



A **LEGENCE** Company

CITY OF OWATONNA, MN

Project Planning and Procurement Strategies

MCCFMA Quarterly Meeting
June 13, 2024



OWATONNA

What We'll Cover Today

- Brief Introduction of ICS
- Merrill Hall Project Summary and Procurement Strategy
- Owatonna's Facility Master Plan Setup and Process
- Construction Delivery Methods Used Today



OWATONNA



A **LEGENCE** Company



A **LEGENCE** Company

Since 2006, ICS has been positively impacting people through innovative facility solutions. We integrate expertise in facilities planning, funding, construction, and ongoing operations to be successful.

Our team helps clients plan, build, and operate buildings well.

A background image for the PLAN section showing hands placing yellow sticky notes on a glass surface.

PLAN

- Facilities Assessment
- Capital Improvement Planning
- Long-Range Planning
- Space Utilization and Programming
- Community Engagement
- Referendum Planning and Communications
- Physical Needs Analysis & Asset Plans
- Funding Analysis & Cost Estimating

A background image for the BUILD section showing a construction worker in a hard hat and safety vest looking up.

BUILD

- Program Management
- Construction Management as Agent
- Construction Management at Risk
- Owner's Representation
- Design-Build
- Performance Contracting
- Constructability Review
- Value Analysis and Engineering

A background image for the OPERATE section showing a person in a red shirt working on a piece of equipment.

OPERATE

- Commissioning
- Re-Commissioning
- Retro-Commissioning
- Energy Audits
- Energy Rebates
- Utility Services
- LTFM Management
- Building Forensics



110
EMPLOYEES
ACROSS **NINE**
OFFICES

MN: Minneapolis, Duluth, Sauk Rapids, Park Rapids, Brainerd, and Mankato

Other offices: Fargo, ND; Sioux Falls, SD; and Media, PA





City of Owatonna

and

ICS

The City of Owatonna and ICS began their partnership in 2019, and it has evolved into one of the largest facility planning and project development efforts in the City's history.

- 2019-2020: Current Facility Condition Assessment
- 2021-2022: Update Assessment and Identify Priority Projects
- 2023: Begin Merrill Hall Project and Facility Master Plan
- 2024: Facility Master Plan Project Development Efforts Underway
- 2025-2028: Public Safety Center and Community Center Project Development / Construction

Merrill Hall Project

Merrill Hall houses various tenants that are important to the City of Owatonna, including WeePals Daycare and Little Theater of Owatonna. The City determined after seeing the dire needs of the facility that it was indeed going to maintain the facility for the future and that investment in it was necessary.

The current **\$5.3 million** project involves completely re-designing and upgrading the current HVAC/Mechanical systems and ancillary components.



Merrill Hall Improvement Project – Phase 1

Existing Conditions:

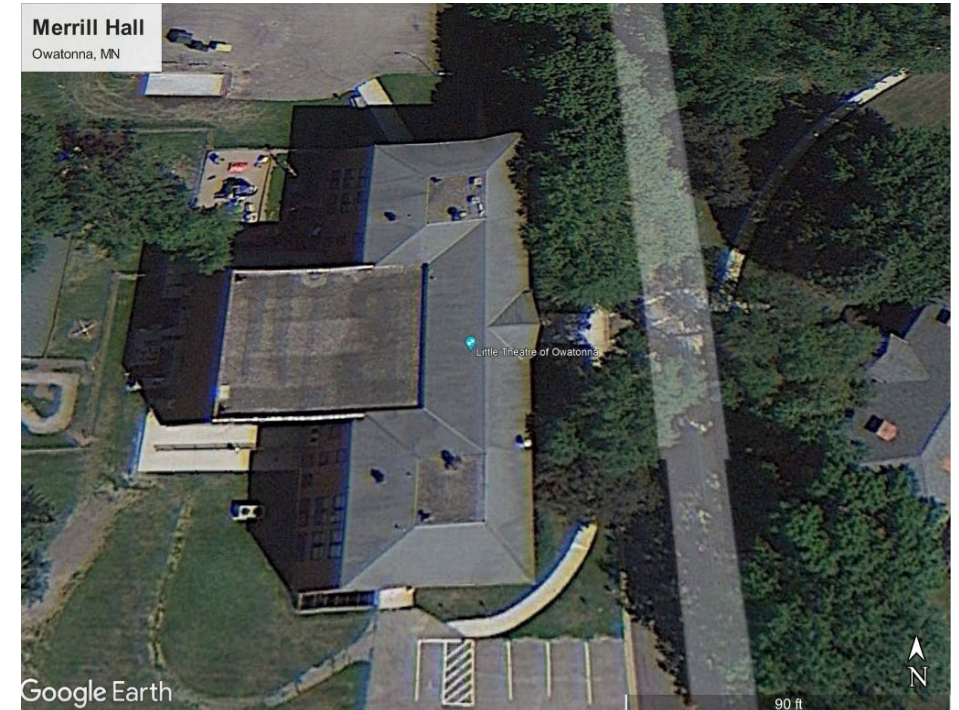
- Indoor and outdoor lighting serving the daycare portion of the building are a combination of T8 fluorescent, 1st generation LED, and High Intensity Discharge fixtures. These lighting technologies are outdated and inefficient.
- Central heating plant consists of two cast-iron sectional steam boilers that have exceeded their expected service life. The central heating plant serves the original steam/condensate piping and distributed steam heating equipment (unit vents and radiation) in the daycare portion of the building (except leased spaces); not the entire building. Asbestos containing materials (ACMs) are located throughout the building.
- Central cooling plant consists of a reciprocating R-22 chiller, chilled water pump, and specialty hydronic equipment that have exceeded their expect service life. The central chiller serves cooling only fan-coil units in occupied daycare portions of the building; not the entire building.
- The ventilation system consists of a combination of operable and inoperable steam unit ventilators and fan-coil units. About half of the units are served by the central chiller to provide cooling. The leased space on the 2nd floor is served by two ducted residential gas-fired furnaces with DX cooling coils that have also exceeded their expected service lives.



Merrill Hall Improvement Project – Phase 1

Existing Conditions (cont.):

- The Little Theater is served by two ground-mounted packaged rooftop air handling units. One for the green and dressing rooms on the lower level, and one for the theater. Both units are in good condition and will remain in service.
- Occupied space temperatures are maintained 24/7/365 and controlled by a combination of thermostatic, pneumatic, and electronic automatic temperature controls that do not operate the HVAC system efficiently. Windows are frequently used for temperature control.
- The existing roof is at the end of its service life and should be replaced.
- The building is not sprinkled and utilizes an antiquated zoned fire alarm system for detection.

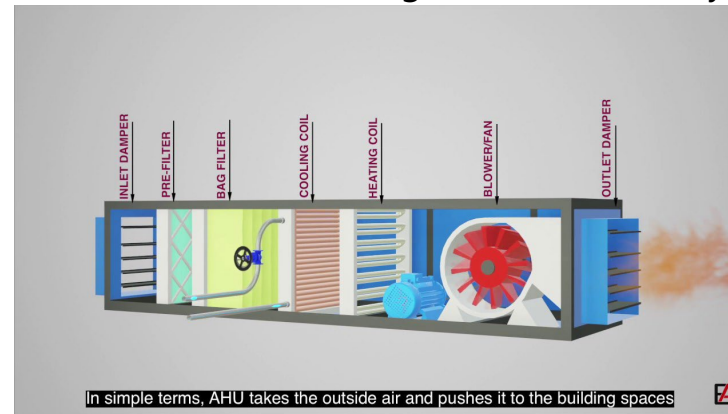


Merrill Hall Improvement Project – Phase 1

Proposed Scope of Work:

- Replace the indoor and outdoor lighting with modern LED lighting (Little Theater is not included).
- Remove existing ACMs, boiler, condensate handling equipment, steam/condensate piping, cast iron, radiation, chiller, chilled water pumps/pipe, unit ventilators, fac-coil units, residential gas/DX units.
- Install two high efficiency hot water boilers, hot water pumps with VFDs, hydronic specialties, and insulated hot water supply/return piping to serve all new space heating equipment in the daycare portion of building (Little Theater is not included).
- Install a ducted variable-air-volume (VAV) ventilation system with hot water heating and direct-expansion (DX) cooling/dehumidification. The air handling unit will be installed in the lower level. Air-cooled condensing unit will be located on the ground behind the building. Terminal VAV boxes with hot water reheat will be provided for each zone of the daycare portion of the building (Little Theater is not included). Install a dedicated heating & ventilation only air handling unit to serve the scene shop.

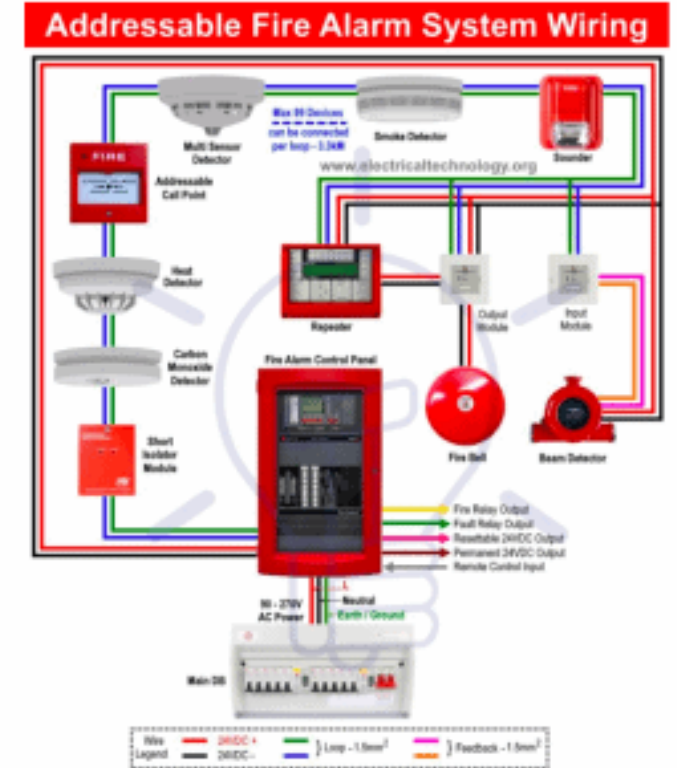
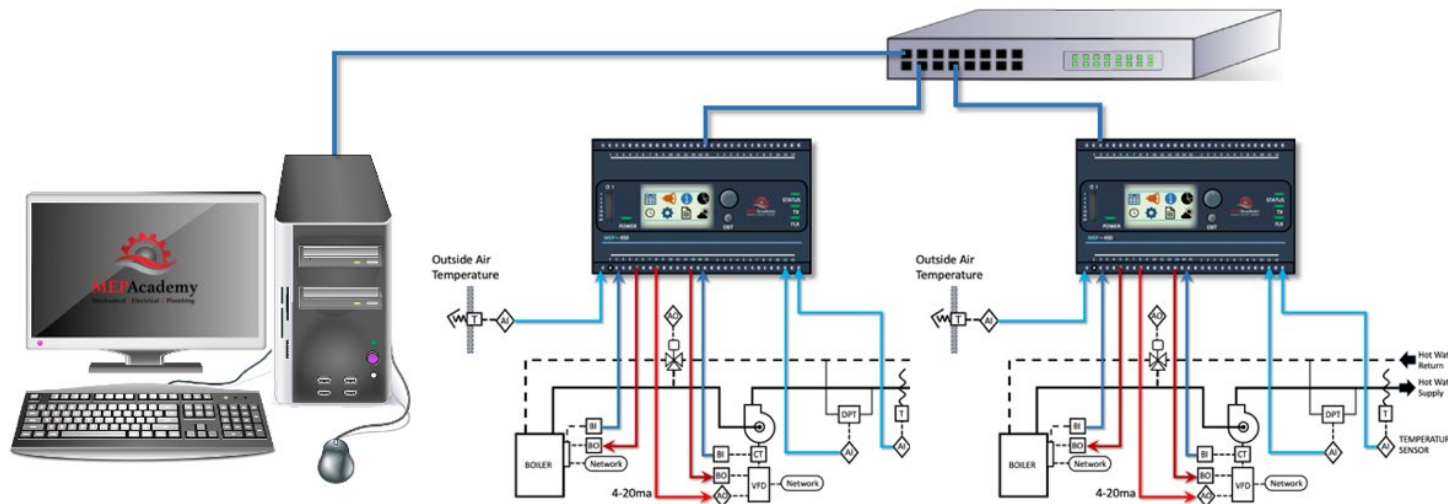
Consideration was given to historic preservation.



