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Mission

Scope of Work

- * To review, analyze and determine current and future space needs for all 8 Existing Municipal Buildings.
- Step 1:** Space Needs Study of current and projected needs for each of the existing municipal buildings.
- Step 2:** Existing Facilities Assessment (condition of existing buildings; suitable for continued use and possible expansion).
- Step 3:** Stay or Go (conceptual design solution for either Renovation & Addition or New Construction replacement of an existing municipal building).

Methodology - Step 1

- * Analyze current operations through departmental meetings and interviews.
- * Project future operational opportunities.
- * Explore current deficiencies and determine projected growth needs.
- * Discuss potential future operational models.
- * Develop and refine a basic program of spaces required for functionality.
- * Develop a final Space Needs Study analysis.



Population - History & Projections

1970	897
1980	1,184
1990	2,479
2000	4,910
2010	7,218
2014	7,359
2016	7,466
2017	7,663
2020	8,118
2030	8,788
2040	9,632
2050	10,680
2060	11,800

Note: A Population Growth Rate of 54% is projected from 2017 to 2060 by the US Census Bureau.

Process


Staff Involvement

- * City Administrator
- * Public Works Director
- * Police Chief
- * Fire Chief
- * Liquor Store Manager

Guiding Strategies and Implementation

- * Any new construction or renovation of an existing building is to meet projected city growth for the next 30 - 40 years.
- * Any new facility construction is to be located in a logical and convenient location to best serve the community and the departments within.
- * The facility, by design and appearance, displays a functional, professional, and long - lasting public image.
- * The facility and site layout is designed for safe and friendly Public interaction that is easily accessible.
- * The building is built to be energy efficient and ecologically responsible.
- * The building is designed to provide a healthy and safe interior environment for both the staff and visitors.
- * Natural day-lighting of interior spaces for energy efficiency .
- * Any new facility is to be designed & constructed of durable, long-lasting materials.



		<div>CITY OF ST. FRANCIS, MN</div> <div>Space Needs Study & Existing Facilities Assessments</div>				STEP 1:	
						SPACE NEEDS STUDY	
	Bottle Shop / Liquor Store						
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.		
Entry Vestibule	weather protected entry	walk-off floor matts	7' x 14'	98.0	98.0		
Retail - North End	Display of products for sale.	shelving	72' x 22'	1,506.0	1506.0		
Retail - South End	Display of products for sale.	shelving	24' x 26'	604.0	604.0		
Sales / Transaction	Transaction counter for sales.	adequate	10' x 15' (12' x 18')	150.0	216.0		
Office	Office manger's office	adequate	10' x 11'	110.0	110.0		
Cooler - Wine	Cooler for wine products for sale.	adequate	12' x 20'	240.0	240.0		
Large Cooler	Cooler for beer and other products for sale.	adequate	22' x 32'	704.0	704.0		
Receiving	circulation space to receive product into bldg.		11' x 11'	121.0	121.0		
Work Area	circulation space / work counter		11' x 18'	178.0	200.0		
Utility Room	janitor's closet for storage of cleanup equipment.	mop closet for clean-ups	5' x 7'	35.0	35.0		
Mechanical Room	Mechanical equip. / furnace, etc.	also functions as product storage	6' x 20'	120.0	240.0		
Men's Restroom	public and staff toilet facility HC accessible	adequate - replace HC grab bars (also used for storage- code violation)	8' x 11'-6"	92.0	92.0		
Women's Restroom	public and staff toilet facility HC accessible	adequate - replace HC grab bars (also used for storage- code violation)	8' x 11'-6"	92.0	92.0		
Exit Hallway	emergency exit for patrons	adequate to meet code (also used for storage- code violation)	7' x 18'				
Storage	storage of liquor store products for sale	Currently part of Mech. Rm. Not adequa Also product stored in Restrooms.	6' x 20' (40' x 20')	120.0	800.0		
Bottle Shop	Total Dept. Net Sq. Footage		4,072.0		5,058.0		
	Existing Total Dept. Gross Sq. Footage (multiplier of 12.5%)		1.126	4,585.1			
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 13%)		1.13	5,715.5			

