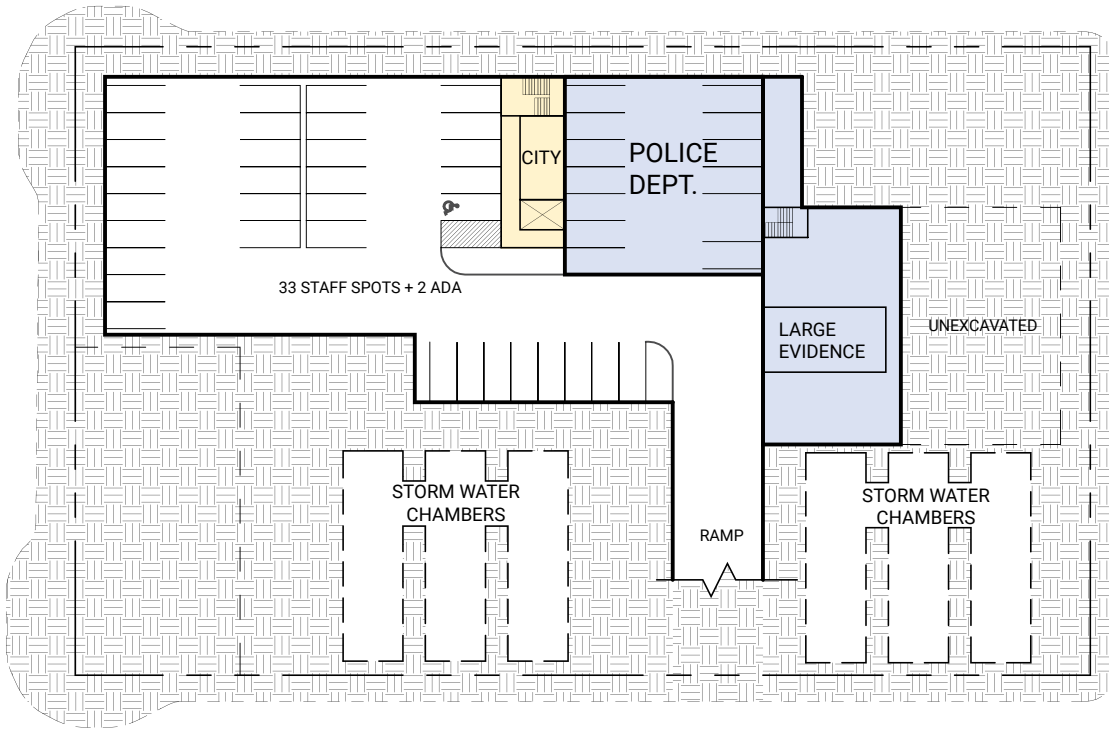
MUNICIPAL CAMPUS INITIAL STUDY PACKET



DESIGN OPTION C

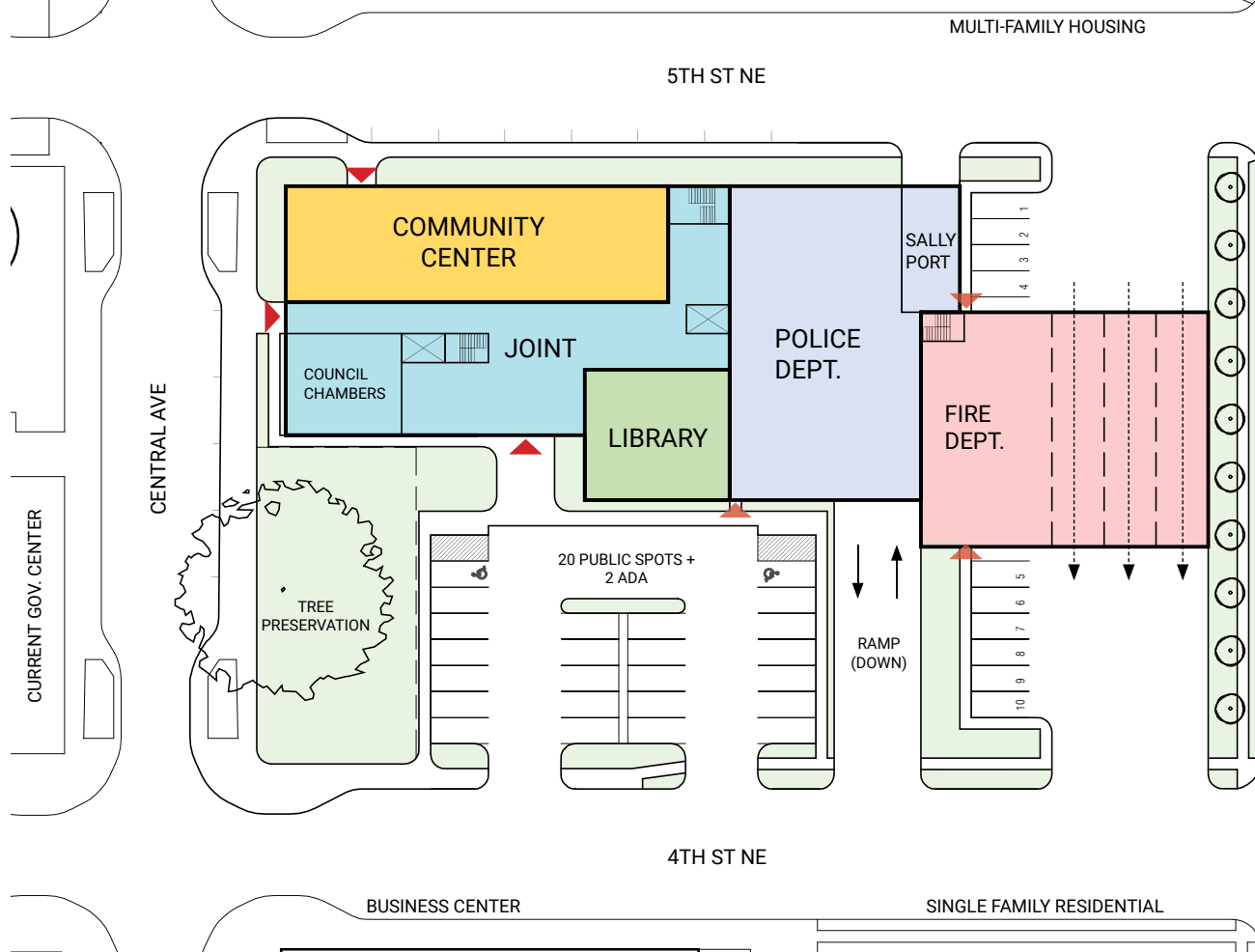
FLIP SITES - FULL PROGRAM

- Elm tree preservation area
- Underground parking for City staff + Police squads
- Police Operations on main floor
- Fire Apparatus Bay is pull-through
- Emergency response parking adjacent to Apparatus Bay



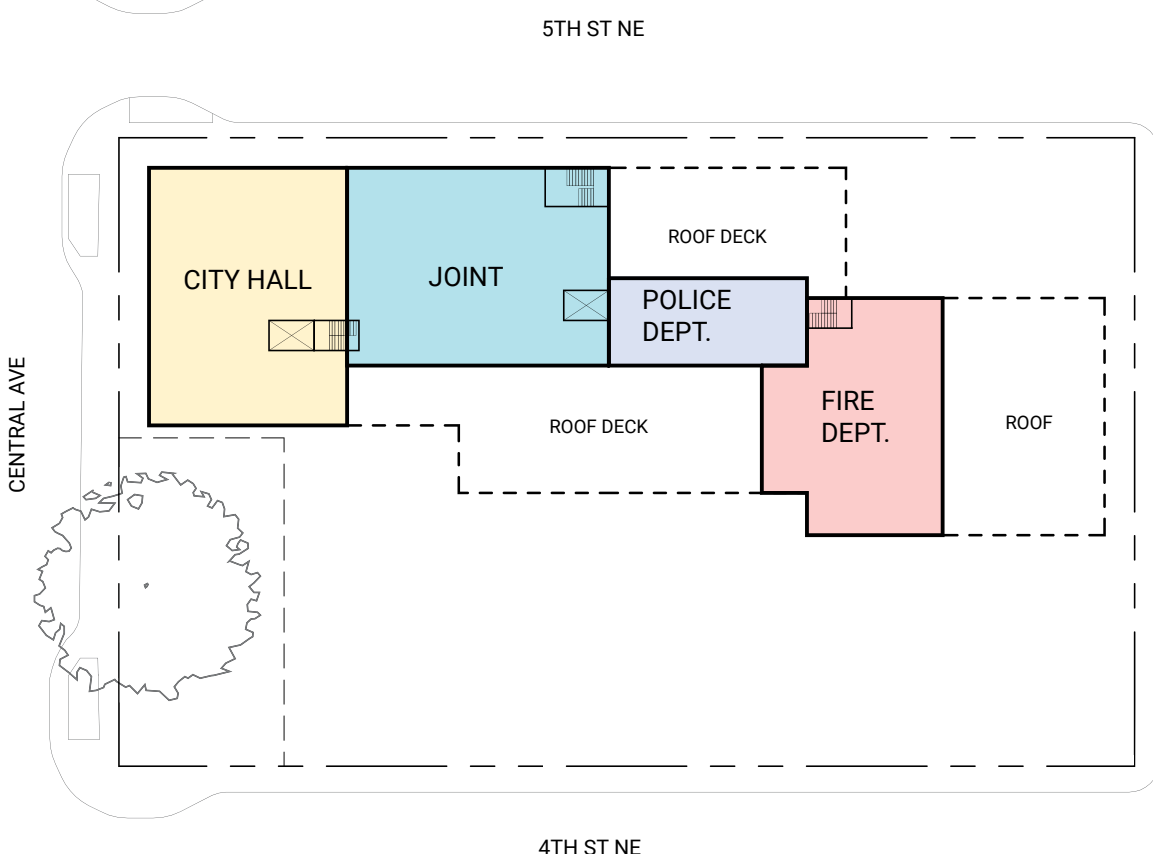
BASEMENT

PROGRAM	NEEDED	SHOWN
POLICE - STORAGE	9,698 sf	8,550 sf
CITY HALL - STORAGE	265 sf	1,210 sf
STAFF PARKING	33 spots	33 spots
TOTAL	10,302 sf	9,760 sf



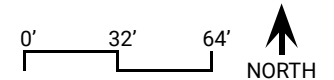
MAIN FLOOR

PROGRAM	NEEDED	SHOWN
LIBRARY	1,839 sf	2,250 sf
FACILITY - CHAMBERS	2,517 sf	6,757 sf
COMMUNITY CENTER	5,108 sf	5,282 sf
FIRE DEPT - GEAR	7,966 sf	7,841 sf
POLICE - OFFICE/DAY TO DAY	6,479 sf	7,735 sf
TOTAL	23,909 sf	29,865 sf



SECOND FLOOR

PROGRAM	NEEDED	SHOWN
CITY HALL	4,107 sf	5,670 sf
JOINT FACILITY	2,946 sf	5,751 sf
POLICE - BREAK ROOM	1,071 sf	1,921 sf
FIRE DEPT - OPERATIONS	4,177 sf	4,208 sf
TOTAL	12,301 sf	17,550 sf



Design Option D - Flip to Boerboom Site + No Police

To reduce construction cost, an option was developed that removed one city service from this building. That service will need to be located elsewhere in the city and will have it's own cost. In this scenario, the Police Department was removed from the program. There are many security concerns that Police Department buildings need to address, and at times counter to the public nature of a City Hall, Community Center, and Library. By removing the Police Department:

All parking is at grade, no underground parking or parking structures.

Public and staff parking are in the same lot.

Fire has drive through apparatus bay with emergency response parking.

Provide more of a buffer for preservation of the noted elm tree.