Merrill Hall Improvement Project – Phase 1

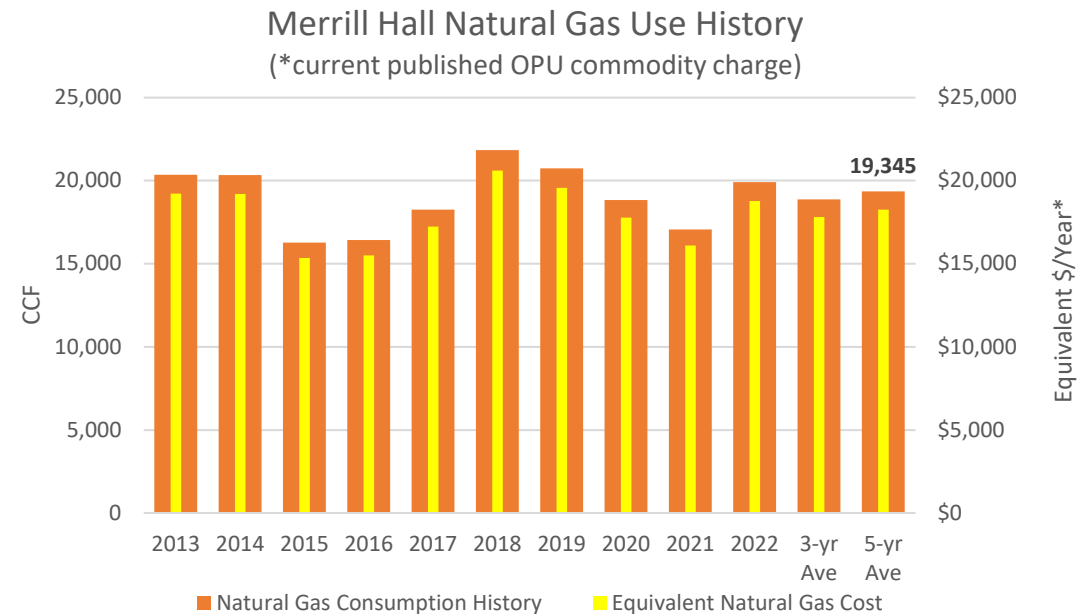
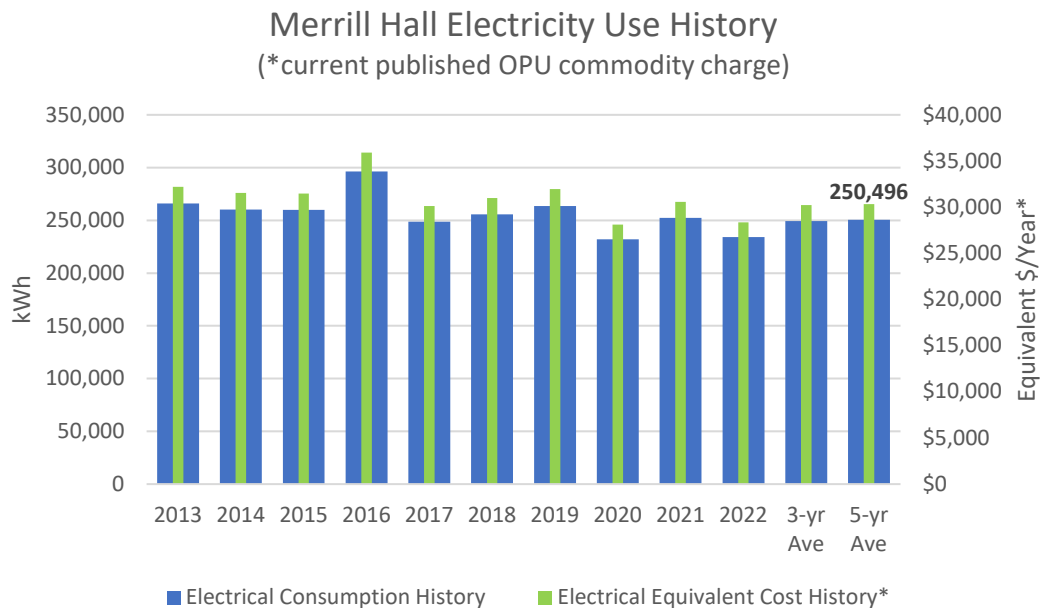
Proposed Scope of Work (cont.):

- Upgrade the building electrical service and main distribution panel to accommodate added cooling electrical load.
- Install an addressable fire alarm system with voice notification and a fire sprinkler system to protect the entire building. A dry system will be required in the attic, and new water service needed to serve the system.
- Install automatic direct digital controls (DDC) and a facility management system to efficiently operate the building's HVAC system with optimal indoor environment comfort and control (Little Theater HVAC equipment included).
- Replace the existing roof.



Merrill Hall Improvement Project – Phase 1

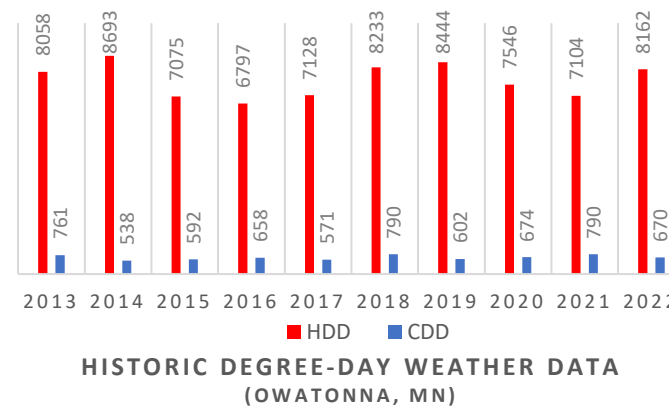
Current Utility Use & Baseline Adjustment:



What is a “Utility Baseline Adjustment”?

Utility baseline adjustments are used to increase/decrease the annual baseline energy use to account for alternate building operating parameters.

Merrill Hall’s existing HVAC system does ventilate, control, or dehumidify the building per ASHRAE Standard 62.1. A baseline adjustment increase will be calculated to account for the additional energy needed to meet ASHRAE 62.1.



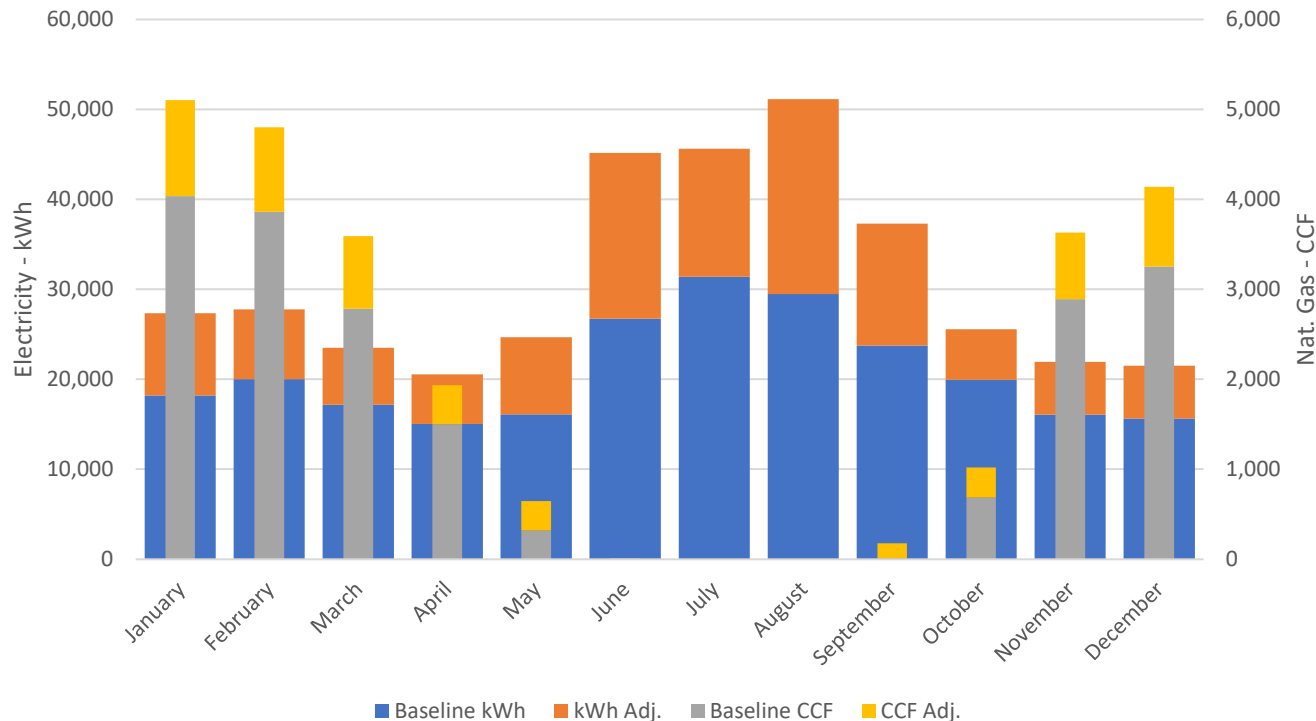
Merrill Hall Improvement Project – Phase 1

Current Utility Use & Baseline Adjustment:

Why is this important?

OPU can only provide utility rebates for improvements that reduce energy use. Without a baseline adjustment net energy savings would be negative; indicating an increase in energy use. The adjusted baseline will also be used as basis for energy savings and included in the final energy performance contract documents.

Merrill Hall Adjusted Baseline Utility Use



Electricity:

Total Baseline = 249,360 kWh/yr

Baseline Adj. = 112,631 kWh/yr

Adj. Total = 371,991 kWh/yr

49.2% % Increase in kWh

Natural Gas:

Total Baseline = 19,345 CCF/yr

Baseline Adj. = 5,697 CCF/yr

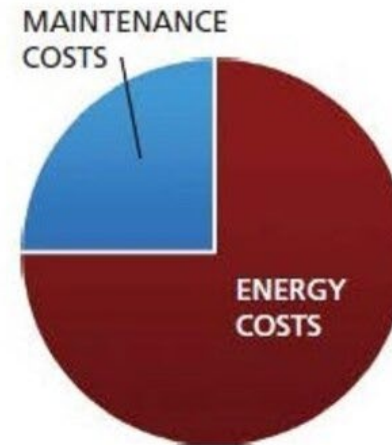
Adj. Total = 25,041 CCF/yr

29.4% % Increase in kWh

Merrill Hall Project – Strategic Procurement

- Legislation under Minnesota's Municipal Contracting Law allows government agencies to utilize a **design-build method** as an alternative to design – bid – build where energy efficiency and operational savings occur
- Good for complex projects with **higher levels of budget and performance risk**
- Projects can be developed and implemented faster with far less upfront cost than traditional procurement
- Develop scope and pricing in a collaborative fashion rather than design first, hope for bids under budget
- Leverage savings on an annual basis to offset project costs through a financing arrangement
- Maximize use of alternative funding such as utility rebates and tax-incentive pass-thru
- Identify a Guaranteed Maximum Price before proceeding with projects, allowing risk transfer to design-builder