CITY OF ST. FRANCIS, MN

Space Needs Study & Existing Facilities Assessments

STEP 1:

SPACE NEEDS STUDY

Bottle Shop

PROBABLE COSTS - Storage Addition to Existing Bottle Shop

Hard Costs - Construction dollars

* Storage Room Addition (24' x 28')	672 GSF x \$150 / sq.ft. =	\$	100,800
* Interior Alterations at Receiving / New Storage Addition	180 NSF x \$ 50 / sq.ft. =	\$	9,000
* Refer to Step 2 - Facility Assessments for further aesthetic recommendations both interior and exterior.			

Construction Cost: \$ 109,800


Project Soft Costs - Owner's Obligations

* Site Topographic Survey (ALTA Survey)		\$	8,000
* Soil Borings / Geotechnical Report		\$	6,000
* City Fees / Legal Fees		\$	4,500
* Building Permits / Plan Review Fees	TBD	\$	905
* FFE (Furniture, Fixtures, Equipment) procurement		\$	-
* Signage Package - Interior		\$	-
* IT / Technology - Phones, Data Network, Installation costs	TBD	\$	-
* A/E Design Fees	TBD	\$	29,000
* Printing - Reimbursables	TBD	\$	3,500
* Construction Contingency at 10%	0.10	\$	10,980

Soft Costs Total : \$ 62,885

*** Does NOT Include Land Purchase Costs*

OVERALL PROJECT BUDGET \$ 172,685

		<div>CITY OF ST. FRANCIS, MN</div> <div>Space Needs Study & Existing Facilities Assessments</div>			<div>STEP 1:</div> <div>SPACE NEEDS STUDY</div>	
	Fire Station					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.	
Entry Vestibule	Weather protected entry	walk-off floor matts, unit heater Call-button / telephone intercom	7' x 8' (10' x 10')	56.0	100.0	
Lobby - Public	Public space, waiting area.	waiting chairs, end table, book rack	8' x 8' (16' x 18')	64.0	270.0	
Public Restrooms	Toilet facilities for visiting / waiting public	Single use - unisex restroom with full HC accessibility, directly off Lobby.	(7'-4" x 8')	-	58.6	
Conference Room Lobby	Meeting room for 4 - 6 people directly off the public lobby	conference table, chairs	(12' x 14')	-	168.0	
Fire Chief Office	Private office for Fire Chief	Office furniture, small mtg. table, etc.	15' x 10'-8" (14' x 16')	160.0	224.0	
Captain's Office (Officer's Office Area)	Office area for Fire Officers space for 6 officers	Open office cubicles @ 8' x 8' and related office furniture	12' x 13' (32' x 32')	156.0	1,024.0	
File / Copy Room	Filing of Fire Records, copy & office supplies.	Vertical file cabinets, counter with base cabinets, copy fax machine	(12' x 16')	-	192.0	
Turn-Out Gear Storage Room	Fire Fighter's clothing , boots, helmets storage.	Shelving (Turn-out Gear is Typically adjacent to Apparatus Bay for quick access to trucks)	5'-4" x 12' (24' x 12')	64.0	288.0	
Office Storage Closet	Office supplies	shelving, countertop with upper & lower cabinets	6' x 6' (8' x 14')	36.0	112.0	
Men's Toilet (staff)	Office area restrooms for fire staff currently single use only.	Should be minimum of 2 waterclosets and 2 sinks. HC accessible.	5'-4" x 7'-4" (8' x 12')	39.0	96.0	
Women's Toilet (staff)	Office area restrooms for fire staff currently single use only.	Should be minimum of 2 waterclosets and 2 sinks. HC accessible.	5'-4" x 7'-4" (8' x 12')	39.0	96.0	
Mechanical Room	HVAC Bldg. systems; pumps, boilers, controls, etc.	typically adjacent to exterior walls	6' x 6' (12' x 16')	36.0	192.0	
Electrical Equipment Room	Bldg. electrical power entrance and distribution	Elec. panel boards	(10' x 12')	0.0	120.0	
Dayroom	Fire Fighters lounge, response waiting area.	easy-chairs, sofa, TV, WIFI (usually with kitchen & dinning area)	10'-4" x 16'-8" (16' x 22')	171.0	352.0	
Kitchen and dining room	Food prep area and eating room	Counters, upper & lower cabinets, sink refrig, stove, microwave ovens, etc.	6' x 8' (16' x 24')	48.0	384.0	