Pros and Cons Chart

PROS	CONS
- City Hall on main level	- Not one joint government plaza with Police off site
- All parking is on grade	- Library on 2nd floor
- Commerical space added to main floor	- Public and staff parking combined
- Fire Apparatus Bay is pull through w/ Emergency Response Parking	
- Larger buffer for elm tree preservation	
TOTAL: 5	3 :TOTAL

Opinion of Cost Summary



Osseo Municipal Campus - Design Option D

1/19/2024
39,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$399,725.23
02000	DIVISION 2 - SITEWORK				\$1,015,184.50
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$2,078,367.00
05000	DIVISION 5 - METALS				\$619,155.00
06000	DIVISION 6 - WOODS & PLASTICS				\$395,279.68
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$847,546.32
08000	DIVISION 8 - DOORS & WINDOWS				\$1,084,162.91
09000	DIVISION 9 - FINISHES				\$1,027,085.36
10000	DIVISION 10 - SPECIALTIES				\$114,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000	DIVISION 15 - MECHANICAL				\$4,524,716.85
16000	DIVISION 16 - ELECTRICAL				\$1,771,644.20

ESTIMATE TOTALS

Subtotal		\$14,015,367.05		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	11,000.00		
Building Permit	\$	-		
Overhead and Profit	\$	701,318.35	5%	
TOTAL		\$14,727,685.40	39,000.00	\$ 377.63

Municipal Campus - D \$14,727,685
Police @ Osseo Press \$3,333,333

TOTAL: \$18,061,018



OSSEO FACILITIES - DESIGN OPTION D

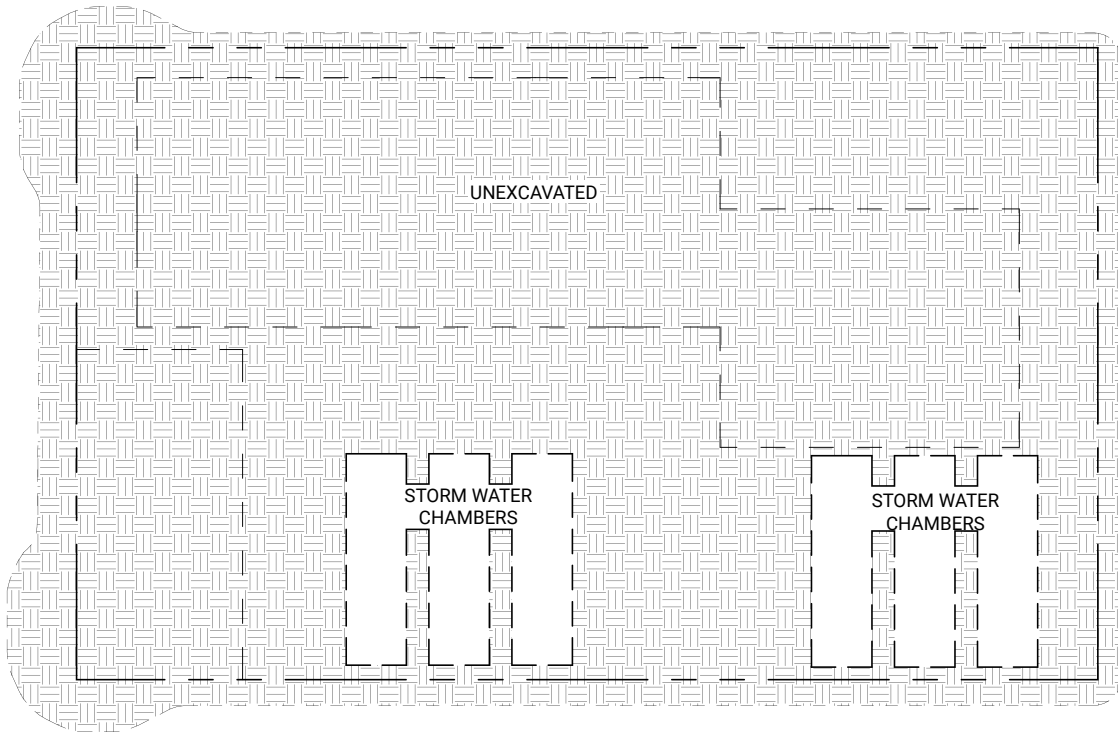
MUNICIPAL CAMPUS INITIAL STUDY PACKET



DESIGN OPTION D

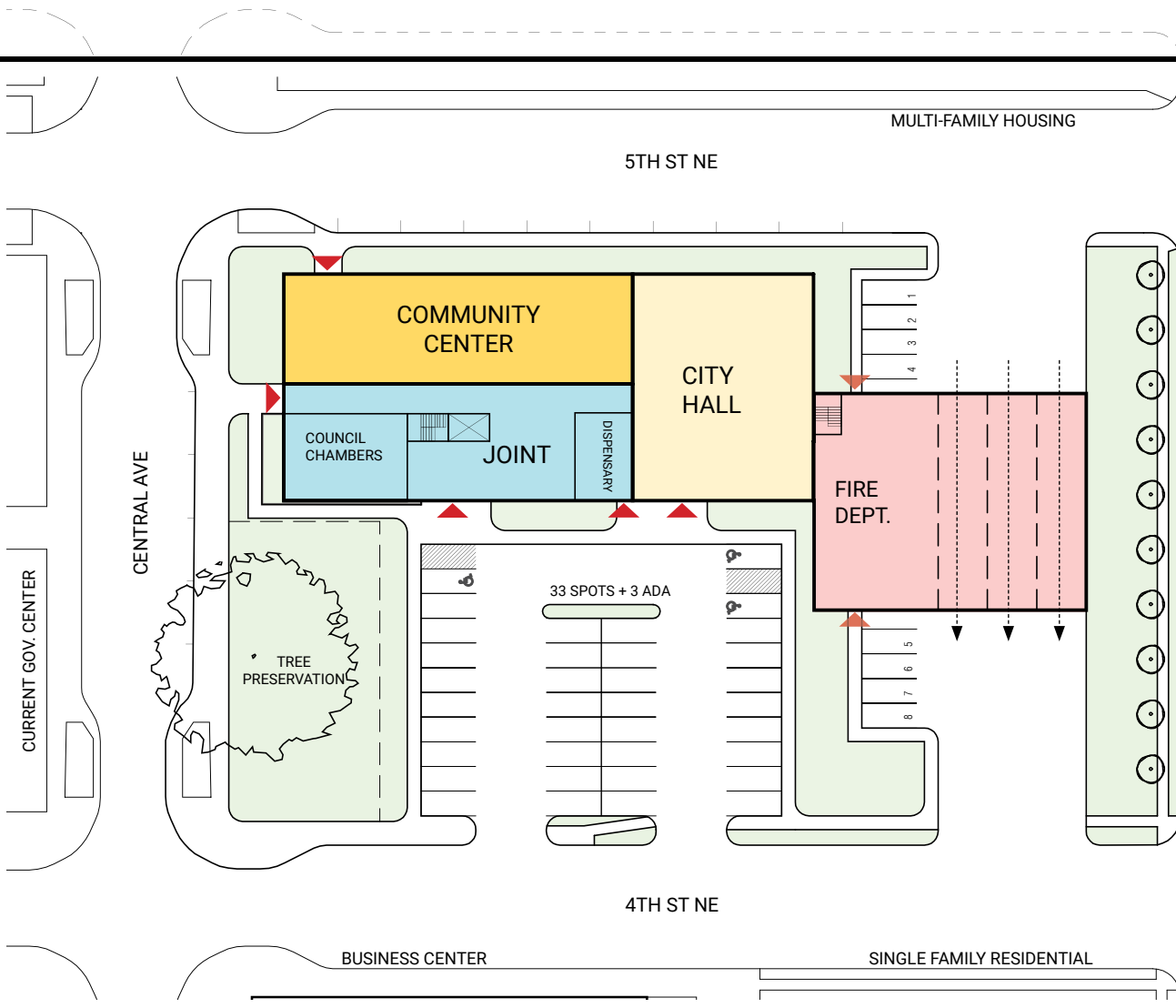
FLIP SITES - NO POLICE

- All parking is at grade; public + staff spaces are in the same lot
- Fire Apparatus Bay is pull-through
- Emergency response parking adjacent to Apparatus Bay
- Bigger buffer for Elm tree preservation
- City Hall on main floor
- Library on 2nd floor
- Commerical Dispensary space



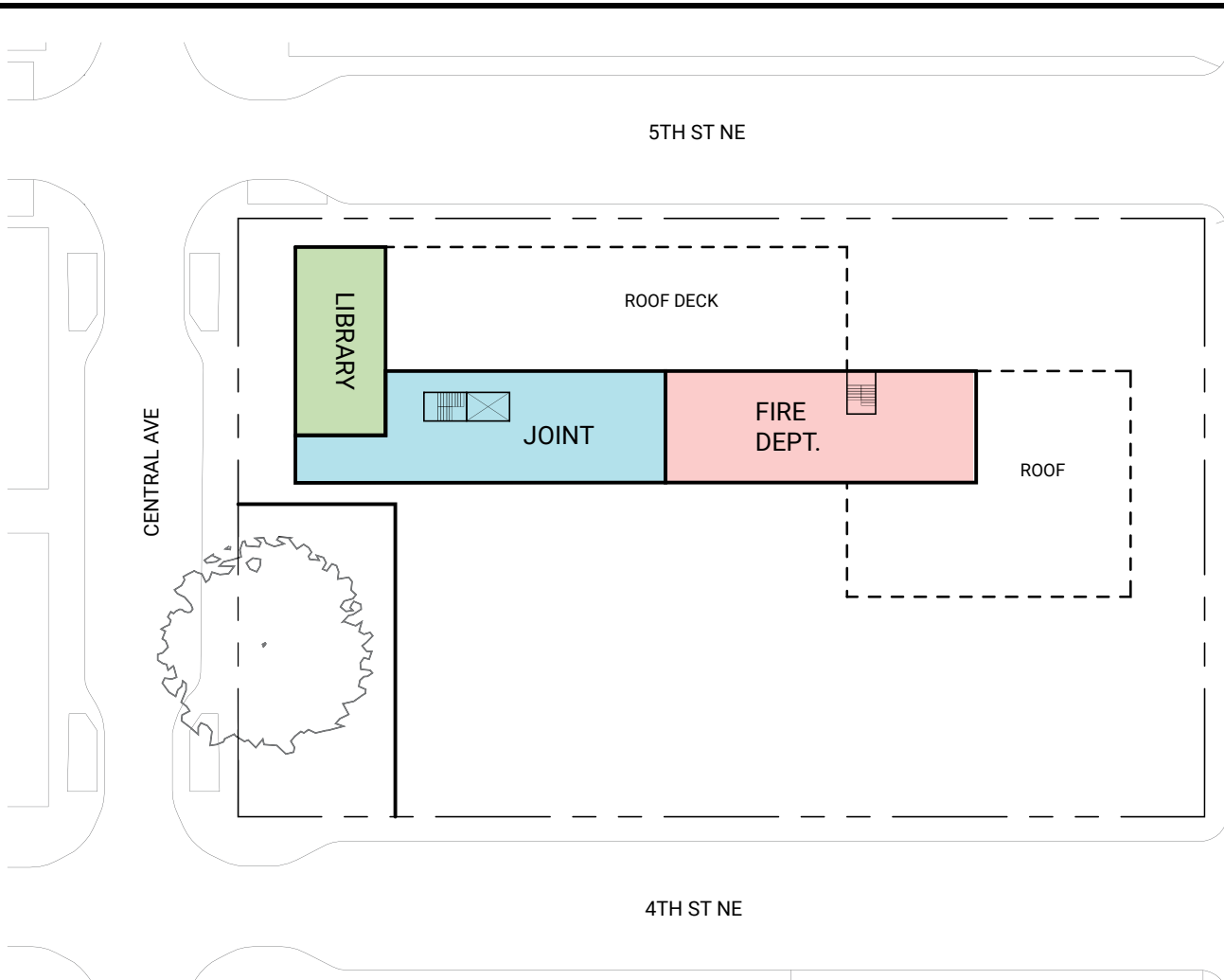
BASEMENT

PROGRAM	NEEDED	SHOWN
CITY HALL- STORAGE	265 sf	-
STAFF PARKING	33 spots	-
TOTAL	604 sf	-



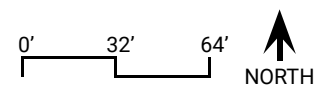
MAIN FLOOR

PROGRAM	NEEDED	SHOWN
CITY HALL	4,107 sf	5,448 sf
FACILITY - CHAMBERS/DISP.	2,517 sf	5,405 sf
COMMUNITY CENTER	5,108 sf	5,086 sf
FIRE DEPT - GEAR	7,966 sf	7,841 sf
TOTAL	19,698 sf	23,780 sf



SECOND FLOOR

PROGRAM	NEEDED	SHOWN
LIBRARY	1,839 sf	2,088 sf
JOINT FACILITY	2,946 sf	4,347 sf
FIRE DEPT - OPERATIONS	4,177 sf	4,242 sf
TOTAL	8,962 sf	10,677 sf



Design Option D.1 - Osseo Press Options

Options on the current municipal site would require all departments to be relocated elsewhere. This cost summary is an estimate if temporary accommodations were made at the Osseo Press building.

Another option removes the Police Department from the overall municipal campus building program. If this were the case, the police would need to be accommodated elsewhere for a long term scope. This cost summary is an estimate if these long term accommodations were made at the Osseo Press building.