BEFORE IMPROVEMENTS

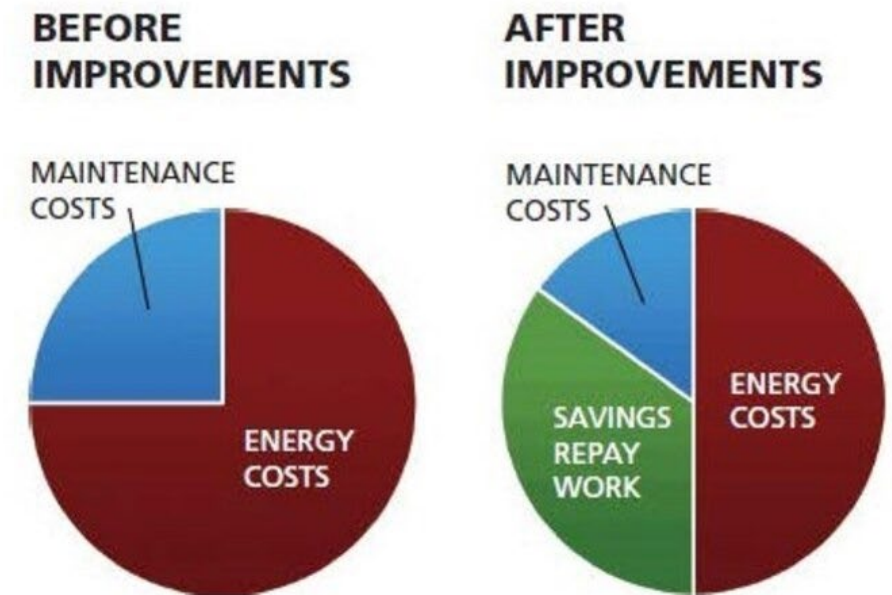


AFTER IMPROVEMENTS

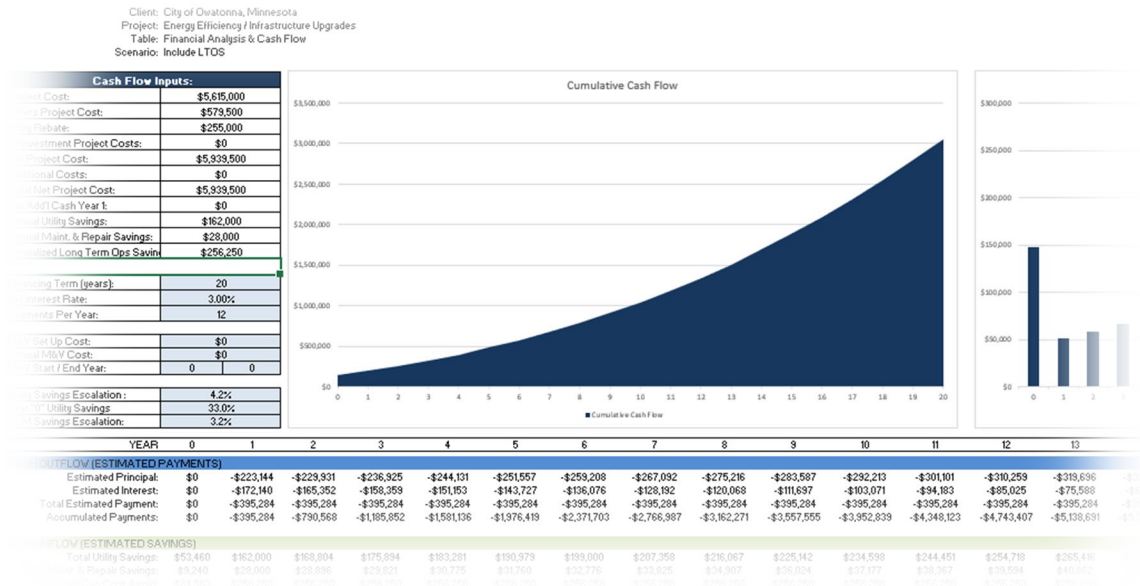


Minnesota Statute 471.345, Subdivision 13 – “Energy Efficiency Projects”

- Subdivision titled “Energy Efficiency Projects”
 - Qualifying projects include specific measures such as HVAC improvements, temperature controls and building automation, lighting improvements
 - Qualifying projects also includes a general statement that includes “energy conservation measures that provide long-term operating cost reductions”
 - Project costs must be anticipated to be re-couped within 20 years from estimated annual savings
 - Not subject to the typical competitive bidding process under MN Statute 471.345



Energy Efficiency Projects – Smart Use



- Make sure you understand what you are buying for a “guarantee” and “measurement and verification”
- Energy, operating, and long-term operating savings are essential to understand and be able to explain
- Long-term operating savings are not a hard annual budget savings that can be used to pay for the project, but can be used to justify the project under the legislation
- For use on complicated projects where there’s significant amount of unknowns in the scope and budget

Objectives of Facility Master Planning

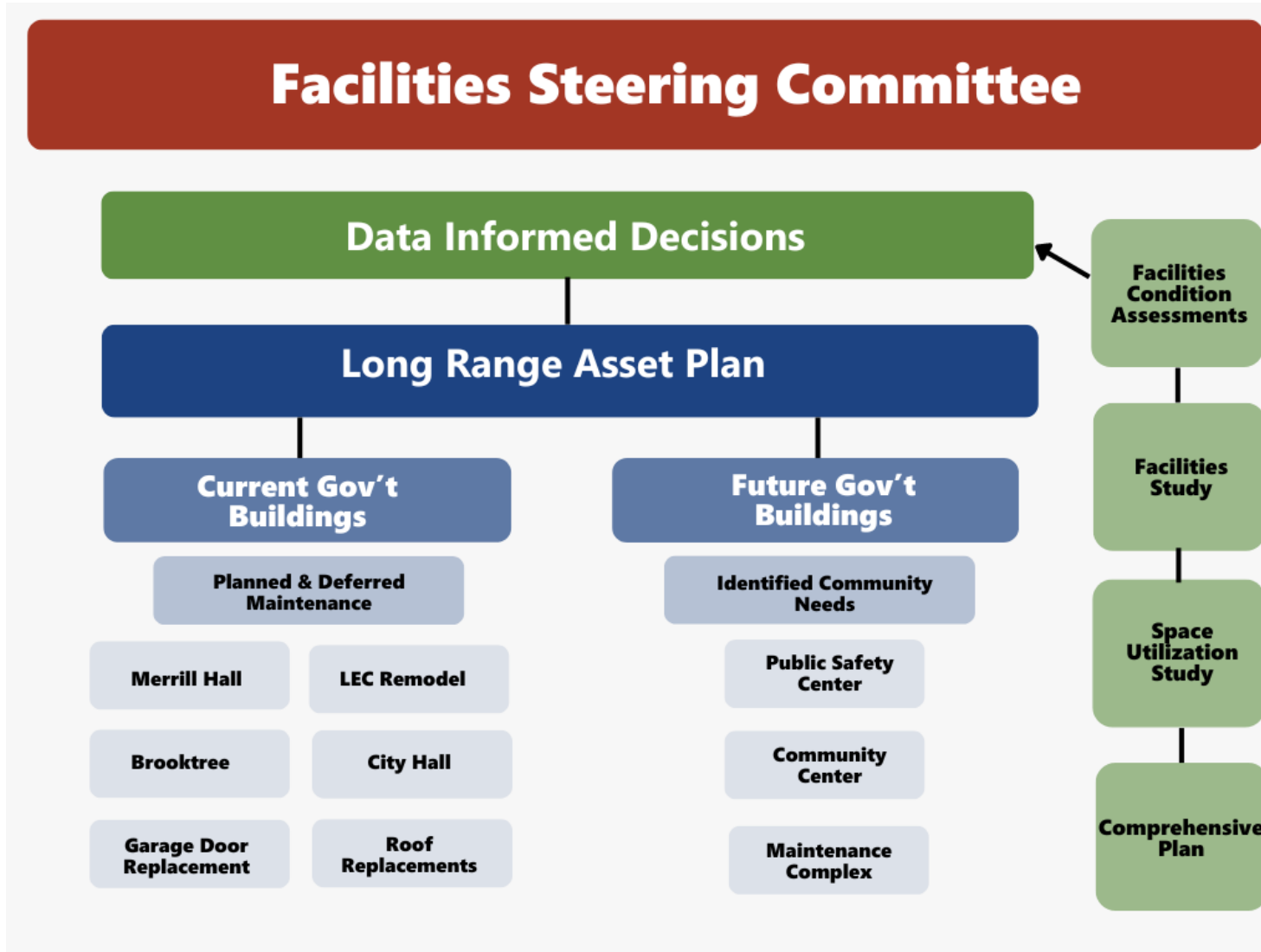
The City of Owatonna and ICS have partnered to implement a strategic planning process that will:

- Assess current and future facility needs
- Seek input from stakeholders and constituents to make informed decisions
- Provide a roadmap for current and future investment into city facilities
- Ensure a fiscally responsible plan is implemented while minimizing tax impacts