Fire Station - continued					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Breakroom	Staff break room (currently EMT Lounge- waiting)	easy-chairs, sofa, TV, WIFI (usually in conjunction with kitchen, eat)	10' x 19'	190.0	0
Communications Rm.	Dispatch, respond center	workstations, seating for 4 - 6 staff continuous countertop at perimeter.	8'-8" x 10' (12' x 18')	86.6	216.0
Tool Room	Workroom for minor repairs of equip and trucks. Parts storage.	workbench, shelving, tools, parts bins, etc. (Mezzanine over tool, SCBA, Laundry)	11' x 11' (12' x 16')	121.0	192.0
SCBA Room	Self-Contained Breathing Apparatus. cleaning, store & repair of SCBA equip.	Stainless steel workcounter, dbl. sink, shelving	10' x 10' (12' x 15')	100.0	180.0
Laundry Room	To clean fire fighting clothing, gear. Extra heavy-duty equipment	Washers (2) and Dryers (2) for turn-out gear, cloths racks / hangers.	8' x 11' (12' x 14')	88.0	168.0
Fire Men Locker & Shower Rm.	Personal gear-clothing lockers. (lockers located on Mezzanine)	Lockers, benches, 2 showers with 1 HC accessible., with full men's toilet.	10' x 11'-4" (18' x 18')	113.0	324.0
Fire Women Locker & Shower Rm.	Personal gear-clothing lockers. (lockers located on Mezzanine)	Lockers, benches, 2 showers with 1 HC accessible, with full women's toilet	10' x 11'-4" (18' x 18')	113.0	324.0
Fitness Room	Exercise room for fire-fighters, during off hours. (currently located on the mezzanine with HVAC equip. & storage articles).	Exercise equipment, wall-mounted TV's' WIFI, cushioned flooring.	(18' x 20')	-	360.0
Training Room (meeting room)	training room for fire staff. (adjacent to kitchen & day room)	Podium, tables and chairs, full AV equip., TV monitors & WIFI.	17' x 27' (25' x 32')	459.0	800.0
Apparatus Bays 2 Exist Dbl deep & 2 Exist single deep Need 4 Dbl Deep bays	Fire Trucks parked in waiting for call. 2 Rigs; one in front of other. Room for 8 - 10 fire rigs of various length and size.	Turn-out Gear lockers located along both long side walls. Drop-down elec. Each new dbl. deep bay to be 18' x 80' 4 such bays with 14' x 14' OH Truck Doors	35' x 78'-8" 34' x 34'-8" (80' x 82')	2,753.0 1,178.0	6,560.0
EMT Vehicle Warm Garage	EMT Ambulance(s) typically 2. (14' x 14' OH garage doors)	adjacent to Fire Truck Bays. drop-down elec. cords to plugin vehilce.	18' x 38'	1,379.0	684.0
Mezzanine Storage	Storage area for seasonal equipment adjacent to Apparatus Bays.	currently used as Fire fitness workout area, with HVAC equip.	11' x 40' (16' x 66')	440.0 (1,056.0)	
Hose Storage Tower	Vertical drying & storage of fire-hoses. Air circulation. Min 36' clear vertically	Stair tower to top, hose hangers & lifting mechanism. Floor drains.	10' x 13'-4" (16' x 18')	133.0	288.0
Fire Station	Total Dept. Net Sq. Footage		6,967		13,773
	Existing Total Dept. Gross Sq. Footage (multiplier of 30%)		1.30	9,057	
	Recommended Total Dept. Gross Sq. Footage (multiplier of 35%)		1.35	18,593	