Opinion of Cost Summary



Osseo - Temporary City Hall

1/23/2024
6,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$71,142.10
02000	DIVISION 2 - SITEWORK				\$31,030.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$15,515.00
05000	DIVISION 5 - METALS				\$6,342.00
06000	DIVISION 6 - WOODS & PLASTICS				\$55,233.96
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$1,761.00
08000	DIVISION 8 - DOORS & WINDOWS				\$57,563.00
09000	DIVISION 9 - FINISHES				\$180,001.00
10000	DIVISION 10 - SPECIALTIES				\$9,000.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$0.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$0.00
15000	DIVISION 15 - MECHANICAL				\$554,168.00
16000	DIVISION 16 - ELECTRICAL				\$223,786.00

ESTIMATE TOTALS

Subtotal	\$1,205,542.06		
Special Inspection Allowance	\$ -		
Winter Conditions Allowance	\$ -		
Public Utility Allowance	\$ -		
Builders Risk Insurance	\$ -		
Building Permit	\$ -		
Overhead and Profit	\$ 60,277.10	5%	
TOTAL	\$1,265,819.16	6,000.00	\$ 210.97



Osseo - Police Station

1/23/2024
15,225.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$190,589.60
02000	DIVISION 2 - SITEWORK				\$191,419.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$710,056.00
05000	DIVISION 5 - METALS				\$350,427.00
06000	DIVISION 6 - WOODS & PLASTICS				\$63,392.96
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$230,666.00
08000	DIVISION 8 - DOORS & WINDOWS				\$110,204.00
09000	DIVISION 9 - FINISHES				\$225,184.00
10000	DIVISION 10 - SPECIALTIES				\$9,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$0.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$0.00
15000	DIVISION 15 - MECHANICAL				\$756,519.00
16000	DIVISION 16 - ELECTRICAL				\$334,152.00

ESTIMATE TOTALS

Subtotal	\$3,172,109.56		
Special Inspection Allowance	\$ -		
Winter Conditions Allowance	\$ -		
Public Utility Allowance	\$ -		
Builders Risk Insurance	\$ 2,496.00		
Building Permit	\$ -		
Overhead and Profit	\$ 158,728.21	5%	
TOTAL	\$3,333,333.77	15,225.00	\$ 218.94

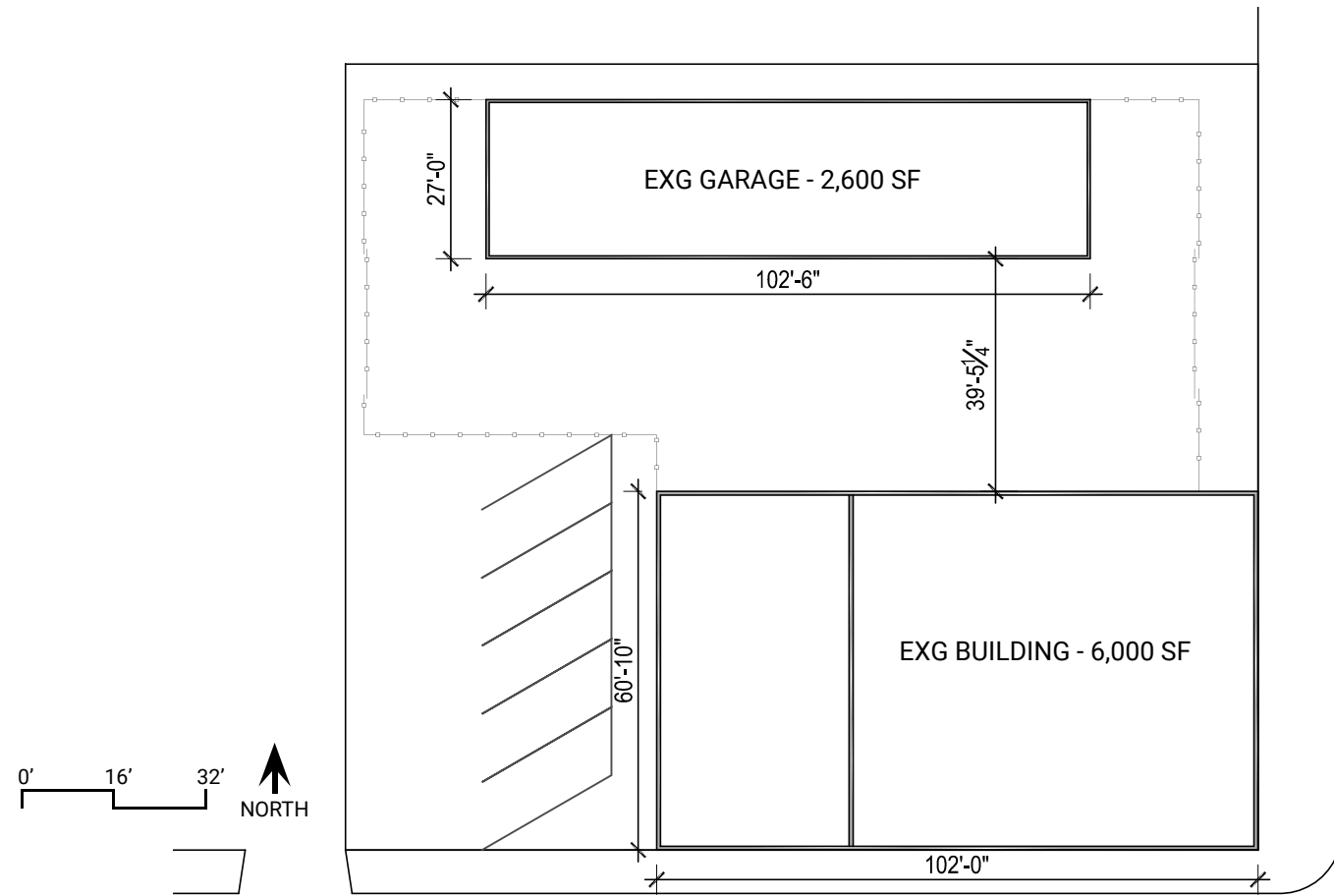


OSSEO FACILITIES - DESIGN OPTION D.1

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24





CITY CAMPUS - TEMPORARY PLACEMENT

EXISTING BUILDING - 6,000 SF

INTERIOR FULL REMODEL

- FULL INTERIOR DEMO AND NEW METAL STUD PARTITION WALLS
- RELOCATE PLUMBING
- LEVEL UNEVEN CONCRETE FLOOR
- INTERIOR INSULATION

EXTERIOR IMPROVEMENTS - MINIMUM REMOVE WOOD ELEMENTS AND RE-DASH STUCCO

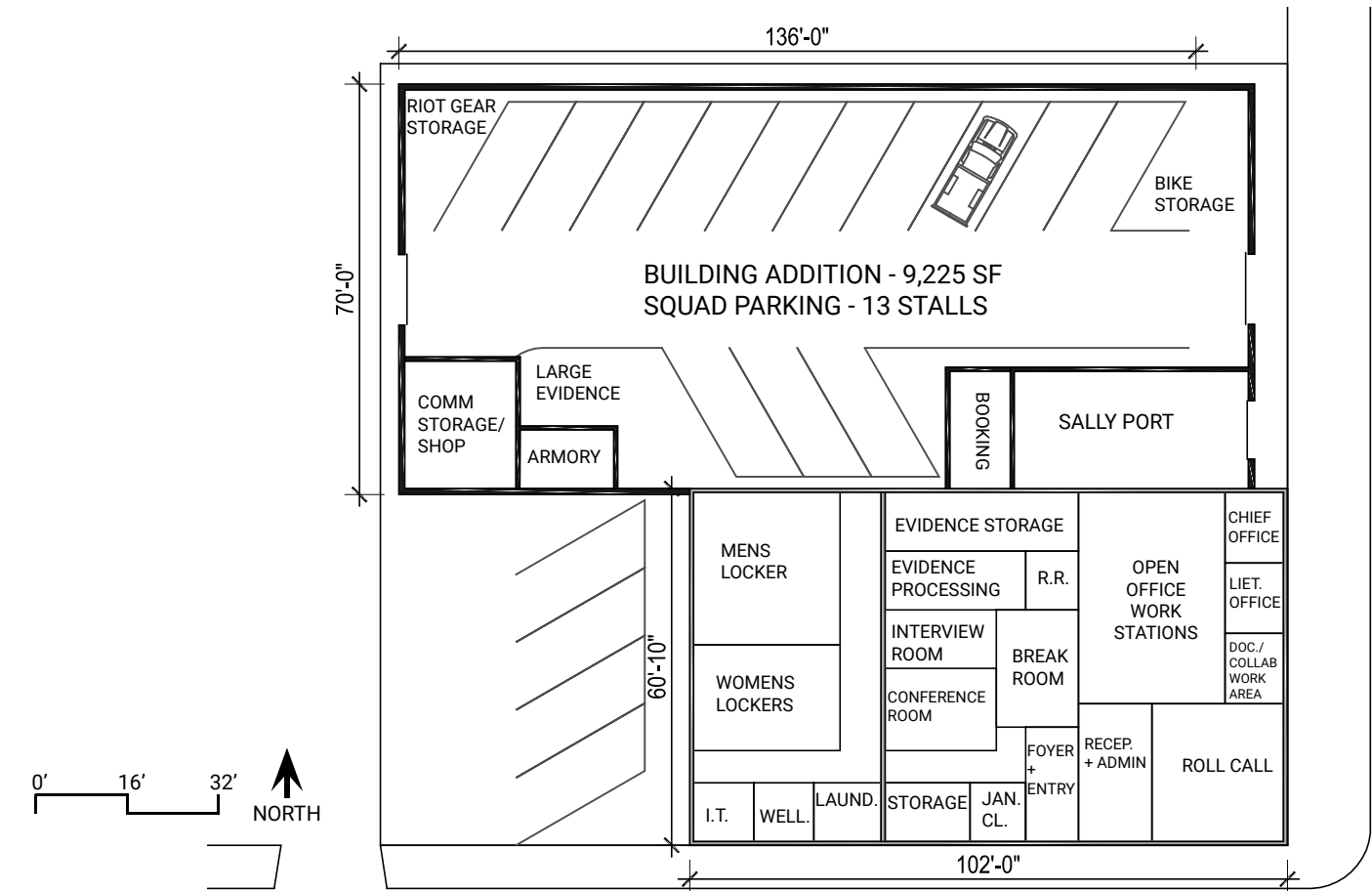
MECHANICAL SYSTEM UPDATES

NEW SPRINKLER SYSTEM

ELECTRICAL AND DATA UPDATES

BUILDING + GARAGE TOTAL = 8,600 SF
 EXISTING CITY HALL TOTAL = 12,000 SF

FIRE WILL NEED TO FIND A DIFFERENT HOME
 DEPARTMENTS WILL NEED TO LIVE WITH LESS



POLICE DEPARTMENT - LONG TERM

EXISTING BUILDING - 6,000 SF

INTERIOR FULL REMODEL

- FULL INTERIOR DEMO AND NEW METAL STUD PARTITION WALLS
- RELOCATE PLUMBING
- LEVEL UNEVEN CONCRETE FLOOR
- INTERIOR INSULATION

EXTERIOR IMPROVEMENTS - MINIMUM REMOVE WOOD ELEMENTS AND RE-DASH STUCCO

MECHANICAL SYSTEM UPDATES

NEW SPRINKLER SYSTEM

ELECTRICAL AND DATA UPDATES

ADDITION - 9,225 SF
 PRECAST CONCRETE WALLS
 6" CONCRETE FLOOR WITH FLOOR DRAIN
 OPEN WEB JOIST AND METAL DECK ROOFING

PROGRAM SPACE TOTAL = 12,856 SF
 17,998 SF WITH CIRCULATION
 ADDITION + EXG. BLDG TOTAL = 12,000 SF
 LIMITED CIRCULATION CAPACITY
 SOME PROGRAM SPACE WILL BE REDUCED IN SIZE TO ACCOMMODATE



OSSEO FACILITIES - OSSEO PRESS DESIGN OPTIONS

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Opinion of Probable Cost



Osseo Municipal Campus - Design Option A

1/19/2024
44,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$427,038.55
02000	DIVISION 2 - SITEWORK				\$1,494,957.11
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$2,496,626.00
05000	DIVISION 5 - METALS				\$686,254.00
06000	DIVISION 6 - WOODS & PLASTICS				\$451,038.32
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$928,600.68
08000	DIVISION 8 - DOORS & WINDOWS				\$1,024,878.13
09000	DIVISION 9 - FINISHES				\$1,158,790.14
10000	DIVISION 10 - SPECIALTIES				\$159,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000	DIVISION 15 - MECHANICAL				\$5,104,930.65
16000	DIVISION 16 - ELECTRICAL				\$1,998,825.80

ESTIMATE TOTALS

Subtotal	\$16,069,439.38		
Special Inspection Allowance	\$ -		
Winter Conditions Allowance	\$ -		
Public Utility Allowance	\$ -		
Builders Risk Insurance	\$ 13,000.00		
Building Permit	\$ -		
Overhead and Profit	\$ 804,121.97	5%	
TOTAL	\$16,886,561.35	44,000.00	\$ 383.79



Osseo Municipal Campus - Design Option B

1/19/2024
49,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$443,461.80
02000	DIVISION 2 - SITEWORK				\$1,377,672.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$3,120,818.00
05000	DIVISION 5 - METALS				\$749,668.00
06000	DIVISION 6 - WOODS & PLASTICS				\$475,958.36
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$990,293.64
08000	DIVISION 8 - DOORS & WINDOWS				\$1,096,469.99
09000	DIVISION 9 - FINISHES				\$1,298,128.72
10000	DIVISION 10 - SPECIALTIES				\$159,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000	DIVISION 15 - MECHANICAL				\$5,718,769.95
16000	DIVISION 16 - ELECTRICAL				\$2,239,173.40

ESTIMATE TOTALS

Subtotal	\$17,807,913.86		
Special Inspection Allowance	\$ -		
Winter Conditions Allowance	\$ -		
Public Utility Allowance	\$ -		
Builders Risk Insurance	\$ 14,045.00		
Building Permit	\$ -		
Overhead and Profit	\$ 891,097.94	5%	
TOTAL	\$18,713,056.80	49,000.00	\$ 381.90