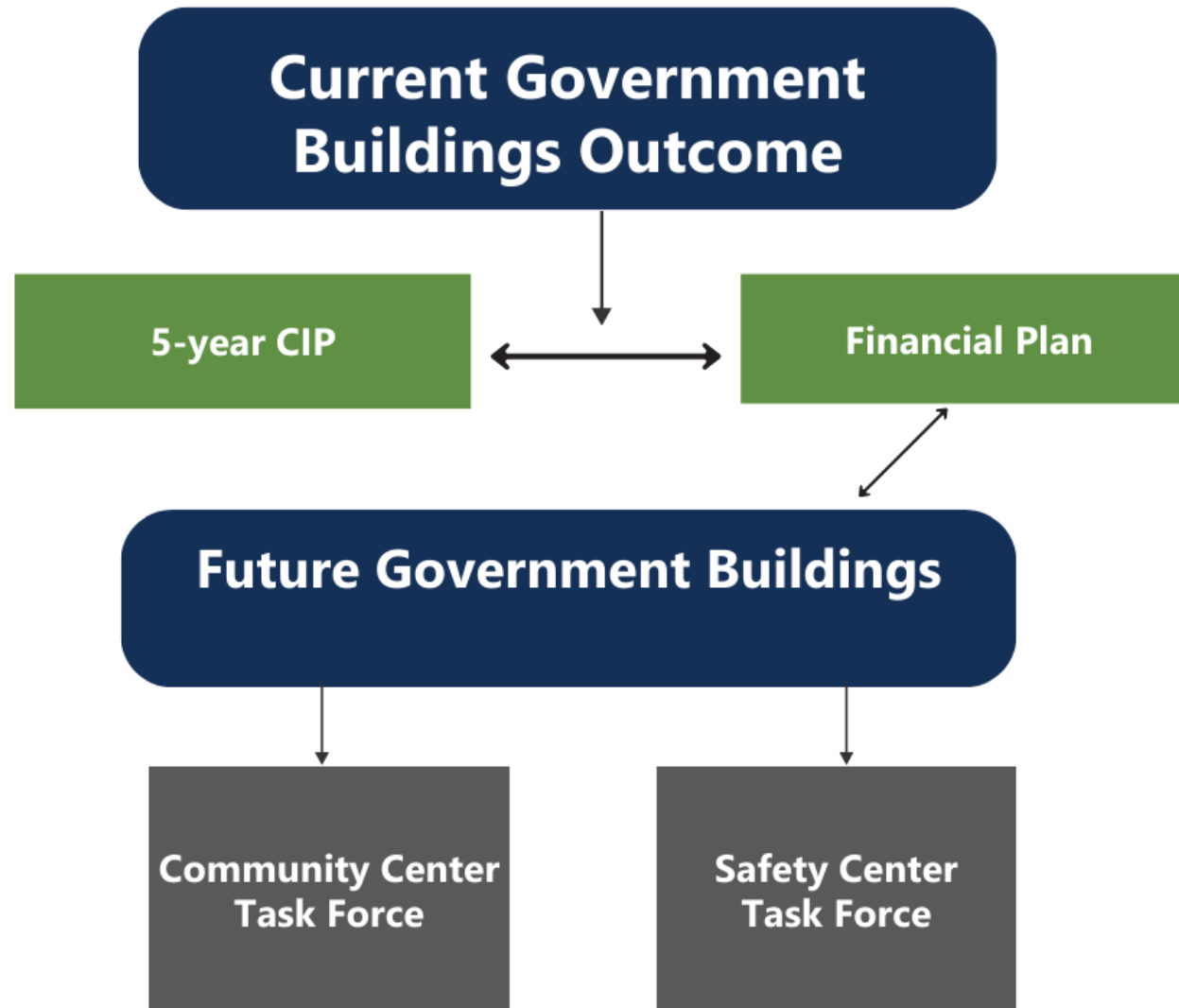


OWATONNA

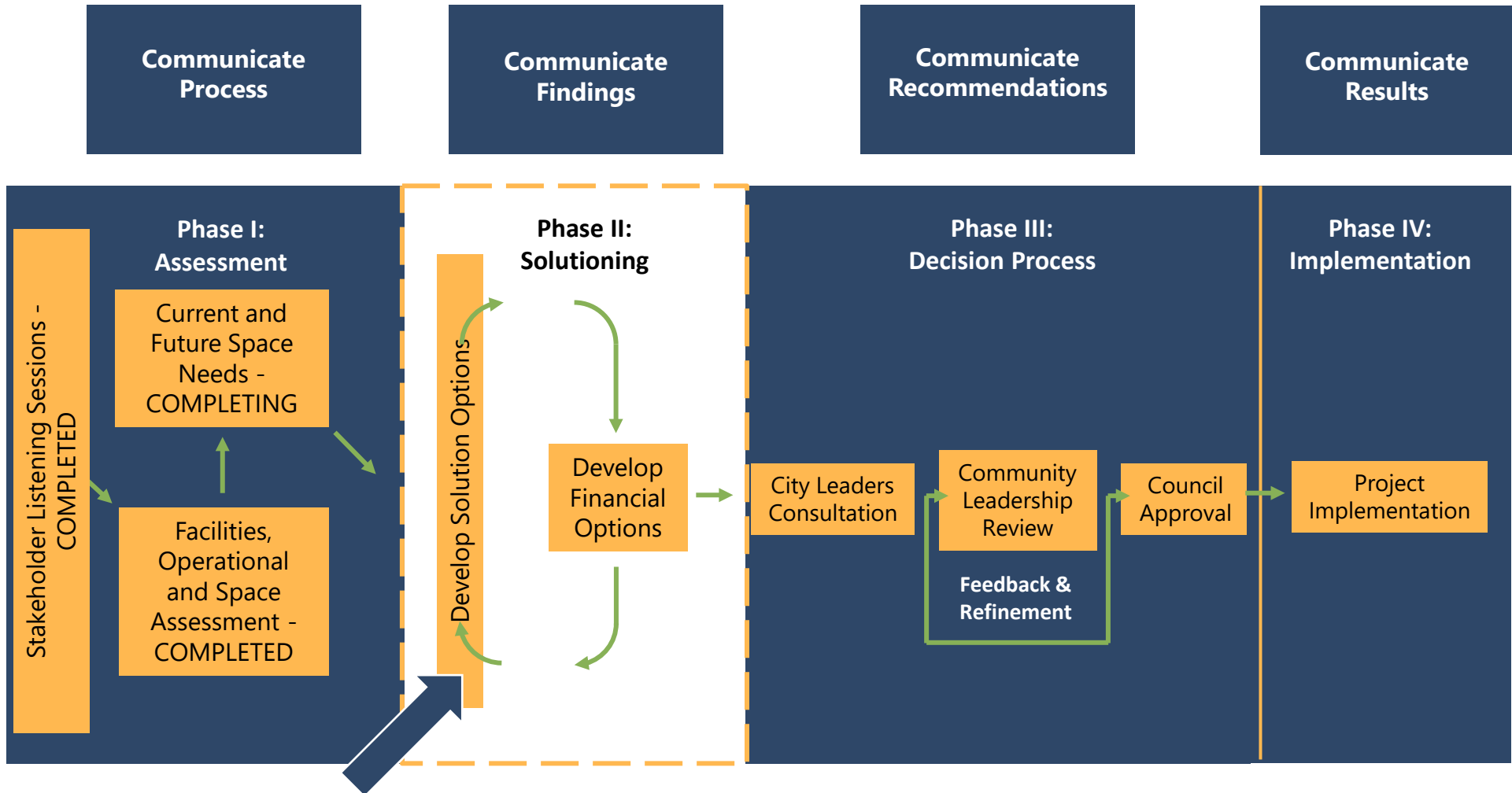
Facilities Long-Range Planning Process



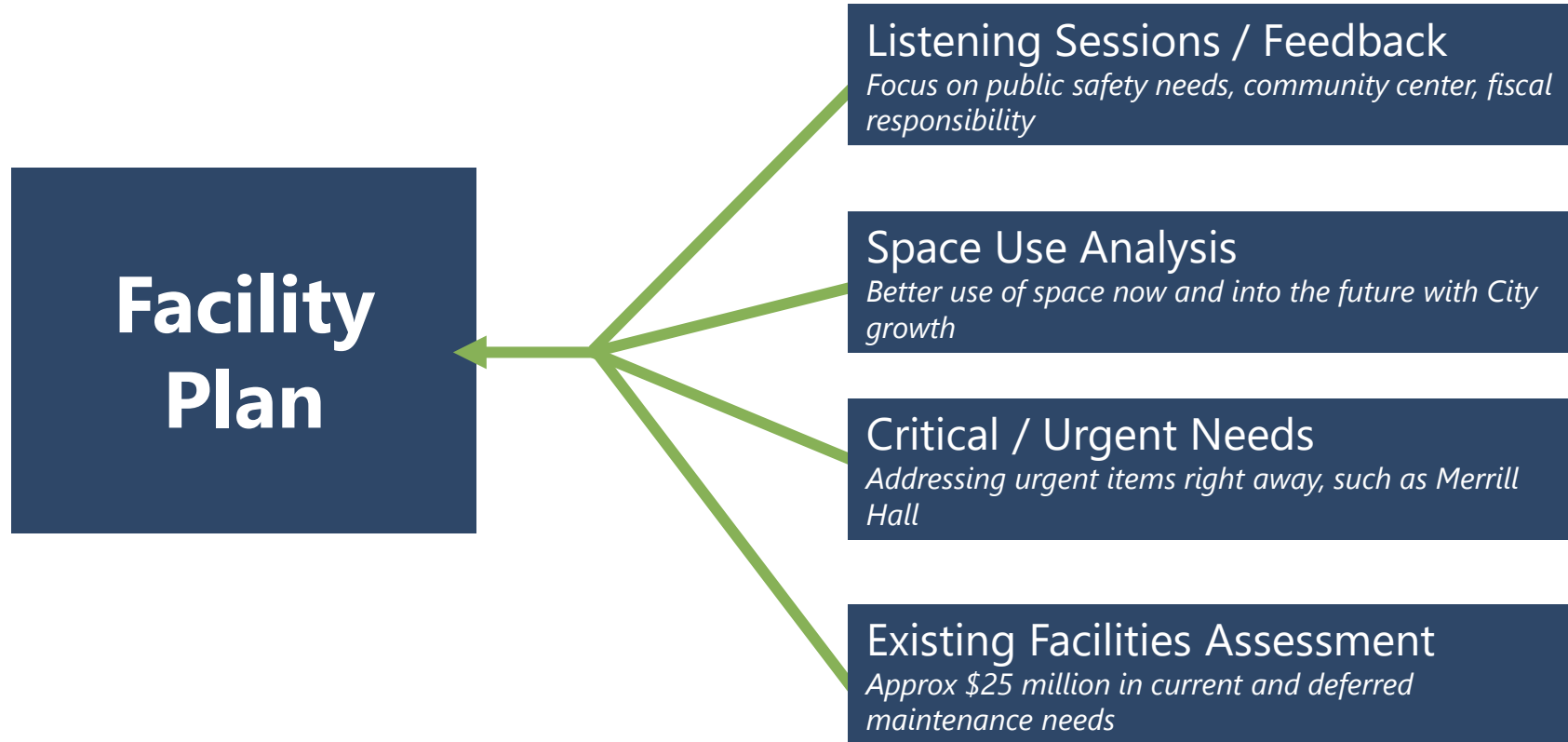
Facilities Long-Range Planning Process



Facilities Long-Range Planning Process



Facilities Long-Range Planning Process Components



Summary of Project Development Efforts

A person's hand is shown holding a pen and pointing at a whiteboard. The whiteboard has several colorful sticky notes (orange, yellow, green, purple) attached to it. The text "Project Pre-work" is overlaid in white.

Project Pre-work

Task Force Formulation
Pre-Scoping
Potential Partners
Communications
Viability Established

Two people are sitting at a table, looking at a large map or plan spread out on the surface. The map shows a landscape with green areas and some buildings. The text "Committed Development Effort" is overlaid in white.

Committed Development Effort

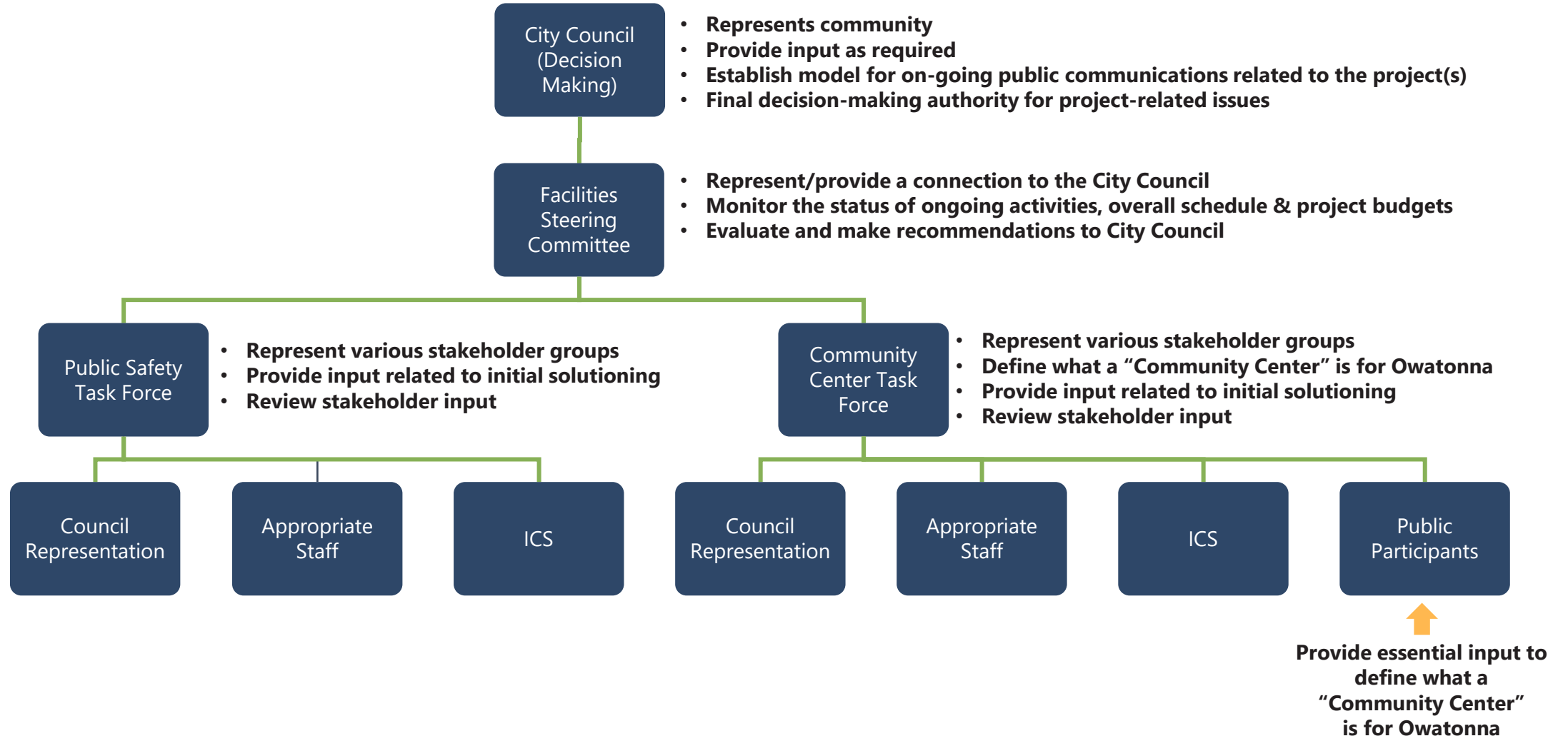
Community Engagement – Thought Exchange
Scoping and Budgeting
Land Acquisition
Early Design Stages
Legislative Process Submittals

A construction worker wearing an orange hard hat and a yellow safety vest is looking up at a large building under construction. The building has a complex structure with many windows and scaffolding. The text "Construction" is overlaid in white.