CITY OF ST. FRANCIS, MN

Space Needs Study & Existing Facilities Assessments

STEP 1:

SPACE NEEDS STUDY

Fire Station

PROBABLE COSTS - New Fire Station Replacement

Hard Costs - Construction dollars

		Net SF	Cost/SF	=
* Lobby /Public Spaces/Training Rm	1,886 GSF x \$195 / sq.ft.	1,886	195	\$ 367,770
* Office / Administration	4,074 GSF x \$175 / sq.ft.	4,074	175	\$ 712,950
* Apparatus Bays / Workroom Area:	12,633 GSF x \$110 / sq.ft.	12,633	110	\$ 1,389,630
Total Gross Sq. Ft.		18,593		

Construction Cost:

\$

2,470,350

Project Soft Costs - Owner's Obligations

* Site Topographic Survey (ALTA Survey)		\$	8,000
* Soil Borings / Geotechnical Report		\$	10,000
* City Fees		\$	6,000
* Building Permits / Plan Review Fees		\$	13,353
* SAC and WAC Fees	TBD	\$	11,500
* FFE (Furniture, Fixtures, Equipment) procurement		\$	85,000
* Signage Package - Interior		\$	8,500
* IT / Technology - Phones, Data Network, Security System Installation costs		\$	40,000
* A/E Design Fees (7%)	7% TBD	\$	172,925
* Printing - Reimbursables	TBD	\$	5,000
* Construction Contingency at 10%	0.10	\$	247,035

Soft Costs Total :

\$

607,313


**** Dose NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET

\$

3,077,662.50

Based on a single story building, with no internal stairs or elevators for public vertical circulation.

		<div>CITY OF ST. FRANCIS, MN</div> <div>Space Needs Study & Existing Facilities Assessments</div>			<div>STEP 1:</div> <div>SPACE NEEDS STUDY</div>	
	City Hall					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.	
City Administer Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	15' x 16' (14' x 20')	240.0	280.0	
Finance Director Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	12'-6" x 15' (12' x 14')	175.0	168.0	
City Clerk Office	private office / elections control	Desk, chair, files / credenza,	13'-8" x 15' (12' x 14')	205.0	168.0	
Community Development Director Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	13'-8" x 15' (12' x 14')	205.0	168.0	
Assist. Commun. Develop. Director Office	private office	Desk, chair, files / credenza, 2 guest chairs	11' x 12' cubicle (10' x 12")	132.0	120.0	
Building Official Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	11' x 12' cubicle (14' x 20')	132.0	280.0	
Deputy Clerk / Accounting Office	private office	Desk, chair, files / credenza,	8' x 7' (10' x 12')	56.0	120.0	
Office Assistant / Receptionist	open office area	Desk, chair, files / credenza,	7' x 12' cubicle (10' x 12')	84.0	120.0	
Building Inspector Office (future)	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	(12' x 14')		168.0	
Code Enforcement Officer Office (future)	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	(12' x 14')		168.0	
Admin. Assist. / Office Manager Office (future)	private office	Desk, chair, files / credenza,	(10' x 12')		120.0	
Lobby / Reception Area	Public transaction space with city staff with secured boundries	Transaction counter, with security doors separating city offices	30' x 8' (6' x 20')	240.0	120	
Public Waiting Area	waiting area for public use during adjacent to Recept. & public toilets.	waiting chairs, side / end tables	6' x 10' (18' x 20')	60.0	360	
Entry Vestibule	Weather protection entry	floor walk-off matts	(12' x 10')		120.0	
Public Restrooms Men	separate restroom facilities for public only	1 watercloset, 2 urinals, 2 sinks HC accessible	(16'-6" x 9'-6")		156.5	
Public Restrooms Women	separate restroom facilities for public use	3 waterclosets, 2 sinks HC accessible	(16'-6" x 9'-6")		156.5	