OSSEO FACILITIES - OPINION OF PROBABLE COST

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Opinion of Probable Cost



Osseo Municipal Campus - Design Option C

1/19/2024
76,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$515,770.35
02000	DIVISION 2 - SITEWORK				\$1,713,972.50
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$3,163,703.00
05000	DIVISION 5 - METALS				\$791,469.00
06000	DIVISION 6 - WOODS & PLASTICS				\$550,261.24
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$1,228,856.76
08000	DIVISION 8 - DOORS & WINDOWS				\$1,592,293.88
09000	DIVISION 9 - FINISHES				\$1,536,140.48
10000	DIVISION 10 - SPECIALTIES				\$159,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$150,500.00
15000	DIVISION 15 - MECHANICAL				\$8,831,215.80
16000	DIVISION 16 - ELECTRICAL				\$3,457,845.60

ESTIMATE TOTALS

Subtotal		\$23,699,028.61		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	18,575.00		
Building Permit	\$	-		
Overhead and Profit	\$	1,185,880.18	5%	
TOTAL		\$24,903,483.79	76,000.00	\$ 327.68



Osseo Municipal Campus - Design Option D

1/19/2024
39,000.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$399,725.23
02000	DIVISION 2 - SITEWORK				\$1,015,184.50
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$2,078,367.00
05000	DIVISION 5 - METALS				\$619,155.00
06000	DIVISION 6 - WOODS & PLASTICS				\$395,279.68
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$847,546.32
08000	DIVISION 8 - DOORS & WINDOWS				\$1,084,162.91
09000	DIVISION 9 - FINISHES				\$1,027,085.36
10000	DIVISION 10 - SPECIALTIES				\$114,500.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$7,500.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$130,500.00
15000	DIVISION 15 - MECHANICAL				\$4,524,716.85
16000	DIVISION 16 - ELECTRICAL				\$1,771,644.20

ESTIMATE TOTALS

Subtotal		\$14,015,367.05		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	11,000.00		
Building Permit	\$	-		
Overhead and Profit	\$	701,318.35	5%	
TOTAL		\$14,727,685.40	39,000.00	\$ 377.63



OSSEO FACILITIES - OPINION OF PROBABLE COST

MUNICIPAL CAMPUS INITIAL STUDY PACKET



Public Works Plan and Cost

The public works facility was constructed 23 years ago. The building has been well maintained and should serve the city well into the future. The building does have some shortcomings: storage space and staff spaces.

There is a significant shortage of space for equipment and vehicles. Staff frequently have to shift equipment around to access the vehicle that is needed that day. There is space on site for an expansion to the current facility. The primary need is getting equipment and vehicles under cover and out of the elements. An unheated open sided shed addition was discussed. An option where this shed was fully enclosed and tempered was also discusses. This addition would have precast concrete walls to match the existing building.

The staff spaces are in need of an interiors refresh and an upgrade in the locker rooms. A simple rework of some of the interior walls should provide ample space for an improved locker room and multipurpose office and break space.

Notable Upgrades Not Shown in Drawings:

- Re-roof the existing PW building
- Replace exterior windows in Office space
- Replace Storage Yard Fence for decreased public visibility of site
- Replace front gate with an increase to fence height and user efficiency
- Addition of security cameras around property



Existing Public Works Office

1/19/2024
8,262.00 SF

01000 DIVISION 1 - GENERAL CONDITIONS	Dollar Value	SF	Cost/SF	Division Total	\$29,728.70
02000 DIVISION 2 - SITEWORK	Dollar Value	SF	Cost/SF	Division Total	\$16,975.00
03000 DIVISION 3/4 - CONCRETE/ MASONRY	Dollar Value	SF	Cost/SF	Division Total	\$0.00
05000 DIVISION 5 - METALS	Dollar Value	SF	Cost/SF	Division Total	\$2,170.00
06000 DIVISION 6 - WOODS & PLASTICS	Dollar Value	SF	Cost/SF	Division Total	\$11,180.00
07000 DIVISION 7 - THERMAL & MOISTURE PR	Dollar Value	SF	Cost/SF	Division Total	\$241,517.00
08000 DIVISION 8 - DOORS & WINDOWS	Dollar Value	SF	Cost/SF	Division Total	\$16,480.00
09000 DIVISION 9 - FINISHES	Dollar Value	SF	Cost/SF	Division Total	\$49,553.00
10000 DIVISION 10 - SPECIALTIES	Dollar Value	SF	Cost/SF	Division Total	\$6,900.00
11000 DIVISION 11 - EQUIPMENT	Dollar Value	SF	Cost/SF	Division Total	\$0.00
12000 DIVISION 12 - FURNISHINGS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
13000 DIVISION 13 - SPECIAL CONSTRUCTION	Dollar Value	SF	Cost/SF	Division Total	\$0.00
14000 DIVISION 14 - CONVEYING SYSTEMS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
15000 DIVISION 15 - MECHANICAL	Dollar Value	SF	Cost/SF	Division Total	\$22,990.00
16000 DIVISION 16 - ELECTRICAL	Dollar Value	SF	Cost/SF	Division Total	\$32,050.00

ESTIMATE TOTALS

Subtotal				\$429,543.70	
Special Inspection Allowance	\$			-	
Winter Conditions Allowance	\$			-	
Public Utility Allowance	\$			-	
Builders Risk Insurance	\$			-	
Building Permit	\$			-	
Overhead and Profit	\$	21,477.19	5%		
TOTAL		\$451,020.89	8,262.00	\$	54.59

*Includes Office / Mezzanine Renovation
 **Includes Notable Upgrades Not Shown in Drawings.
 ***Includes \$25k allowance for security camera around the property.



OSSEO FACILITIES - PUBLIC WORKS PLAN + COST

MUNICIPAL CAMPUS INITIAL STUDY PACKET



Public Works Plan and Cost



Osseo Public Works - Storage Option 1

1/19/2024
3,300.00 SF

01000	DIVISION 1 - GENERAL CONDITIONS	Dollar Value	SF	Cost/SF	Division Total	\$40,720.83
02000	DIVISION 2 - SITEWORK	Dollar Value	SF	Cost/SF	Division Total	\$51,626.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY	Dollar Value	SF	Cost/SF	Division Total	\$198,880.00
05000	DIVISION 5 - METALS	Dollar Value	SF	Cost/SF	Division Total	\$102,900.00
06000	DIVISION 6 - WOODS & PLASTICS	Dollar Value	SF	Cost/SF	Division Total	\$11,480.00
07000	DIVISION 7 - THERMAL & MOISTURE PR	Dollar Value	SF	Cost/SF	Division Total	\$86,100.00
08000	DIVISION 8 - DOORS & WINDOWS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
09000	DIVISION 9 - FINISHES	Dollar Value	SF	Cost/SF	Division Total	\$0.00
10000	DIVISION 10 - SPECIALTIES	Dollar Value	SF	Cost/SF	Division Total	\$0.00
11000	DIVISION 11 - EQUIPMENT	Dollar Value	SF	Cost/SF	Division Total	\$0.00
12000	DIVISION 12 - FURNISHINGS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION	Dollar Value	SF	Cost/SF	Division Total	\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
15000	DIVISION 15 - MECHANICAL	Dollar Value	SF	Cost/SF	Division Total	\$0.00
16000	DIVISION 16 - ELECTRICAL	Dollar Value	SF	Cost/SF	Division Total	\$16,500.00

ESTIMATE TOTALS

Subtotal		\$508,206.83		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	-		
Building Permit	\$	-		
Overhead and Profit	\$	25,410.34	5%	
TOTAL		\$533,617.17	3,300.00	\$ 161.70

*Cold Storage - No Fire Suppression, Plumbing, or HVAC.



Osseo Public Works - Storage Option 2

1/19/2024
3,300.00 SF

01000	DIVISION 1 - GENERAL CONDITIONS	Dollar Value	SF	Cost/SF	Division Total	\$44,246.33
02000	DIVISION 2 - SITEWORK	Dollar Value	SF	Cost/SF	Division Total	\$48,246.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY	Dollar Value	SF	Cost/SF	Division Total	\$271,760.00
05000	DIVISION 5 - METALS	Dollar Value	SF	Cost/SF	Division Total	\$83,400.00
06000	DIVISION 6 - WOODS & PLASTICS	Dollar Value	SF	Cost/SF	Division Total	\$12,155.00
07000	DIVISION 7 - THERMAL & MOISTURE PR	Dollar Value	SF	Cost/SF	Division Total	\$86,100.00
08000	DIVISION 8 - DOORS & WINDOWS	Dollar Value	SF	Cost/SF	Division Total	\$19,000.00
09000	DIVISION 9 - FINISHES	Dollar Value	SF	Cost/SF	Division Total	\$0.00
10000	DIVISION 10 - SPECIALTIES	Dollar Value	SF	Cost/SF	Division Total	\$0.00
11000	DIVISION 11 - EQUIPMENT	Dollar Value	SF	Cost/SF	Division Total	\$0.00
12000	DIVISION 12 - FURNISHINGS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION	Dollar Value	SF	Cost/SF	Division Total	\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS	Dollar Value	SF	Cost/SF	Division Total	\$0.00
15000	DIVISION 15 - MECHANICAL	Dollar Value	SF	Cost/SF	Division Total	\$103,950.00
16000	DIVISION 16 - ELECTRICAL	Dollar Value	SF	Cost/SF	Division Total	\$62,700.00

ESTIMATE TOTALS

Subtotal		\$731,557.33		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	-		
Building Permit	\$	-		
Overhead and Profit	\$	36,577.87	5%	
TOTAL		\$768,135.20	3,300.00	\$ 232.77

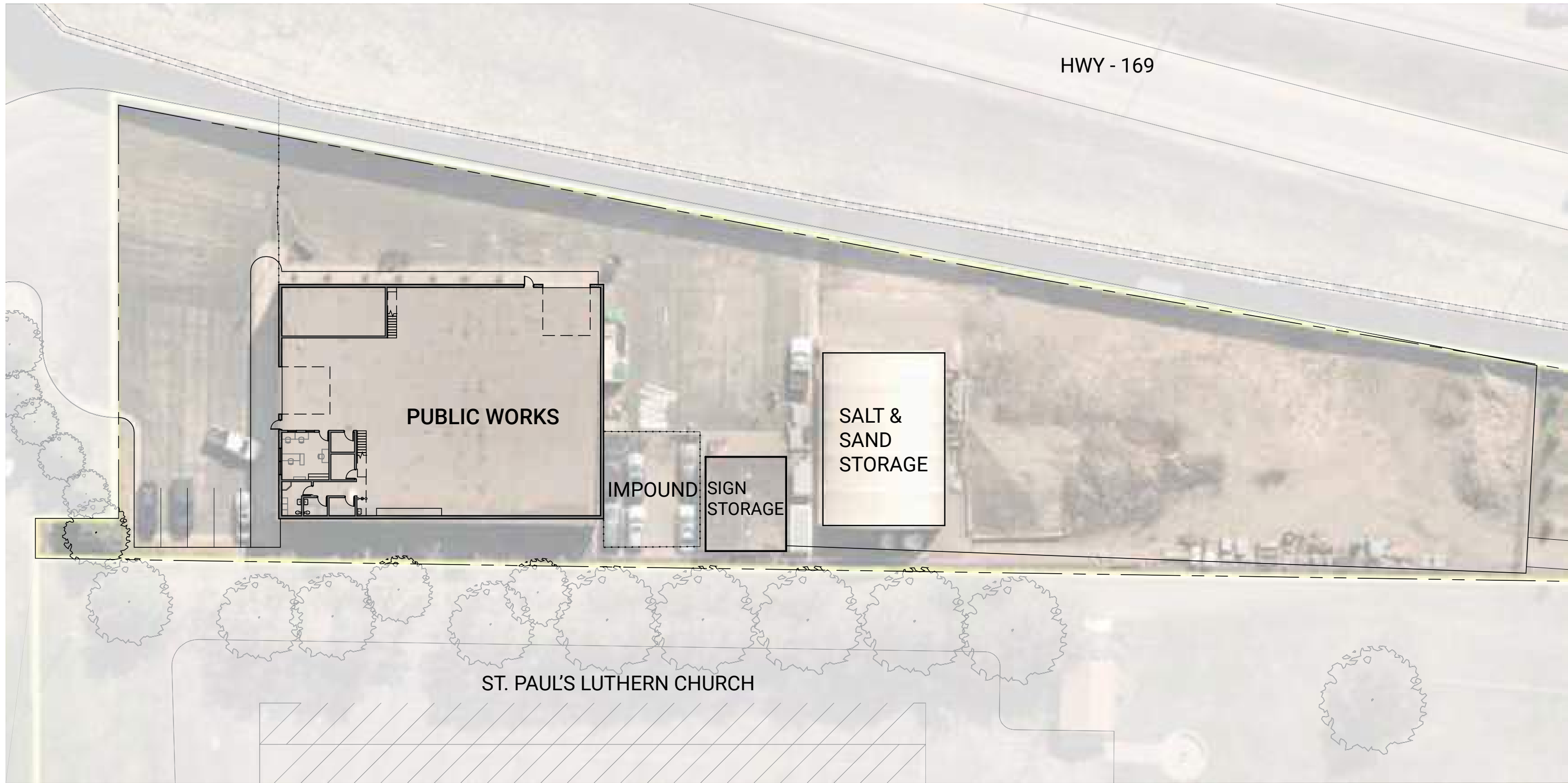
*Climate Controlled.
**No Plumbing.