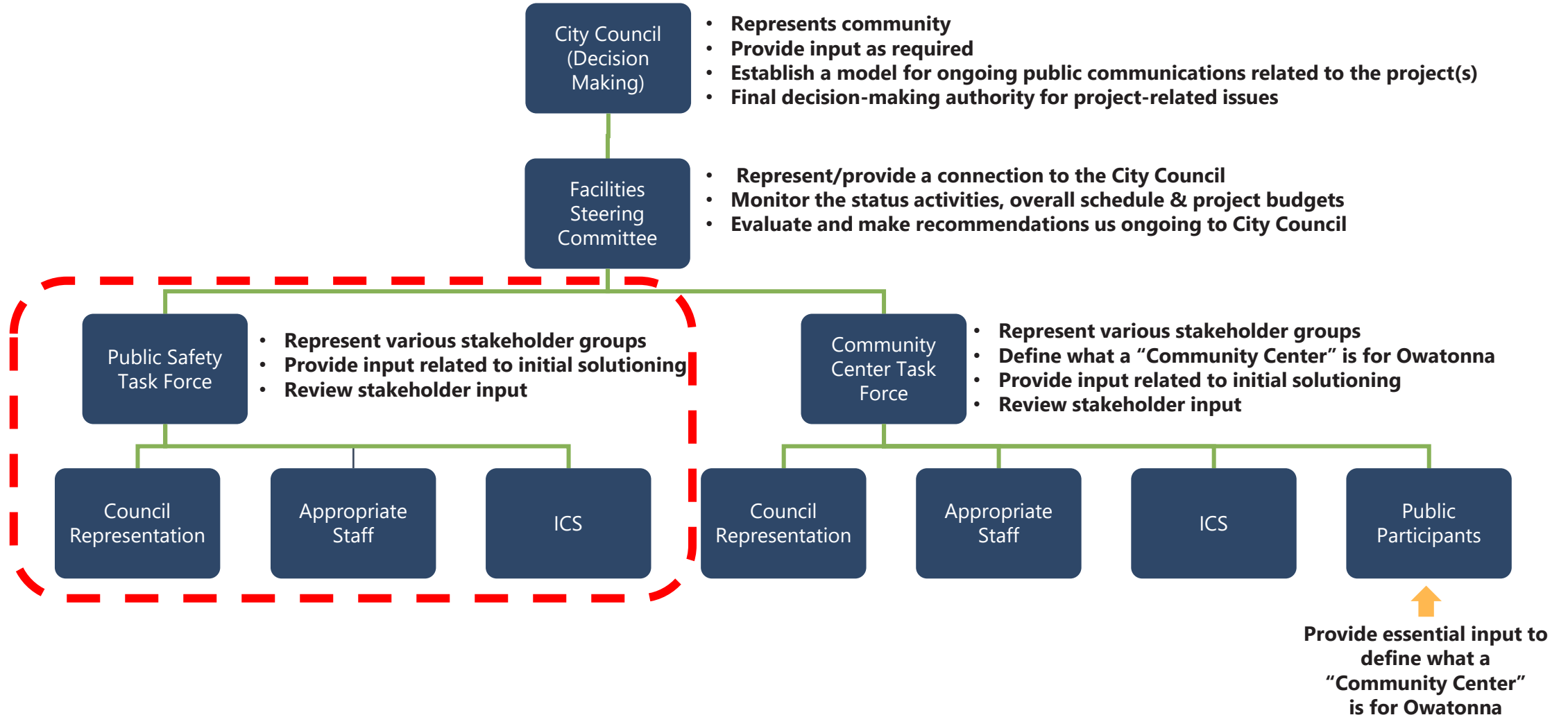
Construction

Bid Award Activities
Project Oversight
Commissioning & Testing

Forming Project Specific Task Forces



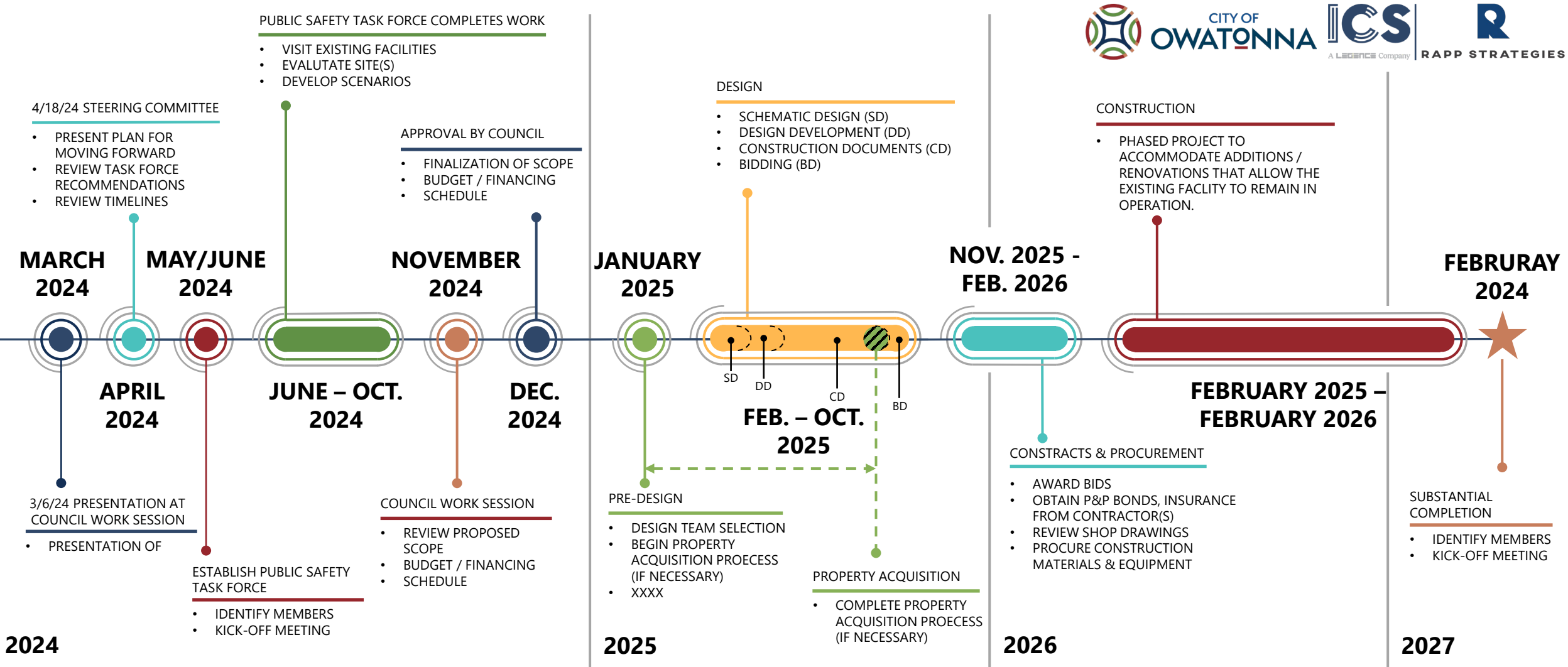
Forming Project Specific Task Forces



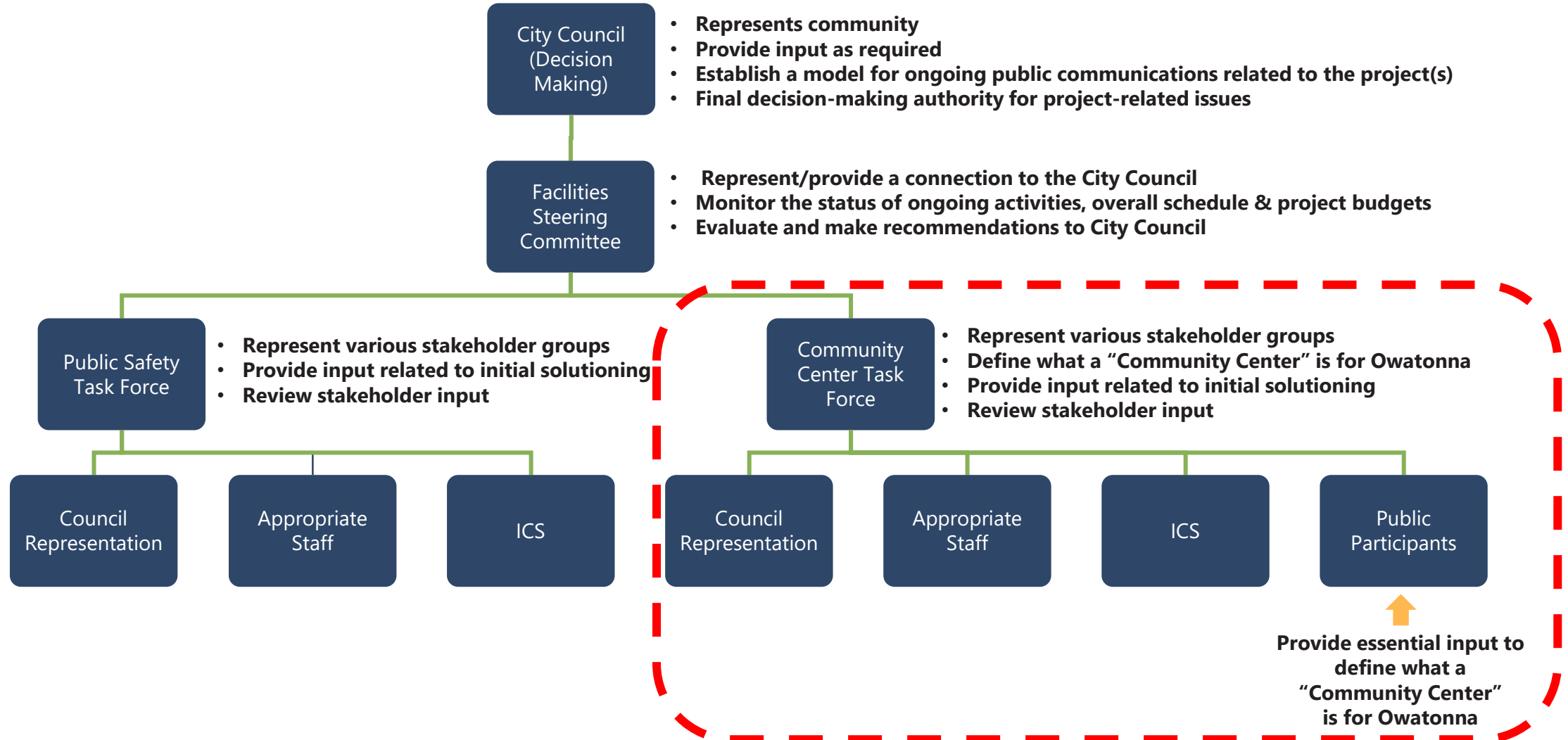
Forming Project Specific Task Forces



Proposed Public Safety Center Timeline

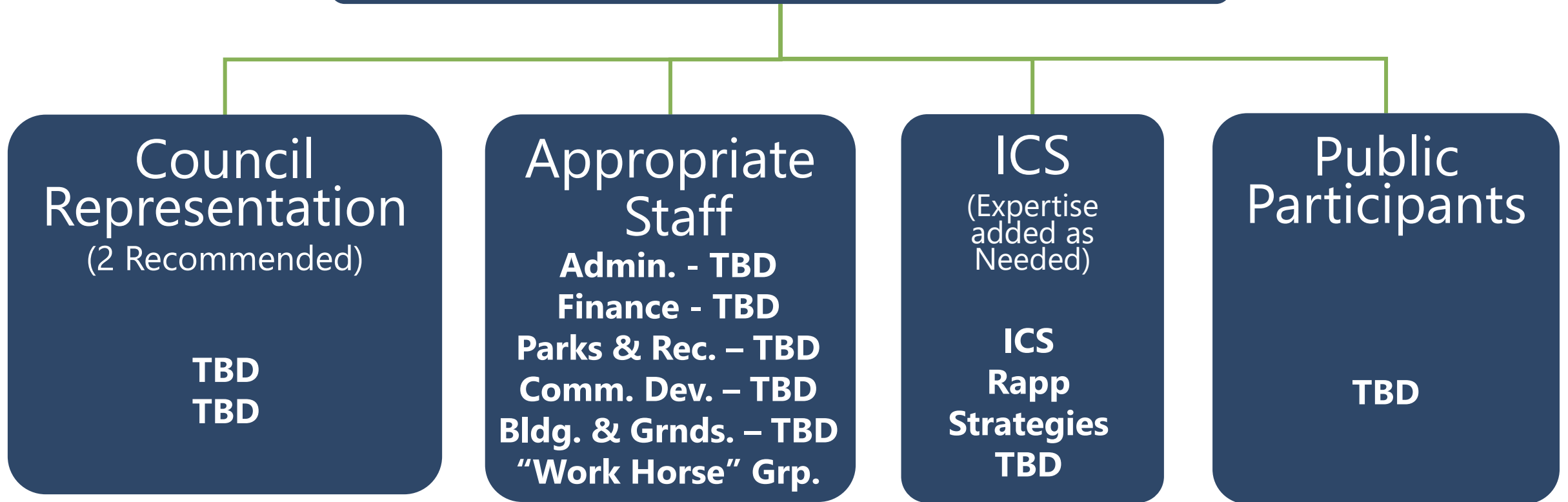


Forming Project Specific Task Forces



Forming Project Specific Task Forces – Community Center

Community Center Task Force (Membership of 18 – 20)