City Hall - continued					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Large Conference room	staff meeting room seating for 12 - 14 people	large conf. table, chairs, 2' wide counter with base storage cabinets.	21' x 20' (18' x 20')	420.0	360.0
Small Conference Room	smaller, separate meeting room for 4 - 6 people	conference table and 4 chairs	(12' x 14')		168.0
Staff Restrooms Men	separate toilet facilities for staff only	1 watercloset, 1 urinal, 2 sinks HC accessible	3 @ 50 sq.ft. (13'-6" x 9'-6")	150.0	128.5
Staff Restrooms Women	separate toilet facilities for staff only	2 waterclosets, 2 sinks HC accessible	3 single unisex restrooms (13'-6" x 9'-6")		128.5
Breakroom	staff breakroom / kitchenette	table, chairs, refrigerator, microwave, counter w/ base & upper cabinets & sink	9' x 12' (14' x 16')	98.0	224.0
Janitor's Closet	utility clean-up room	floor mopsink, shelving, mop holders	7' x 7' (6' x 8')	49.0	48.00
City Community Room	Community events, evening mtg's.	tables, chairs, counter with base cabinet storage, TV with WIFI connect	28'-10" x 36' (30' x 36')	940.0	1,080.0
Community Room Kitchen	food preparation / serving for events	range-oven, microwave, cabinets refrig, dble sink, dishwasher, counter	(9' x 14')		126.0
Community Rm. Storage room	storage of tables & chairs, scout troop equipment	double set of 3' doors. adjacent to public restrooms.	6'-10" x 7'-2" (8' x 12')	49.0	112.0
Records Storage	storage of current paper files records	shelving	7' x 7' (12' x 18')	49.0	216.0
Records Vault	secured / fire-protected storage area for current & past critical	fire rated room; ceiling, doors, walls	(10' x 14')		140.0
Council Chambers	monthly city council mtgs. and weekly work sessions.	Council Diaz, 15 staff & 5 council members 25 - 35 seating audience, full AV & WIFI	rent space (60' x 40')		2,400.0
Staff Work Room	copier, printer, fax, office supplies	30" wide work counter with base and upper wall cabinets	9' x 10' cubicle (8' x 14')	90.0	112.0
IT / Network Room	IT / Network entrance to bldg. and distribution point.	currently located within one of the furnace rooms	(8' x 12")		96.0
Electrical Room	Bldg. electrical power entrance and distribution point.	Elec. panel boards	(14' x 12")		168.0
Mechanical Room	Bldg. Mechanical systems space.	Pumps, boilers, condensing units, water heaters, etc.	7' x 7' (16' x 12")	49.0	192.0
City Hall	Total Dept. Net Sq. Footage		3,423.0		8,300.0
	Existing Total Dept. Gross Sq. Footage (multiplier of 31%)		1.31	4,484.1	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 45%)		1.45	12,035.0	

CITY OF ST. FRANCIS, MN

Space Needs Study & Existing Facilities Assessments

STEP 1:

SPACE NEEDS STUDY

City Hall

PROBABLE COSTS - New City Hall Replacement

Hard Costs - Construction dollars

		Net SF	Cost/sq.ft.	=
* Lobby / Reception/ Public Spaces	2,119 GSF x \$195 / sq.ft.	2,119	195	\$ 413,205
* Office / Admin / Confer. Rooms	7,516 GSF x \$175 / sq.ft.	7,516	175	\$ 1,315,300
* Council Chambers / Public Spaces	2,400 GSF x \$210 / sq.ft.	2,400	210	\$ 504,000
Total 12,035 Gross Sq. Ft.		12,035		

Construction Cost:

\$

2,232,505

Project Soft Costs - Owner's Obligations

* Site Topographic Survey (ALTA Survey)		\$	8,000
* Soil Borings / Geotechnical Report		\$	10,000
* City Fees		\$	6,000
* Building Permits / Plan Review Fees		\$	11,978
* SAC and WAC Fees	TBD	\$	11,500
* FFE (Furniture, Fixtures, Equipment) procurement		\$	45,000
* Signage Package - Interior		\$	8,000
* IT / Technology - Phones, Data Network, Security System Installation costs		\$	38,000
* A/E Design Fees (7%)	7%	TBD	\$ 156,275
* Printing - Reimbursables		TBD	\$ 5,500
* Construction Contingency at 10%	0.10	\$	223,251