OSSEO FACILITIES - PUBLIC WORKS PLAN + COST

MUNICIPAL CAMPUS INITIAL STUDY PACKET





Existing Facility Site Plan 0' 16' 32' NORTH

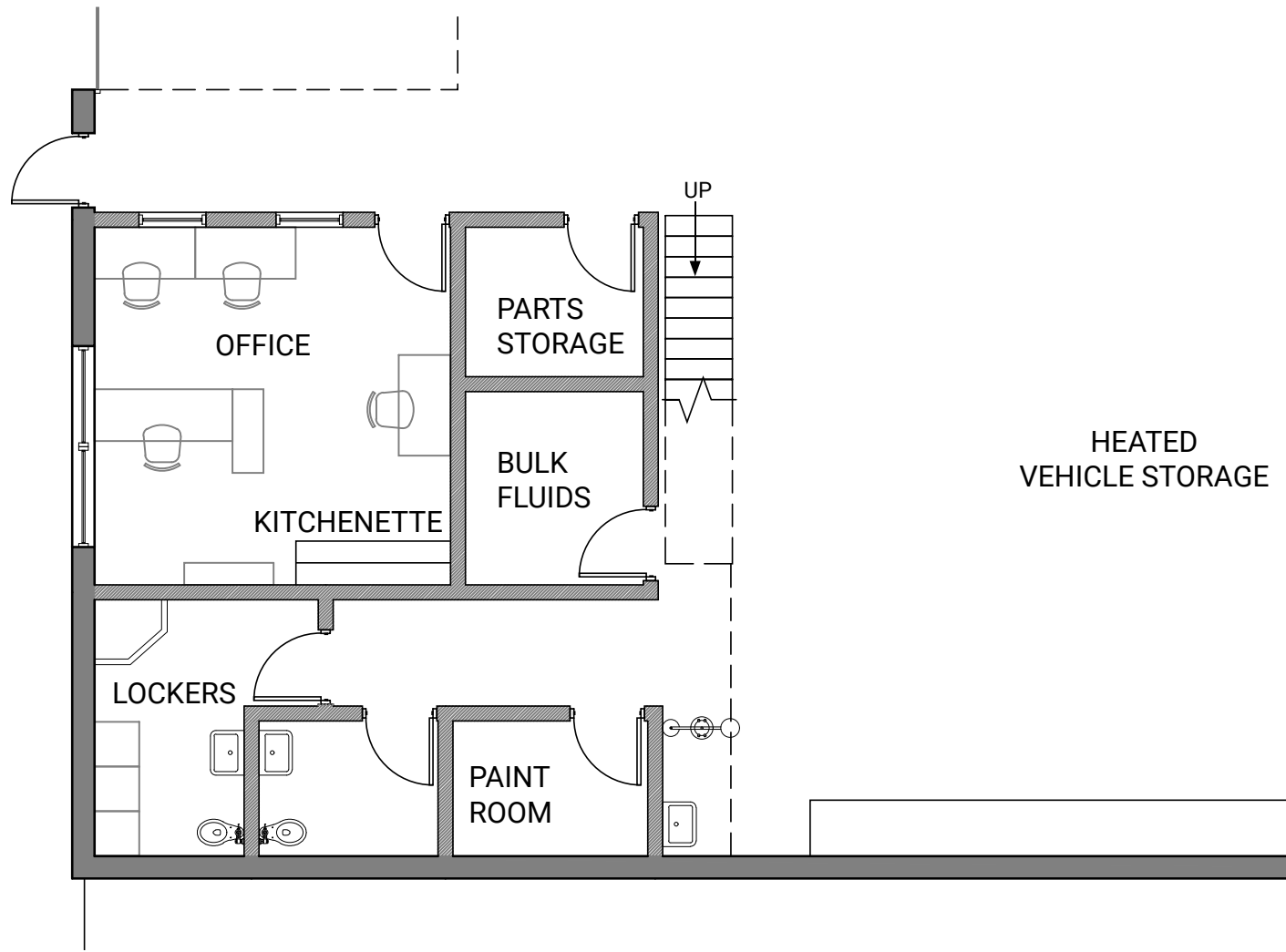


OSSEO FACILITIES - PUBLIC WORKS: EXISTING SITE PLAN

MUNICIPAL CAMPUS INITIAL STUDY PACKET

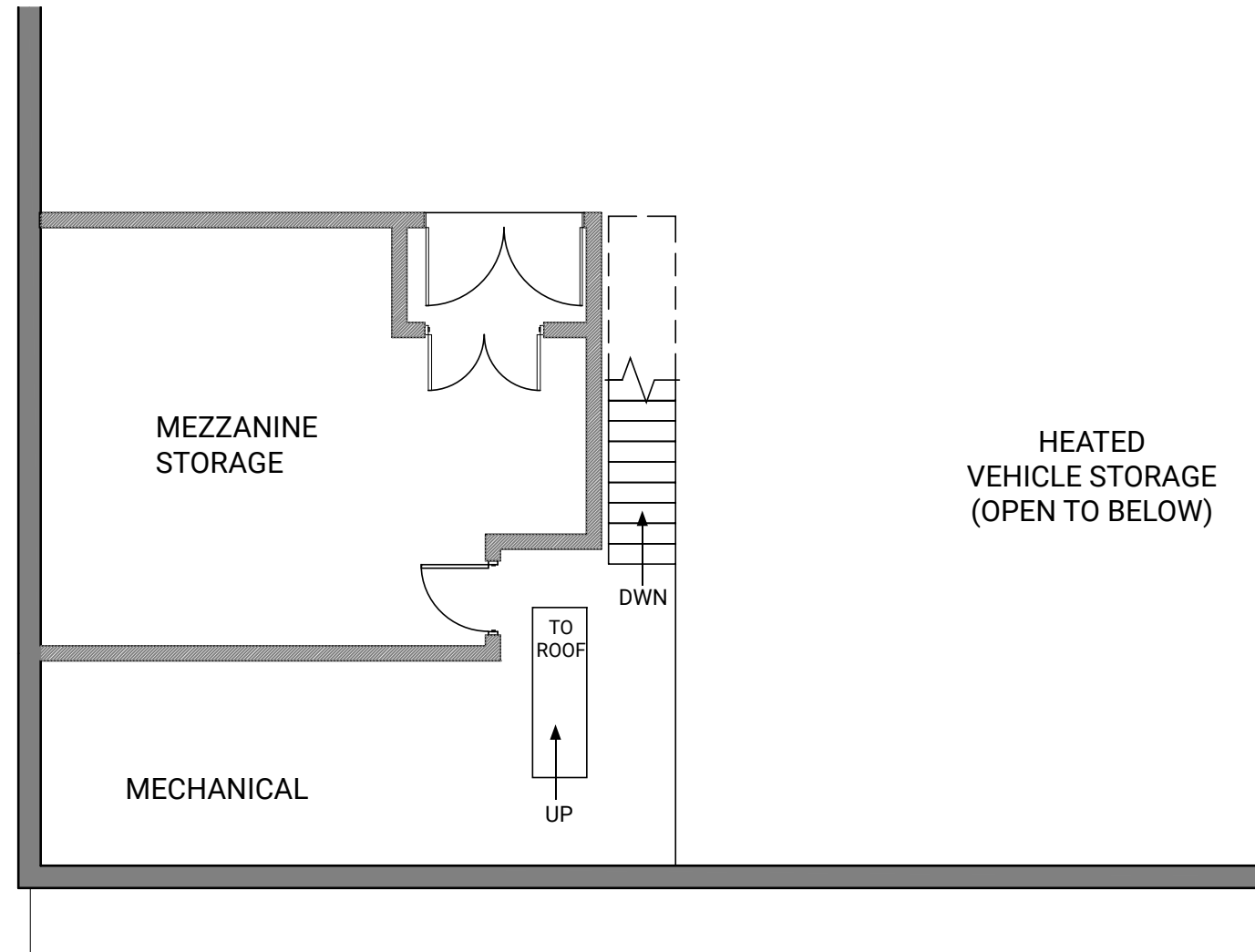
1/24/24





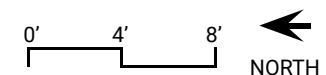
EXISTING MAIN FLOOR - OFFICE AREA

PROGRAM	SHOWN
OFFICE	255 sf
LOCKERS - BATHROOMS	147 sf
PARTS STORAGE	53 sf
BULK FLUIDS	69 sf
PAINT ROOM	52 sf
TOTAL	576 sf



EXISTING MEZZANINE ABOVE OFFICE AREA

PROGRAM	SHOWN
MEZZ. STORAGE	392 sf
MECHANICAL	188 sf
TOTAL	580 sf

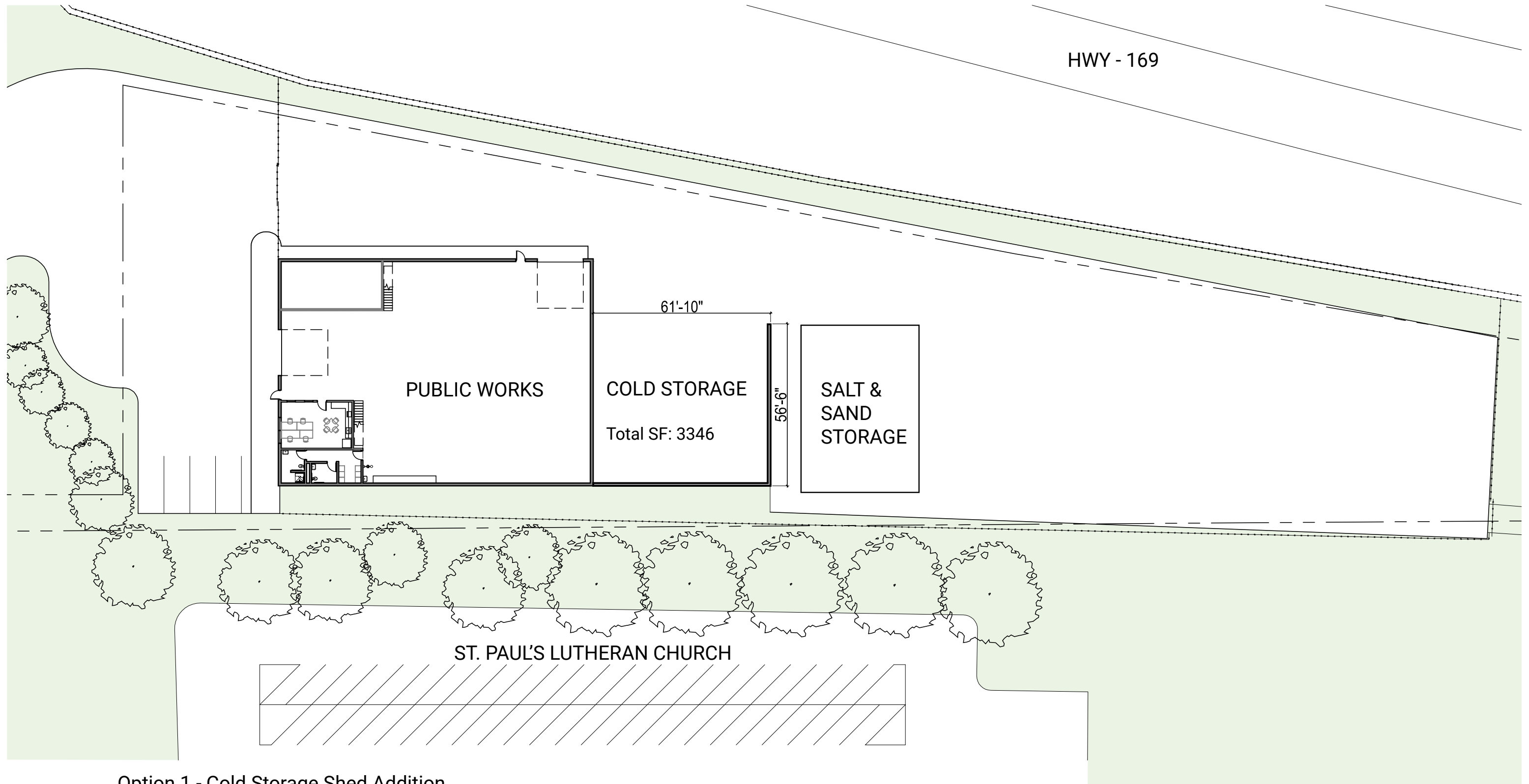


OSSEO FACILITIES - PUBLIC WORKS: EXISTING OFFICE PLAN

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24

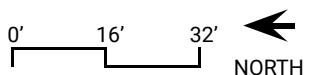




Option 1 - Cold Storage Shed Addition

- Finish enclosure from option 1
- Providing minimal heating
- More flexible and secure storage space