Forming Project Specific Task Forces – Community Center

Public Participants

(Membership of 6 – 8 Individuals)

Owatonna public schools representative - TBD

Steele County representative – TBD

Park Board member/s TBD

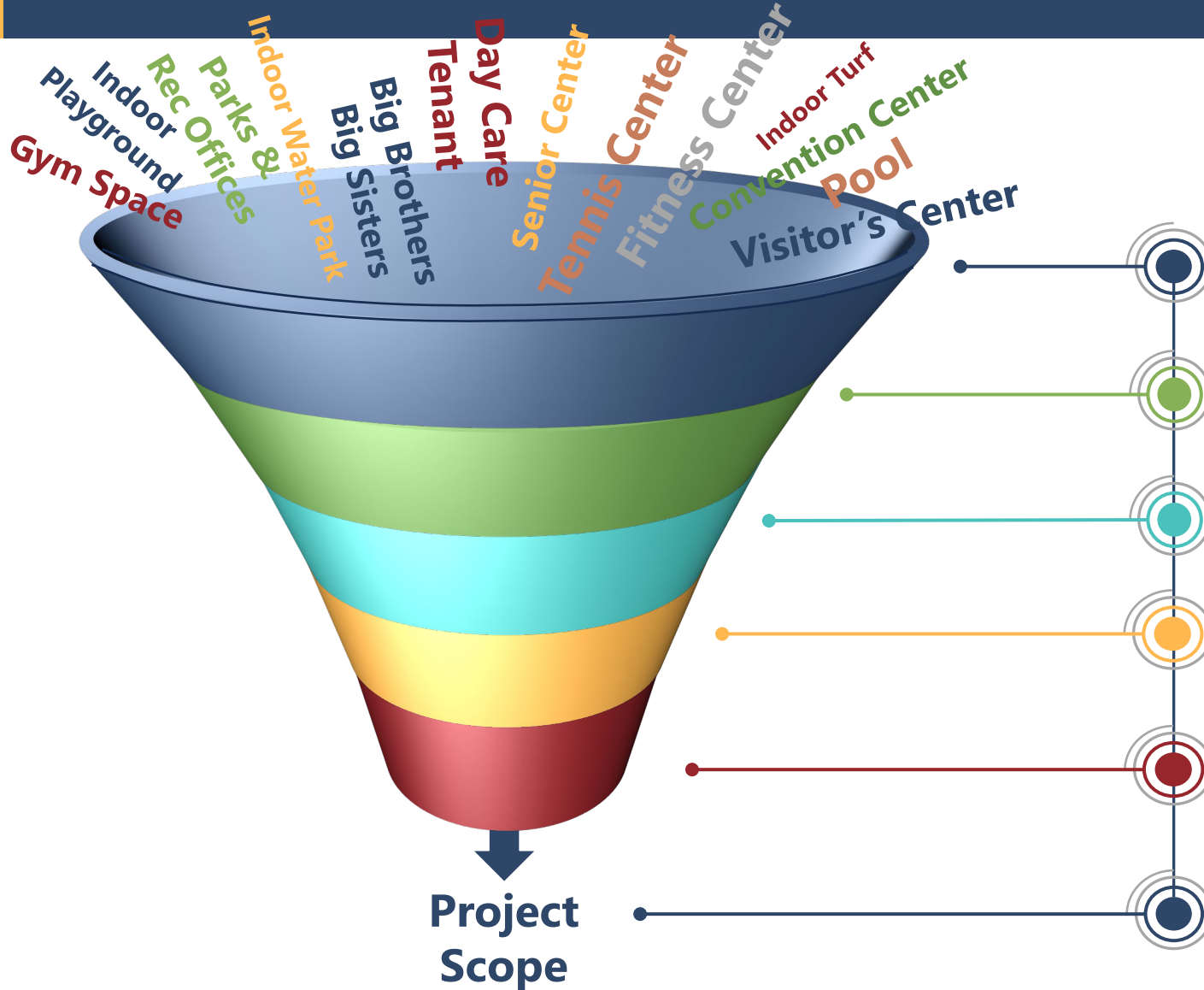
Community Members

- **Business leader - TBD**
- **Non-profit leader - TBD**
- **Chamber/Tourism representative – TBD**
- **Seniors**

Associations

Others (?)

Community Center Task Force – Defining the Scope



General Survey

- Gather all Input/Ideas from the Community – Hopes & Dreams
 - Define “Community” – City, Townships, County
- Begin exploring Public / Private Partnership Opportunities

Review Community Input / Scenario Creation

- Creation of Scenarios w/ Cost Estimates
- Work w/ Finance and City’s Financial Advisor to identify Tax Impact

Targeted Survey

- Survey looking to gather Information on Tax Impact Thresholds w/ Corresponding Scope of Project Scenarios

Review Community Input / Scenario Revision

- Revise Scenarios / Create/Modify Scenarios w/ Cost Estimates based on Survey Results
- Work w/ Finance and City’s Financial Advisor to identify Tax Impact

Refinement

- Council Work Session to review final Option(s) for Consideration
- Make necessary modifications to Final Scenario for Council Acceptance

Defined Project Scope for L.O.S.T. Ask

- Defined Scope that has Stakeholder Buy-In w/ Corresponding Budget, Tax Impact and Schedule
- Council has the necessary Information to submit to Legislature

Proposed Community Center Timeline

2024 LEGISLATIVE SESSION

- MORATORIUM ON LOST
- NO L.O.S.T. PROPOSALS CAN BE CONSIDERED BY THE LEGISLATURE
- NO CITY/COUNTY CAN PASS A RESOLUTION ASKING FOR A SALES TAX AUTHORITY

MARCH 2024
APRIL 2024
MAY/JUNE 2024

4/18/24 STEERING COMMITTEE

- PRESENT PLAN FOR MOVING FORWARD
- REVIEW TASK FORCE RECOMMENDATIONS
- REVIEW TIMELINES

3/6/24 PRESENTATION AT COUNCIL WORK SESSION

- PRESENTATION OF

2024

PUBLIC SAFETY TASK FORCE COMPLETES WORK

- VISIT EXISTING FACILITIES
- EVALUATE SITE(S)
- DEVELOP SCENARIOS

JUNE – OCTOBER 2024

ESTABLISH COMMUNITY CENTER TASK FORCE

- IDENTIFY MEMBERS
- KICK-OFF MEETING

2025 LEGISLATIVE SESSION

- LEGISLATURE WILL REVIEW REPORT(S) ON LOCAL SALES TAXES
 - **FIRST OPPORTUNITY TO DISCUSS MODIFICATIONS TO L.O.S.T.**
- MORATORIUM AUTOMATICALLY LIFTS AFTER THE END OF THE 2025 LEGISLATIVE SESSION
- NO ACTION REQUIRED UNLESS THE LEGISLATURE WANTS TO DISCUSS LOST PROPOSALS IN 2025.

JANUARY – MAY 2025

ONBOARD ARCHITECT FOR RENDERINGS / GRAPHICS

APPROVAL BY COUNCIL

- FINALIZED ASK FOR LOCAL OPTION SALES TAX IS APPROVED BY COUNCIL

NOV. 2025

DEC. 2025

PUBLIC ENGAGEMENT / INPUT

- SURVEYS
- OPEN HOUSES
- OTHER

2025



CITY OF OWATONNA



RAPP STRATEGIES

2026 LEGISLATIVE SESSION

- EVALUATION OF ASKS AND APPROVAL OF L.O.S.T. PROPOSALS

JANUARY – MAY 2026

LEGISLATURE APPROVES CITY OF OWATONNA'S LOCAL OPTION SALES TAX ASK

NOVEMBER 2026

INFORMATIONAL CAMPAIGN

- LAUNCH OF MICRO SITE
- PUBLIC INFORMATIONAL FORUMS

VOTE BY PUBLIC ON LOST PROPOSAL(S)

- DESIGN TEAM SELECTION
- BEGIN PROPERTY ACQUISITION PROCESS (IF NECESSARY)
- XXXX

2026

2027

COUNCIL WORK SESSION

- REVIEW PROPOSED LOST
 - SCOPE
 - BUDGET / FINANCING
 - SCHEDULE

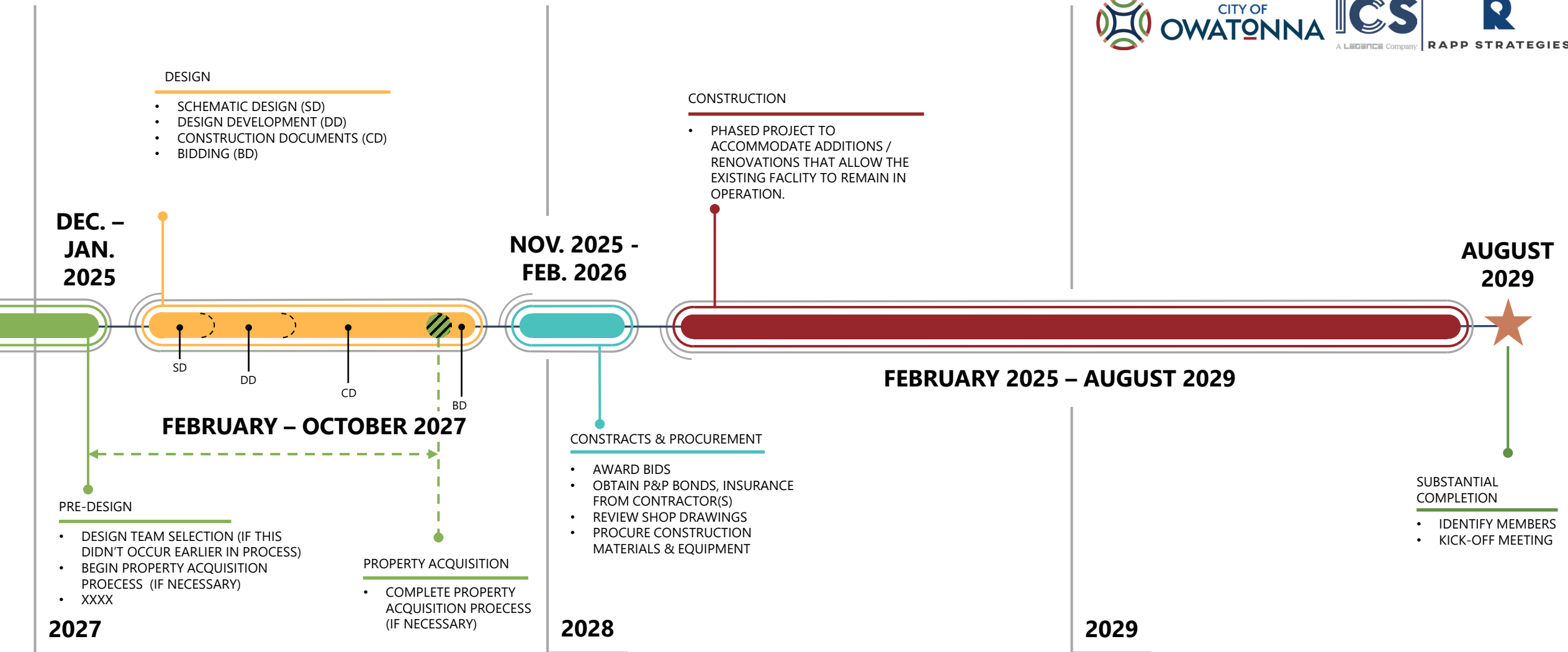
Proposed Community Center Timeline



CITY OF
OWATONNA



RAPP STRATEGIES



STAKEHOLDER ENGAGEMENT

ICS utilizes *ThoughtExchange*, our AI-driven survey tool, to engage stakeholders about their thoughts on current facilities and to identify and prioritize facility needs from the building user's perspective.