Soft Costs Total :

\$

523,504


*** Dose NOT Include Land Purchase Costs*


OVERALL PROJECT BUDGET

\$

2,756,008.85

**** Based on a single story building, with no internal stairs or elevators for public circulation.*


		<u>CITY OF ST. FRANCIS, MN</u>				<u>STEP 1:</u>	
		Space Needs Study & Existing Facilities Assessments				SPACE NEEDS STUDY	
	4020 Building / PW						
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.		
Vehicle Storage Garage	Vehicle warm storage and miscellaneous equipment	floor drains, garage-door openers perimeter storage shelves	38' x 52'	1,976	1,976		
Office	Office area, files	Office furniture	13' x 17'	221	221		
Men's Toilet / Shower	Men's restroom & shower area	watercloset, shower, sink	6'-6" x 9'-9"	64	64		
Women's Toilet / Shower	Women's restroom & shower area.	watercloset, shower, sink	6'-3" x 9'-9"	61	61		
Mezzanine Storage Area	Storage of paper files, various city records files.	file cabinets	14' x 38'	532	532		
4020 Bldg. / PW	Total Existing Net Sq. Footage		2,854.0		2,854.0		
	Total Existing Gross Sq. Footage (68' x 40' + 15' x 40')		14%	3,320.0			
	No additional space recommended for this facility at this time, as continued Warm Storage Garage use.						

		<div>CITY OF ST. FRANCIS, MN</div> <div>Space Needs Study & Existing Facilities Assessments</div>			<div>STEP 1:</div> <div>SPACE NEEDS STUDY</div>	
	Waste Water Treatment Facility					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.	
Waste Water Treatment Facility	New or like New Facility	NO space issues identified or requested at this time.				
	WWTF and PW Garage space adequate for up to next 20 years, with possible addition of Police Garage for squad parking (alleviating space within PW warm vehicle garage).					
	WWTF - Pre-Treatment Building		Gross Sq. Ft.	Net Sq. Ft.		
			2,278	2,210		
	Operations Building & Warm Garage		12,093	11,068		
	WWTF - Tertiary Building		12,118	9,450		
	Pump Building Existing (Influent Lift Station)		1,440	1,288		
	Total Net Sq. Footage			24,016		
	Total Gross Sq. Footage		27,929			
No Additional Spaces, Functions or Problems Identified or Requested At This Time.						

	CITY OF ST. FRANCIS, MN Space Needs Study & Existing Facilities Assessments				
					STEP 1: SPACE NEEDS STUDY

Salt Shed					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Salt Shed { Existing - 2012 }	Road Salt Storage; for roads, streets and parking lots. Adequate.		44' x 64'	2,816.0	2,816.0
No Additional Spaces, Functions or Problems Identified or Requested At This Time.					

Trap Rock Shed					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Trap Rock Shed { Existing - 2012 }	Seal Coat Trap Rock Storage. { No issues } Adequate.	Other existing outside storage bins may be available when needed.	44' x 48'	2,112.0	2,112.0
No Additional Spaces, Functions or Problems Identified or Requested At This Time.					