Cost Estimate: \$533,617

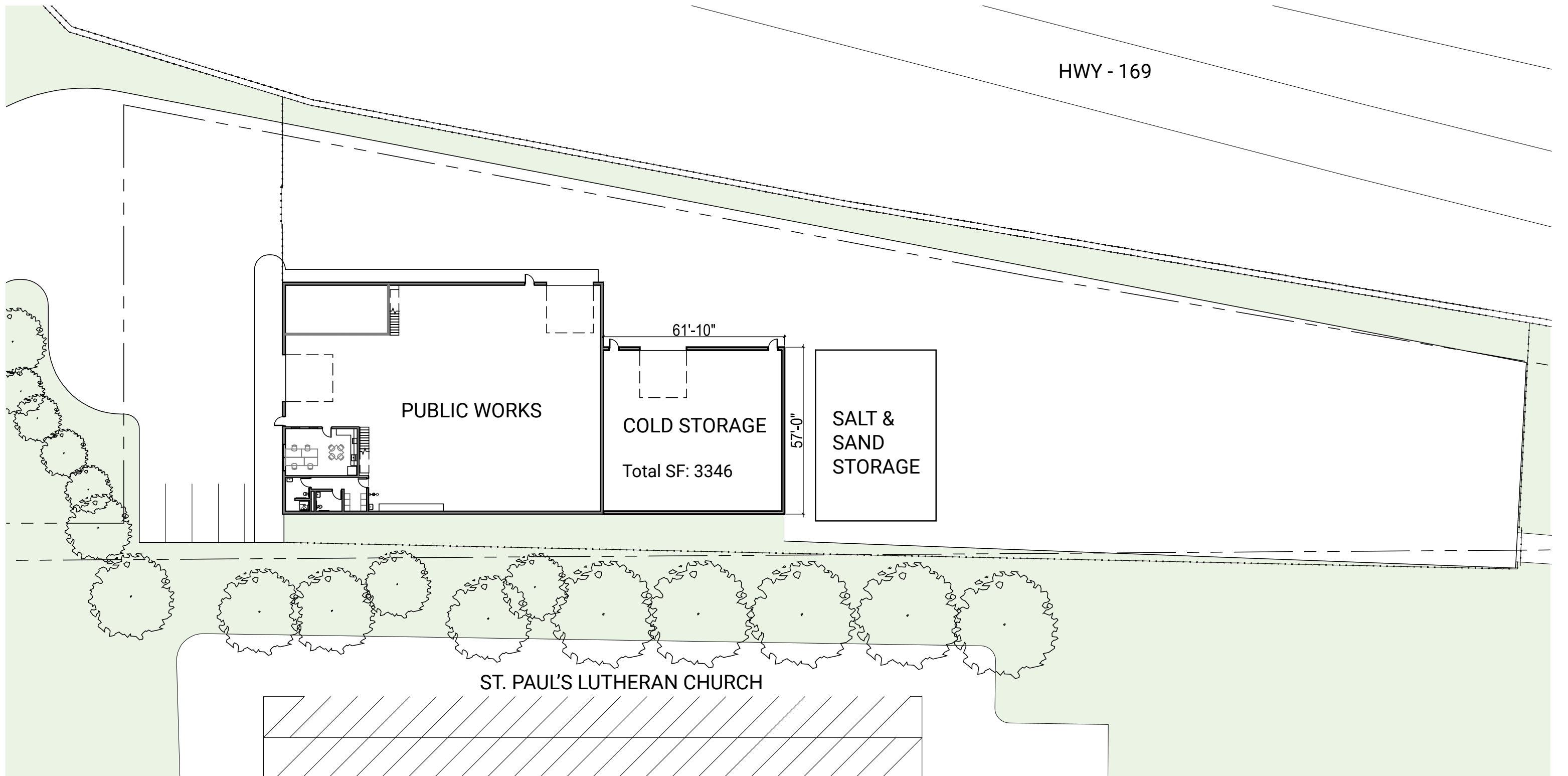


OSSEO FACILITIES - PUBLIC WORKS: SITE PLAN W/ OPEN COLD STORAGE

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24

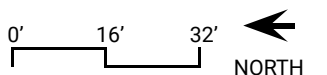




Option 2 - Minimally Tempered Enclosed Addition

- Demolish existing sign storage
- Put up two precast concrete walks, cover with steel joists and metal deck roof
- Pour concrete floor

Cost Estimate: \$768,135

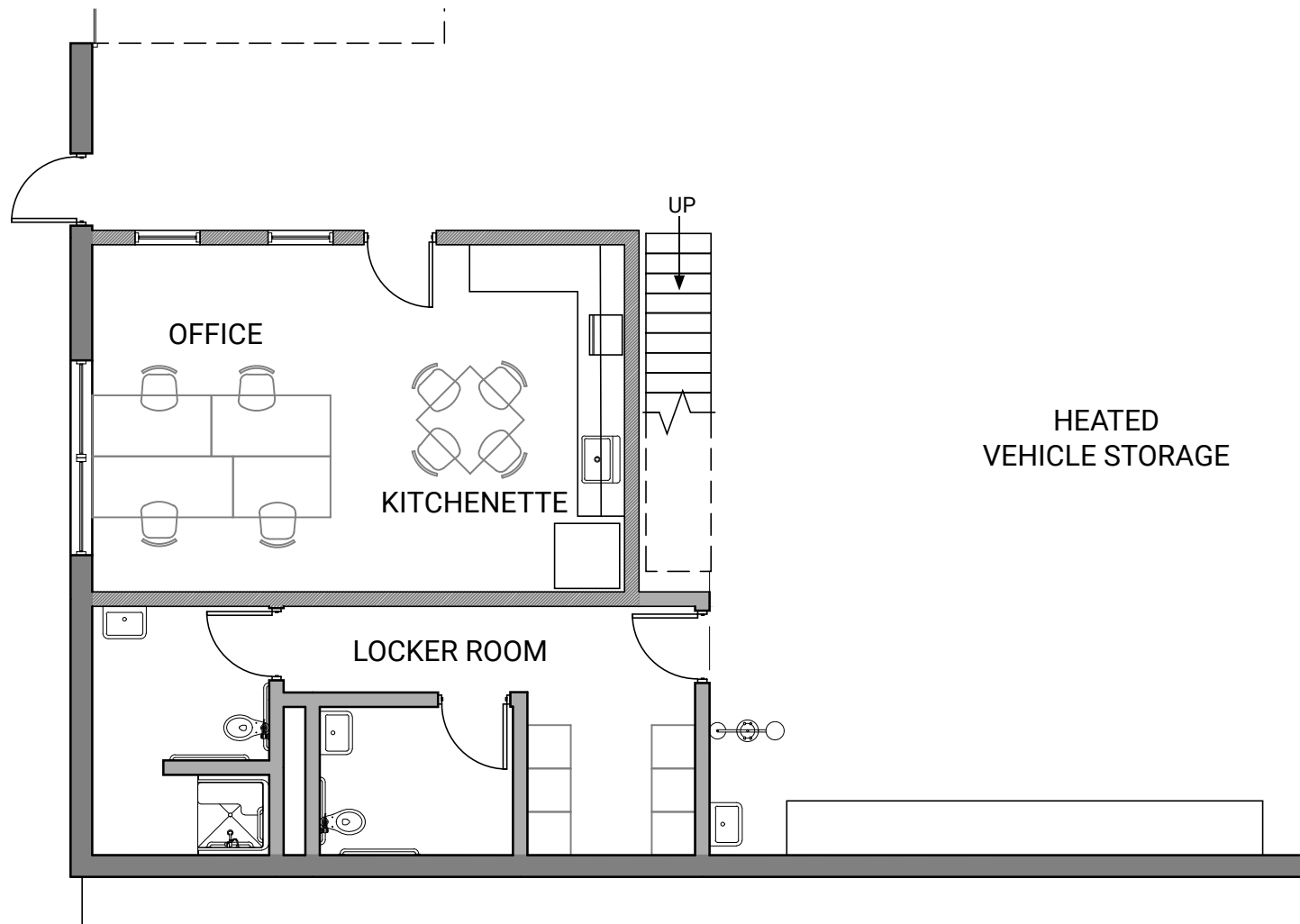


OSSEO FACILITIES - PUBLIC WORKS: SITE PLAN W/ ENCLOSED COLD STORAGE

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24

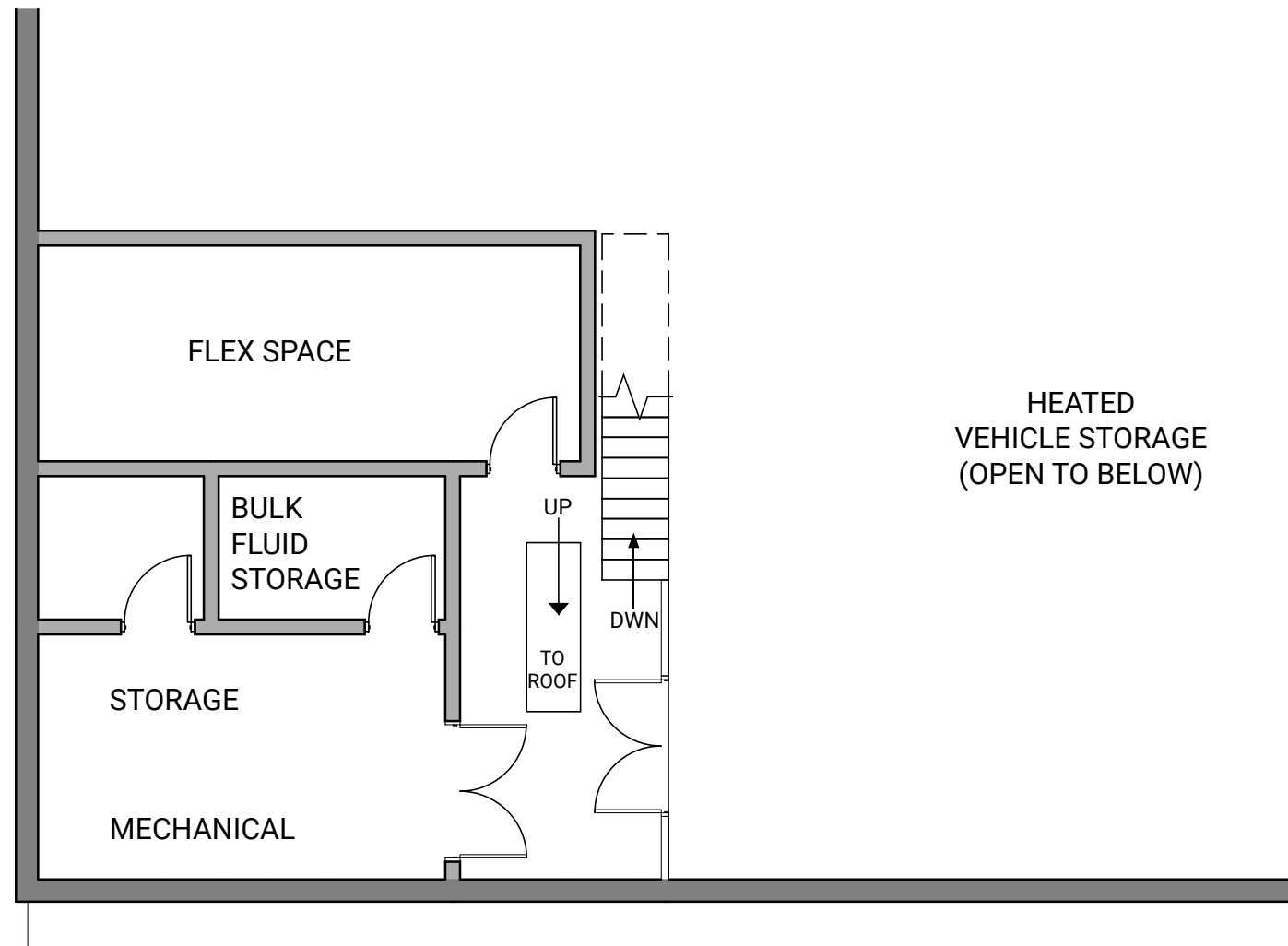




MAIN FLOOR - OFFICE AREA

- Take down walls for parts and bulk fluids to expand office space
- Remodel bathrooms and paint room

PROGRAM	SHOWN
OFFICE	393 sf
LOCKERS - BATHROOMS	320 sf
TOTAL	713 sf

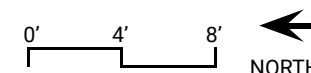


MEZZANINE ABOVE OFFICE AREA

- Relocate bulk fluids upstairs, install lube reels at maintenance bays
- Move paint and parts storage to former Lion's garage

PROGRAM	SHOWN
FLEX SPACE	237 sf
MECHANICAL/STORAGE	202 sf
BULK FLUID STORAGE	66 sf
CLOSED STORAGE	48 sf
TOTAL	553 sf

Cost Estimate: \$451,020



OSSEO FACILITIES - PUBLIC WORKS: ENLARGED OFFICE PLANS

MUNICIPAL CAMPUS INITIAL STUDY PACKET



1/24/24

Sipe Park Plan and Cost

The building on the northwest corner of the park is underutilized. Most of the space is used by the Lion’s Club for storage. Public works stores some field maintenance equipment and materials there. The building itself is showing signs of water infiltration - cracking stucco and peeling paint on the inside and outside of the building. The best course of action would be to remove the metal lathe and stucco to expose the concrete block underneath and install new cladding over the block.