 **ThoughtExchange**



SHARE

Participants share answers to open-ended questions



STAR

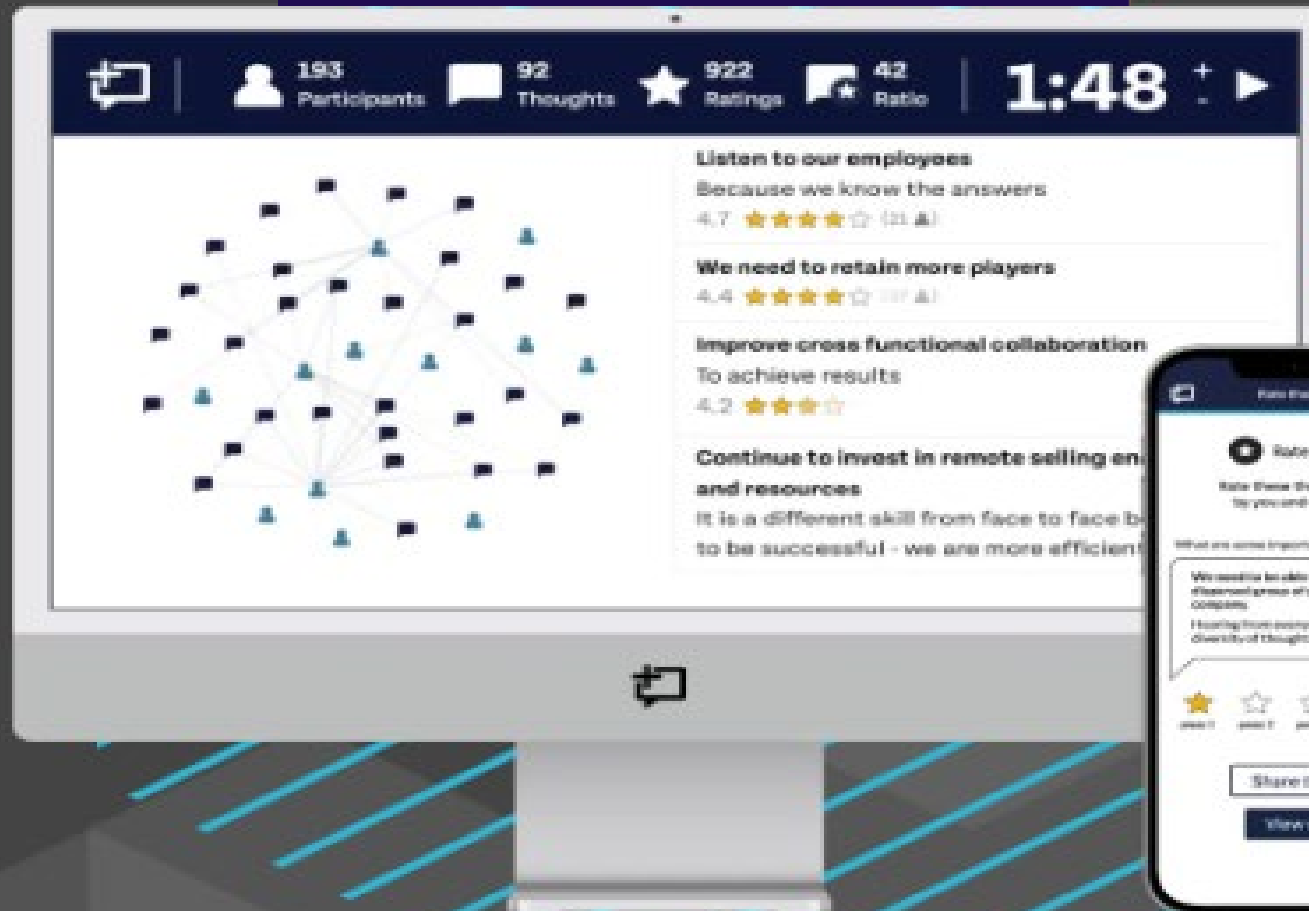
Participants consider ideas from others and add stars to the ones they like best



DISCOVER

Everyone discovers what is important to the group





Surveys

Advanced quantitative and qualitative survey capabilities



Exchanges

Qualitative interactive conversations and participant-prioritized data



Advisor

AI-powered tool to surface instant summaries and talking points for surveys and Exchange results.

AI DRIVEN REPORTING –EXAMPLE CITY of OWATONNA



Participants
540



Thoughts
513



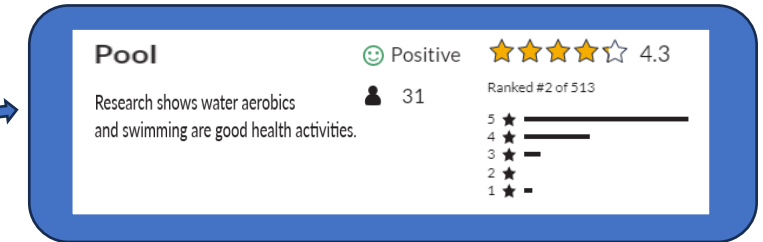
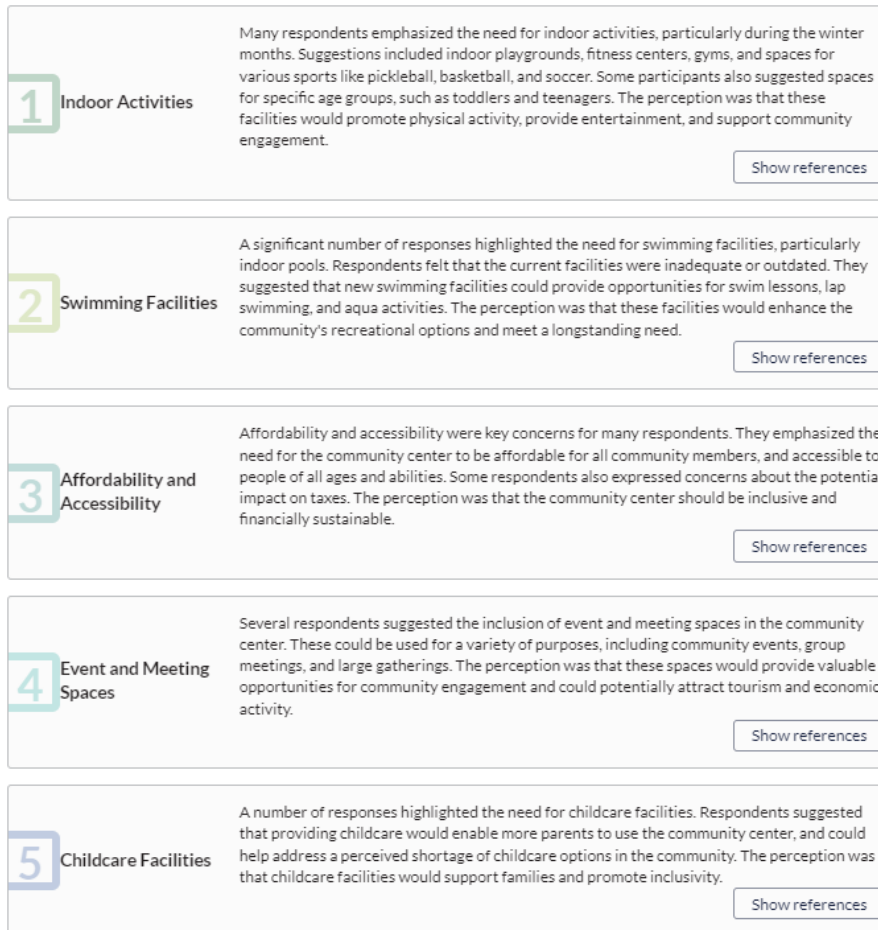
Ratings
12k



Ratings ratio
24

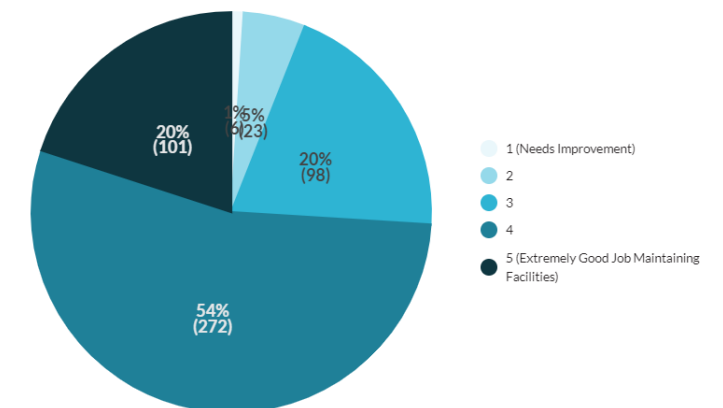
Question:

What amenities are important to include in the planning of a new community center for Owatonna and the surrounding region?



Likert Scale
Q15 Does the City of Owatonna do a good job maintaining city facilities?

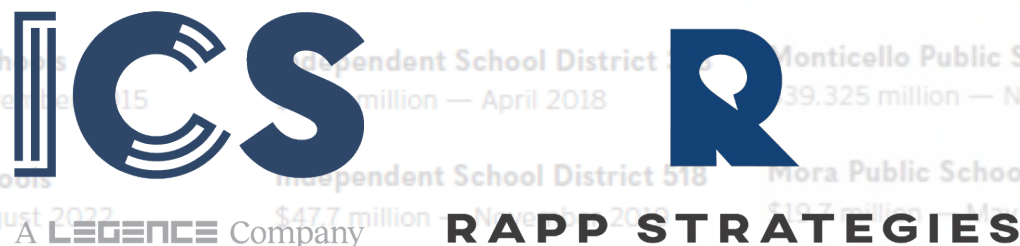
Answered: 500
Not answered: 40



REFERENDA EXPERIENCE IN MN

- ICS collaborated with **approximately 100 local government units** across the state of Minnesota in the last decade on referendums.
- We are the **leading referendum-experienced firm** in the state of MN.
- ICS is ready to help you develop a strategic communications plan that is informative, relevant, and engaging, create a coalition of support, and execute the communications plan and stay proactive

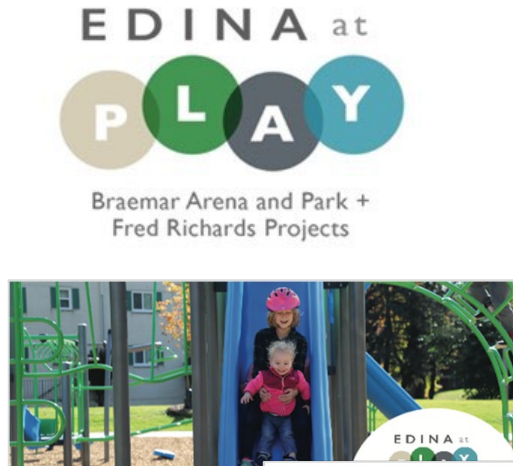




OVER \$5.4 BILLION

**in successful voter-approved
referendums in the last decade combined.**

Success Stories and a Glimpse of Strategic Communications



Communications Workplan 2022

The following work plan was developed to guide the city of Idaho and RSG Strategies as they work together on communications strategy to help inform residents about the parks investment plan and the sales tax referendum to support it. This document is meant to be fluid and will be updated as city staff and RSG identify and refine tactical work as well as when new issues arise.