		<div>CITY OF ST. FRANCIS, MN</div> <div>Space Needs Study & Existing Facilities Assessments</div>			<div>STEP 1:</div> <div>SPACE NEEDS STUDY</div>
	Police / Public Works Facility - Combined				
Room Name	Function	Equipment	Dimensions	Existing Gross Sq. Ft.	Recommended Gross Sq. Ft.
Police Department	New or Like New Facility	Only a few issues; larger police garage, add a fitness room. Designate an EOC location.			
Police Garage	Indoor parking of Squad Cars. Currently fits 6 squads tightly.	Needs to accomadte 12 - 14 Squad Cars	40' x 52'-8" + 26' x 26'-8"	2,800.0	
		Recommended size for 14 Squads. 4 with existing + 10 within an addition.	Police Garage Addition of; (56' x 65' + Exist. 2,106 sq.ft.)		6,331.0
Fitness Room	Exercise / workout room for Police staff.	Exercise equipment, TV, WIFI, intercom.	N/A (20' x 28')		560.0
Needs	Police may add 2 additional patrol officers with city growth and if call demand increases. <u>Need larger garage space</u> Addition of a Fitness Room; conversion of small garage space with addition of larger Police Garage.				
Public Works Dept.	New or Like New Facility	Only a few issues; Police currently park 4 - 5 squads with PW Garage. Will need a 2nd Maint. Bay within 5 - 10 y			
2nd Maintenance Bay	Full-time mechanic for vehicle maintenance.	Overhead crane, hoist-lift.	N/A (30' x 61')		1,830.0
7 Material Bins Exterior	Storage of PW materials; rock, aggregate, etc.	none, other than the 3 side-wall bunkers. Locate at south, adjacent to existing bins	32' x 72' by 7 times		16,128.0
Cold Vehicle Garage	Indoor storage of seasonal equip. Currently use new WWTF garage.	Could possibly utilize the 4020 Bldg. with upgrades once ISD moves out.			
Needs	PW and Vehicle Garage adequate for 15 - 20 years. May need a 2nd Maintenance Bay in 10 years with city growth. Need for additional outside material storage bins within next 5 years.				
Police / Public Works Combined Facility	Administration - Operational Headquarters	Offices / Shared Common Spaces	14,575 sq.ft.		
		PW Garage & Maintenance Bays	25,417 sq.ft.		
		Police Garage & Sally Port	3,476 sq.ft.		
		Total NET Sq. Footage	43,648 sq.ft.		
	Total GROSS Sq. Footage	47,520 sq.ft.			
Police	Police Needs	Net Square Footage	2,800.0		6,891.0
		Gross Square Footage	1.10	3,080.0	7,580.1
Public Works	Public Works Needs	Net Square Footage			17,958.0
		Gross Square Footage	1.05	-	18,855.9

CITY OF ST. FRANCIS, MN

Space Needs Study & Existing Facilities Assessments

STEP 1:

SPACE NEEDS STUDY

Police / Public Works Facility - Combined

PROBABLE COSTS - Police & Public Works Needs

Hard Costs - Construction dollars

		Net SF	Cost/SF	=
* Police Garage Addition	56' x 65' = 3,886 GSF x \$125 / sq.ft.	3,886	125	\$ 485,750
* Police Fitness Room	{ convert exist. garage space of 20' x 28' }	560	75	\$ 42,000
* PW Maintenance Bay	1,830 GSF x \$ 130 / sq.ft. =		\$ 237,900	
* PW Storage Bins	16,128 GSF x \$ 11 / sq.ft. =		\$ 177,400	

Construction Costs:

Police:	\$ 527,750
Public Works:	\$ 415,300

Project Soft Costs - Owner's Obligations

* Site Topographic Survey (ALTA Survey)	\$ 6,000
* Soil Borings / Geotechnical Report	\$ 8,000
* City Fees	\$ 3,500
* Building Permits / Plan Review Fees	\$ 3,500
* Vehicle Lift - PW Maintenance Bay { PW Dept. }	\$ 65,000
* FFE (Furniture, Fixtures, Equipment) procurement { Police Dept. }	\$ 10,500
* IT / Technology - Phones, Data Network, Security System Installation costs	\$ 8,000
* A/E Design Fees (8%)	TBD \$ 63,000
* Printing - Reimbursables	TBD \$ 3,000
* Construction Contingency @ 10%	0.10 \$ 94,300

Soft Costs Total : \$ 264,800

*** Dose NOT Include Purchase of Land*

OVERALL PROJECT BUDGET - Both Police & PW Combined \$ 1,207,850

Police Total Alone: \$590,750

Public Works Total Alone: \$580,500