A better used of this corner of Sipe Park might be a building designed specifically for storage of park maintenance supplies and Lion’s Club materials. Storage rooms with overhead doors could allow for storage of large equipment, such as a lawn mower or field drag. This could be an opportunity to move the Lion’s Club out of the Public Works building. Replacing the existing building with a 30’ x 50’ wood framed garage should accommodate all the storage needs for both users.

Needed Park Upgrades:

- Resurfacing the basketball and tennis courts. The exiting play surfaces have significant cracking and are beyond their usable life.
- Adding painting for pickle courts in addition to the tennis court painting.
- Replacing the playground equipment with a system designed for accessibility and ADA compliance.



Osseo - Sipes Park

1/19/2024
1,500.00 SF

Division	Description	Dollar Value	SF	Cost/SF	Division Total
01000	DIVISION 1 - GENERAL CONDITIONS				\$27,553.75
02000	DIVISION 2 - SITEWORK				\$27,700.00
03000	DIVISION 3/4 - CONCRETE/ MASONRY				\$33,400.00
05000	DIVISION 5 - METALS				\$0.00
06000	DIVISION 6 - WOODS & PLASTICS				\$39,450.00
07000	DIVISION 7 - THERMAL & MOISTURE PR				\$26,560.00
08000	DIVISION 8 - DOORS & WINDOWS				\$20,000.00
09000	DIVISION 9 - FINISHES				\$0.00
10000	DIVISION 10 - SPECIALTIES				\$0.00
11000	DIVISION 11 - EQUIPMENT				\$0.00
12000	DIVISION 12 - FURNISHINGS				\$0.00
13000	DIVISION 13 - SPECIAL CONSTRUCTION				\$0.00
14000	DIVISION 14 - CONVEYING SYSTEMS				\$0.00
15000	DIVISION 15 - MECHANICAL				\$0.00
16000	DIVISION 16 - ELECTRICAL				\$5,000.00

ESTIMATE TOTALS

Subtotal		\$179,663.75		
Special Inspection Allowance	\$	-		
Winter Conditions Allowance	\$	-		
Public Utility Allowance	\$	-		
Builders Risk Insurance	\$	-		
Building Permit	\$	-		
Overhead and Profit	\$	8,983.19	5%	
TOTAL		\$188,646.94	1,500.00	\$ 125.76

*New Building Only.

**Remove / Reinstall EIFS on existin building: \$40,000.00



OSSEO FACILITIES - SIPE PARK PLAN + COST

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



7TH AVE SE

SINGLE FAMILY RESIDENTIAL

SITE CHANGES

SINGLE FAMILY RESIDENTIAL

2ND ST SE

SIPE PARK

SHELTER

PLAYGROUND

PARK BUILDING

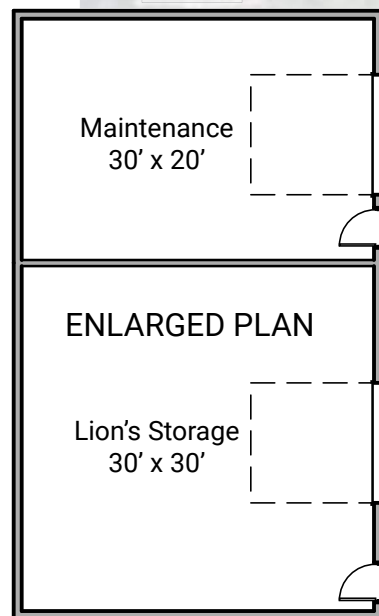
6TH AVE SE

SINGLE FAMILY RESIDENTIAL

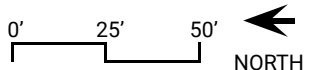
- PLAYGROUND:**
- Replace equipment
 - Replace base material
 - ADA compliant design

- COURTS:**
- Resurface pavement
 - Replace nets + stripe for pickleball

- EXISTING PARK BUILDING:**
- Remove stucco and residue



Option 1:
- New 30' x 50' wood framed park building



OSSEO FACILITIES - SIPE PARK: SITE PLAN

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Space Needs Program

The space needs program was developed by combining the facility assessment conversations, the information gathered by touring other facilities, and best practices. This program was reviewed with city staff. The space program created for the City Government Offices building is more than twice the size of the current facility.

Each building has listed programs that need to be planned for when estimating overall space needs. The table indicates the proposed floor level, proposed square footage, rough dimensional size, and quantity of each program listed. The total column calculates the total square footage needed per program and calculates the projected building size. The far right column shows a comparison of the existing square footage for each program (if applicable) currently found in each building.



City of Osseo City Hall Study

Space Needs - New Facility

CITY HALL	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG	
Building Entry / Vestibule	64	8' x 8'	1	S	64	25	
Secure Foyer / Transaction Counter	224	14' x 16'	1	S	224	100	
Reception / Admin. Work Station	250	12'6 x 20'	1	S	250	180	
City Administrator Office	252	14' x 18'	1	S	252	230	
Finance Office	252	14' x 18'	1	S	252	195	
City Clerk Office	120	10' x 12'	1	S	120	-	
Specialist / Technician Workspace - Office	64	8' x 8'	1	S	64	-	
Workstations / Open Office	36	6'x6' / 4 (FTE + 1/2PTE)	2	S	72	350	
Small Conference Room	120	12' x 10'	1	S	120	-	
Standard Conference Room	308	14' x 22'	1	S	308	180	
Resource/Document and Collaboration Work Area	150	10' x 15'	1	S	150	48	
Non-Gender Single Occupant Restroom	72	8' x 9'	2	S	144	-	
Breakroom	201	35 sf x Staff #	1	S	201	170	
Elections Storage	196	14' x 14'	1	M	196	-	
General Storage / Supply Closets	100	10' x 10'	2	S	200	210	
City Vault	196	14' x 14'	1	B	196	489	
City Records	196	14' x 14'	1	S	196	-	
				BASEMENT	B	196	
				MAIN FLOOR	M	196	
				SECOND FLOOR	S	2,617	
CITY HALL SPACES SUBTOTAL					3,009	2,177	

NOTES
Shared with part time staff member
2 workstations
With public access for plan review or other small meetings
Dedicated for City Hall use
For Staff only

WITH CIRCULATION INCREASE: 264.6
 WITH CIRCULATION INCREASE: 264.6
 WITH CIRCULATION INCREASE: 3664.15
 4,213



City of Osseo City Hall Study

Space Needs - New Facility

FIRE DEPARTMENT	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG
Building Entry / Vestibule	64	8' x 8'	1	M	64	25
Secure Foyer / Transaction Counter	168	12' x 14'	1	S	168	-
Reception / Admin. Work Station	250	12'6 x 20'	1	S	250	-
Fire Chief Office	192	12' x 16'	1	S	192	-
Workstations / Open Office	171	6'x6' (FTE + PTE)/4	1	S	171	190
Resource/Document and Collaboration Work Area	150	10' x 15'	1	S	150	-
Breakroom / Dayroom / Kitchenette	443	35 sf x Staff #	1	S	443	-
Men's Restroom and Locker	733	Varies	1	S	733	-
Women's Restroom and Locker	513	Varies	1	S	513	-
Laundry Room	144	12' x 12'	1	S	144	-
Wellness Room / Dorm / Small Conference	120	12' x 10'	1	S	120	-
General Storage / Supply Closets	100	10' x 10'	1	S	100	33
Workshop	196	14' x 14'	1	M	196	33
Decontamination	96	8' x 12'	1	M	96	55
Apparatus Bay	4,813	80' x 18' per bay	1	M	4,813	2,400
Hose Drying / Training Tower	144	12' x 12'	1	M	144	30
SCBA Service	144	12' x 12'	1	M	144	55
Turnout Gear	300	15' x 20'	1	M	300	175
Training Storage	144	12' x 12'	1	M	144	-
				BASEMENT	B	-
				MAIN FLOOR	M	5,901
				SECOND FLOOR	S	2,984
FIRE DEPARTMENT SPACES SUBTOTAL					8,885	2,996

NOTES
Workstation space for staff usage
Flexible space to meet possible future staffing change
Personal lockers
Personal lockers
Flexible space to meet possible future staffing change
6 double stacked pull through stalls
Tower with roof access for basic training and hose drying
Gear lockers

WITH CIRCULATION INCREASE: 0
 WITH CIRCULATION INCREASE: 7966.0125
 WITH CIRCULATION INCREASE: 4177.25
 12,438



OSSEO FACILITIES - SPACE NEEDS: FIRE DEPT.

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



City of Osseo City Hall Study

Space Needs - New Facility

POLICE DEPARTMENT	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG	NOTES
Building Entry / Vestibule	64	8' x 8'	1	M	64	25	
Secure Foyer / Transaction Counter	168	12' x 14'	1	M	168	84	
Reception / Admin. Work Station	250	12'6 x 20'	1	M	250	226	
Chief Office	192	12' x 16'	1	M	192	165	
Lieutenant Office	162	12' x 14'	1	M	162	165	
Detective Office	120	10' x 12'	1	M	120	-	
Supervisor Office	120	10' x 12'	1	M	120	-	
Duty Officers Workstations	787	6' x 6' each	1	M	787	229	Cubicles for duty officers - 22 units
Small Conference Room	120	12' x 10'	1	M	120	-	Dedicated PD Use
Roll Call Room	240	12' x 20'	1	M	240	390	
Resource/Document and Collaboration Work Area	150	10' x 15'	1	M	150	-	Adjacent to admin work area and duty officer workstations
Non-Gender Single Occupant Restroom	72	8' x 9'	1	M	72	-	In addition to locker room restrooms, more public facing
Breakroom	765	35 sf x Staff #	1	S	765	45	
Men's Restroom and Locker	650	Varies	1	M	650	416	
Women's Restroom and Locker	468	Varies	1	M	468	260	
Laundry Room	168	12' x 14'	1	B	168	-	
Wellness Room	64	8' x 8' (1 per 24 staff)	1	M	64	-	Flexroom for Mothers, phone calls, quiet space



OSSEO FACILITIES - SPACE NEEDS: POLICE DEPT.

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



City of Osseo City Hall Study		Space Needs - New Facility				
Duty Bag Storage	144	12' x 12'	1	B	144	35
IT Room	120	10' x 12'	1	B	120	-
General Storage / Supply Closets	100	10' x 10'	2	B	200	-
Janitorial	99	11' x 9'	1	M	99	-
Booking	192	12'x16'	1	M	192	187
Interview Room	81	9' x 9'	1	M	81	80
Soft Interview Room	108	9' x 12'	1	M	108	
Vehicle Storage	4,650	TBD	1	B	4,650	1,052
Evidence Processing	120	10' x 12'	1	B	120	-
Evidence Storage	330	15' x 22'	1	B	330	307
Sally Port	800	20' x 40'	1	M	800	-
Large Evidence Storage	800	20' x 40'	1	B	800	-
Armory	168	12' x 14'	1	B	168	35
Hazardous Evidence / Evidence Vault	144	12' x 12'	1	B	144	-
Riot Gear Storage	100	10' x 10'	1	B	100	-
Communications Storage / Shop	144	12' x 12'	1	B	144	
Bicycle Storage	96	8' x 12'	1	B	96	-
POLICE DEPARTMENT			FLR	TOTAL	EXG	
		BASEMENT	B	7,184		
		MAIN FLOOR	M	4,907		
		SECOND FLOOR	S	765		
POLICE DEPARTMENT SPACES SUBTOTAL					12,856	3,701

Adjacent to Vehicle Storage
Dedicated PD
Secure squad car parking
Directly accessible from the street - 2 vehicles
Adjacent to Vehicle Storage
Within evidence storage
Adjacent to Vehicle Storage
Adjacent to Vehicle Storage
Adjacent to Vehicle Storage

WITH CIRCULATION INCREASE: 9698.4
WITH CIRCULATION INCREASE: 6624.45
WITH CIRCULATION INCREASE: 1070.65
17,998



OSSEO FACILITIES - SPACE NEEDS: POLICE DEPT. (CONT.)

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



City of Osseo City Hall Study	Space Needs - New Facility
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LIBRARY	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG
Stacks	1,200	30' x 40'	1	M	1,200	1,180
Office and Storage	162	12' x 14'	1	M	162	120
LIBRARY SPACES SUBTOTAL					1,362	1,300

NOTES

WITH CIRCULATION INCREASE: 1838.7

COMMUNITY CENTER	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG
Kitchenette	384	16' x 24'	1	M	384	300
Meeting Room (Divisible)	3,000	40' x 75'	1	M	3,000	2,400
General Storage / Supply Closets	100	10' x 10'	4	M	400	253
COMMUNITY CENTER SUBTOTAL					3,784	2,953

NOTES

WITH CIRCULATION INCREASE: 5108.4



OSSEO FACILITIES - SPACE NEEDS: LIBRARY AND COMMUNITY CENTER

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



City of Osseo City Hall Study

Space Needs - New Facility

FACILITY / JOINT SPACE	SQ.FT.	SIZE (rough dim)	COUNT	FLR	TOTAL	EXG
Building Entry / Vestibule	64	8' x 8'	1	M	64	102
Standard Conference Room	240	12' x 20'	1	S	240	-
Large Conference Room / Training Room	960	30' x 32'	1	S	960	737
PD and FD Training Storage	144	12' x 12'	2	S	288	-
Wellness Room	64	8' x 8' (1 per 24 staff)	1	S	64	-
Fitness Room	432	18' x 24'	1	S	432	-
IT Room	120	10' x 12'	1	S	120	-
Janitorial	99	11' x 9'	3	M	297	23
Council Chambers / Emergency Operations Center	1,400	40' x 35'	1	M	1,400	1,435
Council Chambers Tech Room	192	12' x 16'	1	M	192	100
Council Chambers Secure Exit	64	8' x 8'	1	M	64	-
Non-Gender Single Occupant Restroom	72	8' x 9'	4	M	288	560
Elevator and Elevator Room	150	10' x 15'	1	M	150	150
				BASEMENT	B	-
				MAIN FLOOR	M	2,455
				SECOND FLOOR	S	2,104
FACILITY / JOINT SPACES SUBTOTAL					4,559	3,107

NOTES
Shared usage for Police, Fire, Council
Shared with Police and Fire for classroom and physical training
Room each for storage of mats, dummies, tables, and other gear
Shared usage
City Staff only
City Hall and Fire
One each floor
Stacked space for each floor

WITH CIRCULATION INCREASE: 0
 WITH CIRCULATION INCREASE: 3314.25
 WITH CIRCULATION INCREASE: 2945.6

6,383



OSSEO FACILITIES - SPACE NEEDS: FACILITY

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



City of Osseo City Hall Study	Space Needs - New Facility
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BUILDING PROGRAM TOTALS					TOTAL	EXG
SUB-TOTAL PROGRAM SPACES					34,455	16,234
Basement Program					7,380	
Circulation and Structure Allowance	2,583	35% of Supported Area	1		2,583	
Basement Sub-Total					9,963	
Main Floor Program					18,605	
Circulation and Structure Allowance	6,512	35% of Supported Area	1		6,512	
Main Floor Sub-Total					25,116	
Second Floor Program					8,470	
Circulation and Structure Allowance	3,388	40% of Supported Area	1		3,388	
Second Floor Sub-Total					11,858	
Mechanical and Electrical Room	5,168	15% of Supported Area	1		5,168	
TOTAL					52,105	22,938

City of Osseo City Hall Study

Space Needs - New Facility

SITE PROGRAM REQUIREMENTS				NEW	EXG
Staff Parking and Drive Aisle	301.5	9' x 20'	30	9,045	16,275
Fire Department Response Parking	301.5	9' x 20'	8	2,412	
Community Center Parking	301.5	9' x 20'	16	4,824	
ADA Space plus Aisle	324	9' x 20' +8' Aisle	2	648	1,224
Total Parking Stalls			56		58
Trash Area	216	12'x18' (can vary)	1	216	-
Underground Parking Access - Police	1,920	TBD	1	1,920	-
Apparatus Bay Access	3,240	Per Side	2	6,480	-
					-
SITE PROGRAM TOTAL				25,545	17,499

NOTES
City Hall, Fire Chief, and Police Personal Vehicle Parking. 22 stalls if assume half Police staff park here
Stalls off of apparatus bay access drive for quick response
12 + (1 per 250 sf over 2,000 sf)
1 each staff and community center lots
How many stalls are really needed?
Pull through bays need 2, back in bays need 1

SITE AREA TOTALS				NEW	EXG
<i>MAIN FLOOR</i>				25,116	16,158
<i>CIRCULATION AROUND BUILDING</i>		7.5% of subtotal		3,908	3,575
<i>SITE PROGRAM REQUIREMENTS</i>				25,545	17,499
<i>CIRCULATION AROUND SITE PROGRAM</i>		15% of subtotal		3,832	3,000
PROGRAM TOTALS - Site and Main Floor				58,401	40,232
Elm Preservation				6,600	-
Stormwater Management - Below Grade		25% of subtotal		14,600	-
GRAND TOTAL SITE AREA NEEDED				65,001	40,232
Boerboom Park		1.58 acres		68,700	55,625

NOTES
Miscellaneous paving for walks and plazas
Miscellaneous paving for walks and plazas
Culturally significant tree on SE corner of lot
B3 requirement to keep stormwater on site, may get variance



OSSEO FACILITIES - SPACE NEEDS: SITE REQUIREMENTS

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24





WSB Project: **Boerboom Veteran's Memorial Park**
 Project Location: **Osseo, MN**
 WSB Project No: **03429-080**
 Date: **4/7/2023**
 Prepared by: **JF**

Boerboom Park Plan + Cost from WSB

This is a previous city study for improvements to Boerboom Park completed by WSB Engineers in April of 2023. This plan and estimate are included for reference.

DRAFT COST ESTIMATE						
No.	Description	Qty.	Unit	Est. Unit Price	Est. Subtotal	Total Est. Cost
Section 1 - General Items and Site Work						
	Mobilization (5%)	1	LS	\$84,834.75	\$84,835	
	Construction staking	1	LS	\$5,000.00	\$5,000	
	Clearing, grubbing, and earthwork	1	LS	\$30,000.00	\$30,000	
	Remove pavement and 5th St. curb	1	LS	\$10,000.00	\$10,000	
	Storm sewer system modifications	1	LS	\$7,500.00	\$7,500	
					Section 1 Total	\$137,335
Section 2 - Walls and Pavements						
	Concrete flush curb - 5th St.	300	LF	\$35.00	\$10,500	
	Retaining Walls	500	FSF	\$100.00	\$50,000	
	Raised planters	2	EA	\$10,000.00	\$20,000	
	Concrete pavement - 4" depth	12,325	SF	\$12.00	\$147,900	
	Concrete stairs with handrail	2	EA	\$12,000.00	\$24,000	
	Interlocking concrete pavers	7,950	SF	\$30.00	\$238,500	
					Section 2 Total	\$490,900
Section 3 - Restroom Building						
	Prefab Dual Unisex Restroom Building	1	LS	\$135,000.00	\$135,000	
	Water, sanitary and electrical utilities	1	LS	\$12,000.00	\$12,000	
	Drinking Fountain	1	EA	\$5,000.00	\$5,000	
					Section 3 Total	\$152,000
Section 4 - Performance Stage						
	Raised concrete stage with ADA access	1	LS	\$25,000.00	\$25,000	
	Stage canopy relocation, upgrades (screen, sound, lights, paint)	1	LS	\$35,000.00	\$35,000	
					Section 4 Total	\$60,000
Section 5 - Play Area						
	Play equipment - budget	1	LS	\$150,000.00	\$150,000	
	Play area container curbing	250	LF	\$35.00	\$8,750	
	Poured-in-place rubber playground surface	2,500	SF	\$50.00	\$125,000	
	Engineered wood fiber playground surface	1,375	SF	\$5.00	\$6,875	
					Section 5 Total	\$290,625
Section 6 - Dog Run						
	Dog run metal fencing and gates	425	LF	\$90.00	\$38,250	
	Dog run mulch surfacing	350	CY	\$90.00	\$31,500	
	Dog water fountain	1	EA	\$3,500.00	\$3,500	
					Section 6 Total	\$73,250
Section 7 - Landscaping						
	Sodding	3,000	SY	\$10.00	\$30,000	
	Native seed mix for restoration areas	0.41	AC	\$12,000.00	\$4,920	
	Amended soils for restoration areas	500	CY	\$65.00	\$32,500	
	Tree and shrub plantings	1	LS	\$75,000.00	\$75,000	
	Irrigation System	1	LS	\$35,000.00	\$35,000	
					Section 7 Total	\$177,420
Section 8 - Misc. Site Amenities						
	24' Diameter recirculating fountain	1	EA	\$125,000.00	\$125,000	
	30' Hexagonal shelter with concrete pavement	1	EA	\$135,000.00	\$135,000	
	Site furnishings (benches, trash, bike racks on conc. pads)	1	LS	\$50,000.00	\$50,000	
	Relocate existing memorial benches, park sign	1	LS	\$10,000.00	\$10,000	
	Crossing Signal - Central and 5th	1	LS	\$30,000.00	\$30,000	
	Site Lighting / Power	1	LS	\$50,000.00	\$50,000	
					Section 8 Total	\$400,000
					Estimated Subtotal:	\$1,781,530
					Contingency (20%):	\$356,306
					Total Estimated Construction Cost:	\$2,137,836

Units Key: LS = Lump Sum, SF = Square Feet, SY = Square Yard, EA = Each, LF = Lineal Feet, FSF = Facial Square Feet, CY = Cubic
 *Estimate excludes removal of existing residential structures, utilities and pavements.



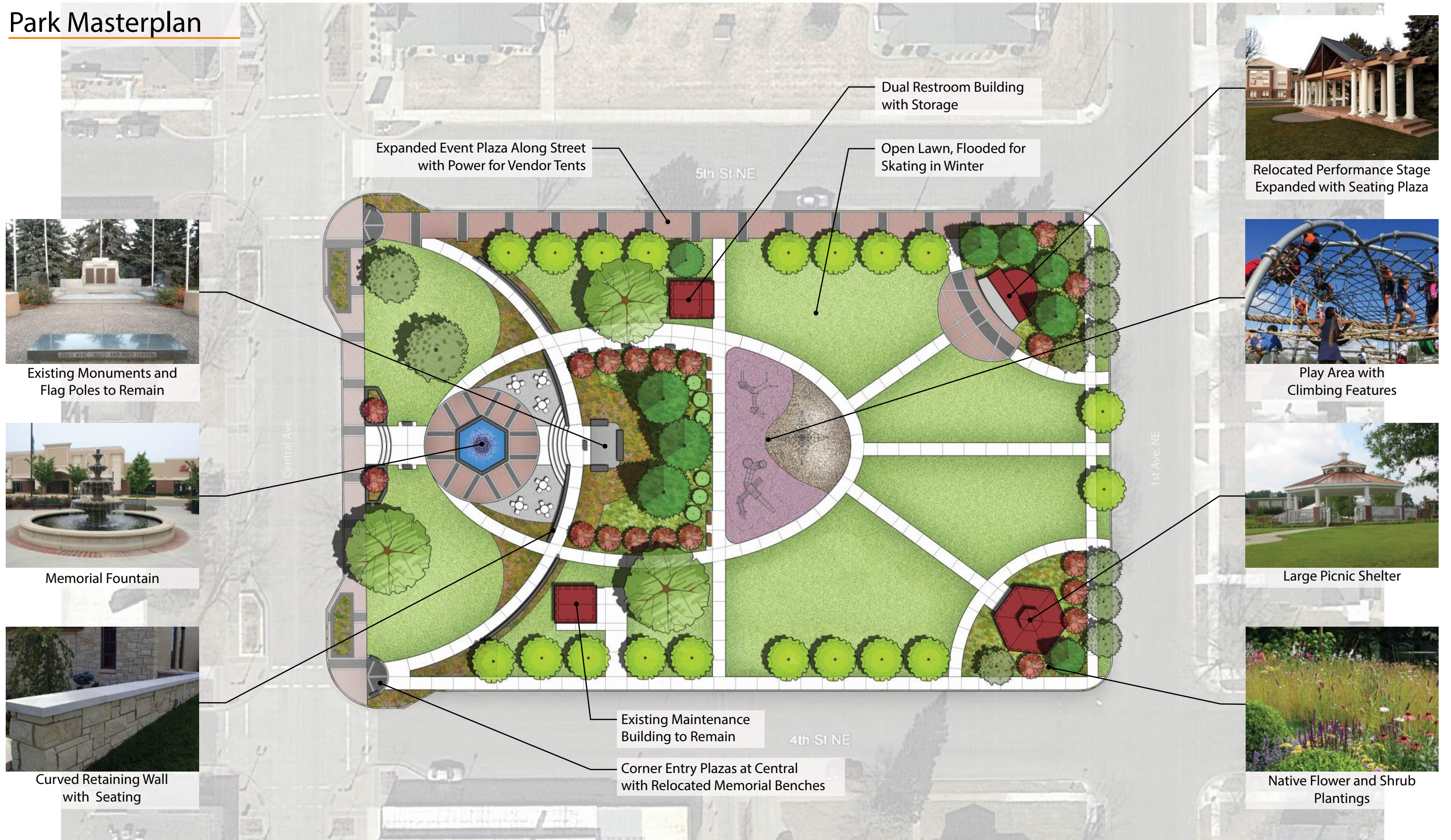
OSSEO FACILITIES - BOERBOOM PARK PLANS - WSB

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24



Park Masterplan



OSSEO FACILITIES - BOERBOOM PARK PLANS - WSB

MUNICIPAL CAMPUS INITIAL STUDY PACKET

1/24/24