FEBRUARY	MARCH	APRIL
FEBRUARY Several communications efforts will move forward this month, including the scientific survey that will go into the field, completion of the first round of core messaging and the development of a brand/logo for the referendum.		
Communications work plan	<ul style="list-style-type: none"> Complete working draft of communications work plan by Feb. 1. Review and revise work plan with Jennifer B. 	
Communications materials	<ul style="list-style-type: none"> Complete first phase of core messaging that focuses on process for developing the plan, the need/desire for and why a sales tax is necessary. Development of project brand, including logo and style guide. City staff/RSI will determine a date, preparation and process for the media training, including who will participate. 	
Message	<ul style="list-style-type: none"> Provide advisory for city on recommended features and structure for a referendum measure by Feb. 4. City staff/RSI to decide best platform strategy. RSI will begin drafting the outline for the materials, including FAQs. City staff/RSI will determine a date, preparation and process for the media training, including who will participate. Determine who will be responsible for regular updates, including new voting information, additional to the FAQ and other communications material that may emerge. Identify target date for public draft of materials - RSG recommends starting for the week of April 18. 	
Survey	<ul style="list-style-type: none"> Get in the field by early February. Results to the city by Feb. 28. RSI will begin analysis of the results. 	

Updated February 7, 2022

DRAFT

1



A BRIGHTER FUTURE for the Maple Grove Community Center

Since 1997, the Community Center has brought our community together and contributed to the quality of life that residents enjoy today. After gathering input from residents and users, the City of Maple Grove developed a long-term plan to invest \$116 million to expand the Community Center and the services and activities it supports.

Why reinvest now?

A total of 650,000 local and regional guests visit the Community Center every year for sporting events, conferences, expos and recreation - all of which helps support our local economy. After 25 years of heavy use, the Community Center requires additional space, repairs and upgrades to support the city's growing population in the many years to come.

Why a local sales tax option?

A half-cent sales tax ensures that people who use the Community Center, including nonresidents, share in the cost to reinvest in it. Based on research by the University of Minnesota, nonresidents would contribute an estimated \$4.5 million toward the project through a sales tax. The sales tax is estimated to cost an additional \$3.20 a month per resident. If the project was paid with property taxes, the cost burden would fall solely on Maple Grove residents who own or rent residential or commercial property in the city.

Highlights of the plan:

- New swimming pools
- More space for senior programs
- Expanded event and banquet space
- Space for the arts
- An indoor walking track
- A third sheet of ice
- Infrastructure improvements such as updated roofs and mechanical systems

Residents have the final say

On Nov. 8, 2022, Maple Grove voters will consider a half-cent local option sales tax to finance \$90 million of the Community Center project. The sales tax would expire within 20 years. Other funding sources include:

- \$18 million in state bonding funds, if approved by the Minnesota Legislature in 2022.
- \$8 million in sponsorships and donations, including contributions from athletic associations.

What if the sales tax option isn't approved?

After 25 years of heavy use, significant problems with the aging Community Center will still need to be addressed, including roof repairs, improving air quality control systems and other structural upgrades. If the sales tax isn't approved, city leaders would consider various options, including an increase in property taxes, to support a construction project that focused on the facility's infrastructure.

Make your voice heard!

Early voting begins on Friday, Sept. 23, 2022
Election Day is Tuesday, Nov. 8, 2022



LEARN MORE ABOUT THE COMMUNITY CENTER PROJECT

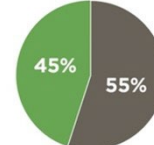
Prepared and paid for by the City of Maple Grove, 12000 Arbor Lakes Place, N. Maple Grove, MN 55369

Visit the project website:
Follow us on social media:
Dedicated email about the project:
Dedicated voicemail line:

GrowingTogetherMapleGrove.org
612.639.6969
growingtogether@maplegrove.mn.gov
763-498-6519

The facility would support a wide range of activities, athletics, and community gatherings for residents of all ages.

LiveWellLitchfieldArea.org/impact



Who would pay for the local sales tax option?

- Maple Grove residents
- Non residents

According to a 2021 analysis by the University of Minnesota.

LIVE WELL Litchfield Area

Uniting for a Healthier Future

LIVE WELL LITCHFIELD AREA

City of Litchfield and Litchfield Public Schools
Referendums on Tuesday, November 8, 2022

In response to growing demand among Litchfield residents, the City of Litchfield is putting forward a proposal to build a \$271 million and recreation center to support a wide range of amenities. Litchfield voters will consider two ballot questions to fund this project.

Visit LiveWellLitchfieldArea.org for more information

INFORMATION INCLUDED:

Details about the two ballot questions and how they will fund this project.

- Overview of the plan to meet community needs and to
- Cost for residential and agricultural property owners
- Voting information



CHECK OUT OUR PROJECT WEBSITE!



Visit LiveWellLitchfieldArea.org for more information!

THE NEED Why are the city and school district pursuing these referendums now?

For the past several years, Litchfield residents and school district families have expressed support for a recreation center to accommodate the needs of local athletics and community members alike. The center would address a lack of accessible venues for a wide range of community activities, events and sports including:

- Eight-lane competitive pool for the school and local community
- A four-station multi-purpose field house and gym space for the community
- Walking track
- Fitness space
- Community rooms and associated support spaces
- Tennis courts
- Event and baseball fields



THE PROCESS How did the city and school district come together on this project?

Community feedback indicated that, while a community facility to support recreation and wellness is important, such a project would work best as a joint effort between the city and school district. Over the past several months, the city and the school district have worked together to gather community input to develop a plan.

Residents expressed a need for a variety of resources, including an aquatic center, athletic fields, community spaces, and fitness facilities.

Combining multiple community assets into one project can help save money on construction and operating costs.



Few cities and school districts have partnered on shared projects like this, and our partnership reflects a special ability for our community to come together to address important issues.



A New Way to Play in Edina

In Edina, our residents embrace the chance to get out today. Now, residents have an opportunity to invest in the way they live. City leaders have put forward a \$64.6 million investment in a multi-faceted city park and recreation center. To finance this investment, half-percent sales tax option as part of the general election.



Needs and priorities

Edina's vibrant quality of life continues to make it a destination to live, work and play, as the city's population has increased 13% over the past decade. Investing in Edina's parks and recreation will allow the city to continue serving its growing population, attract new residents, draw visitors to local businesses and support the local economy.

The planning process

Through meetings and online surveys, Edina residents highlighted important needs, including more sports and recreation programming for adults and seniors, more playground areas, more shade and picnic shelters, new lighting, more ice time and natural restoration. Using this feedback, City leaders developed an investment plan to address these needs and prepare for the future.

The cost and tax impact

If voters approve at least one ballot question, collections from the half-percent sales tax would be used to finance the cost of the projects. The tax will expire in 17 years.

According to research by the University of Minnesota.

60% of the half-percent sales tax increase would be paid by nonresidents.

Why use a local option sales tax?

A sales tax would spread the cost of improvement projects among both residents and nonresidents. The sales tax would cost Edina residents an average of \$2.52 per month per resident. In contrast, a property tax increase would only apply solely to those who own or rent property in Edina. Such an increase would cost the owner of a median value home of \$57,800 an additional \$190.37 per year.

What if the referendum does not pass?

If voters do not approve the sales tax referendum, the City will reevaluate residents about how to move forward with investments in both parks and explore other funding options, the amount of the investment and/or the package of improvement projects.

Your vote matters!
Vote on or before Nov. 8, 2022
Early voting begins on Friday, Sept. 23, 2022

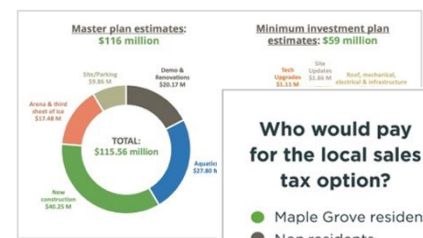
Visit the project website, EdinaAtPlay.org to learn more!

EdinaAtPlay.org | @EdinaMN

Prepared and paid for by the City of Edina, 4801 W. 50th St., Edina, MN 55424. This publication is not circulated on behalf of any candidate or ballot question.



GROWING TOGETHER Maple Grove Community Center Project



Who would pay for the local sales tax option?

- Maple Grove residents
- Non residents

According to a 2021 analysis by the University of Minnesota.

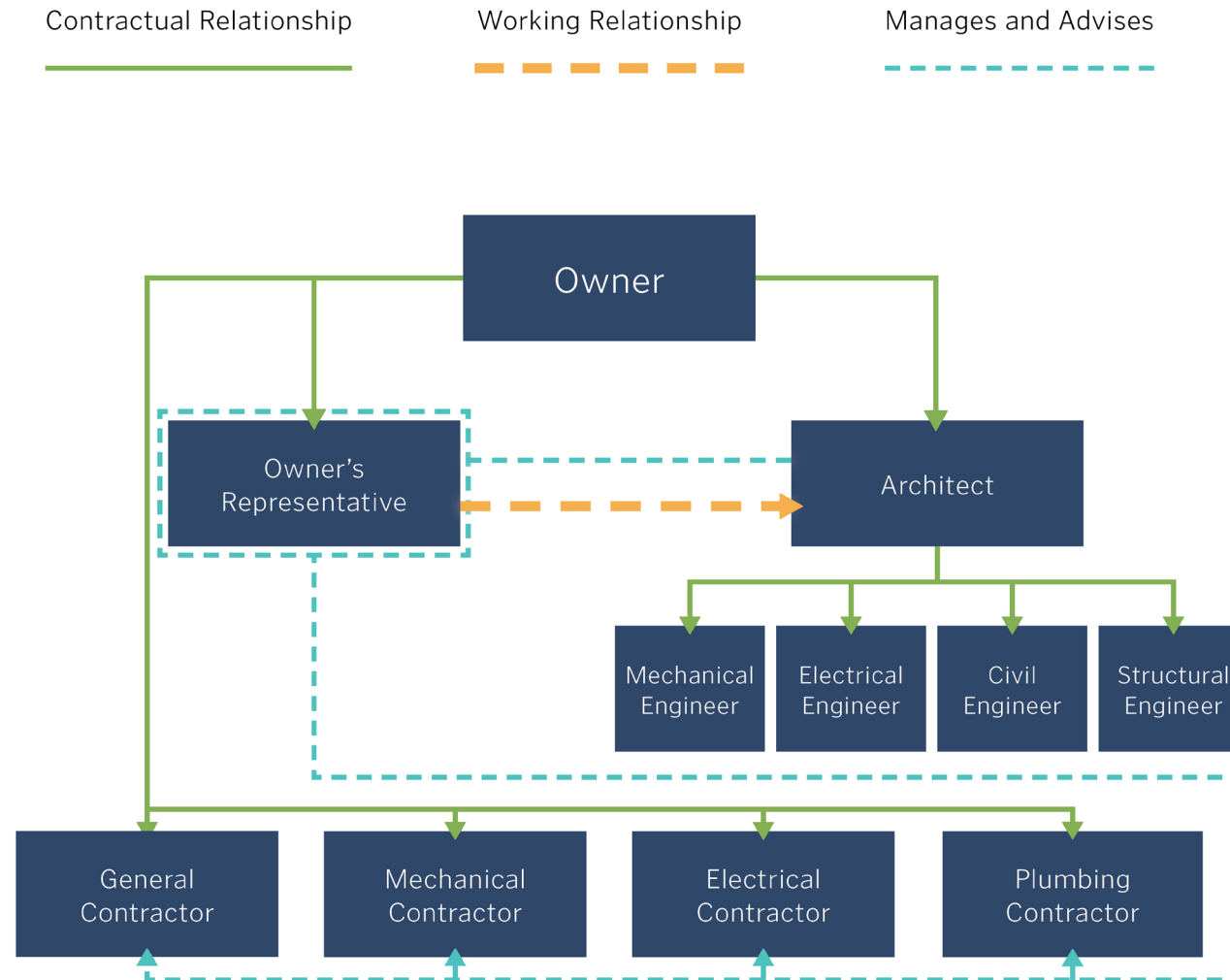
DELIVERY METHODS

ICS works with you to find the best delivery method for your project.

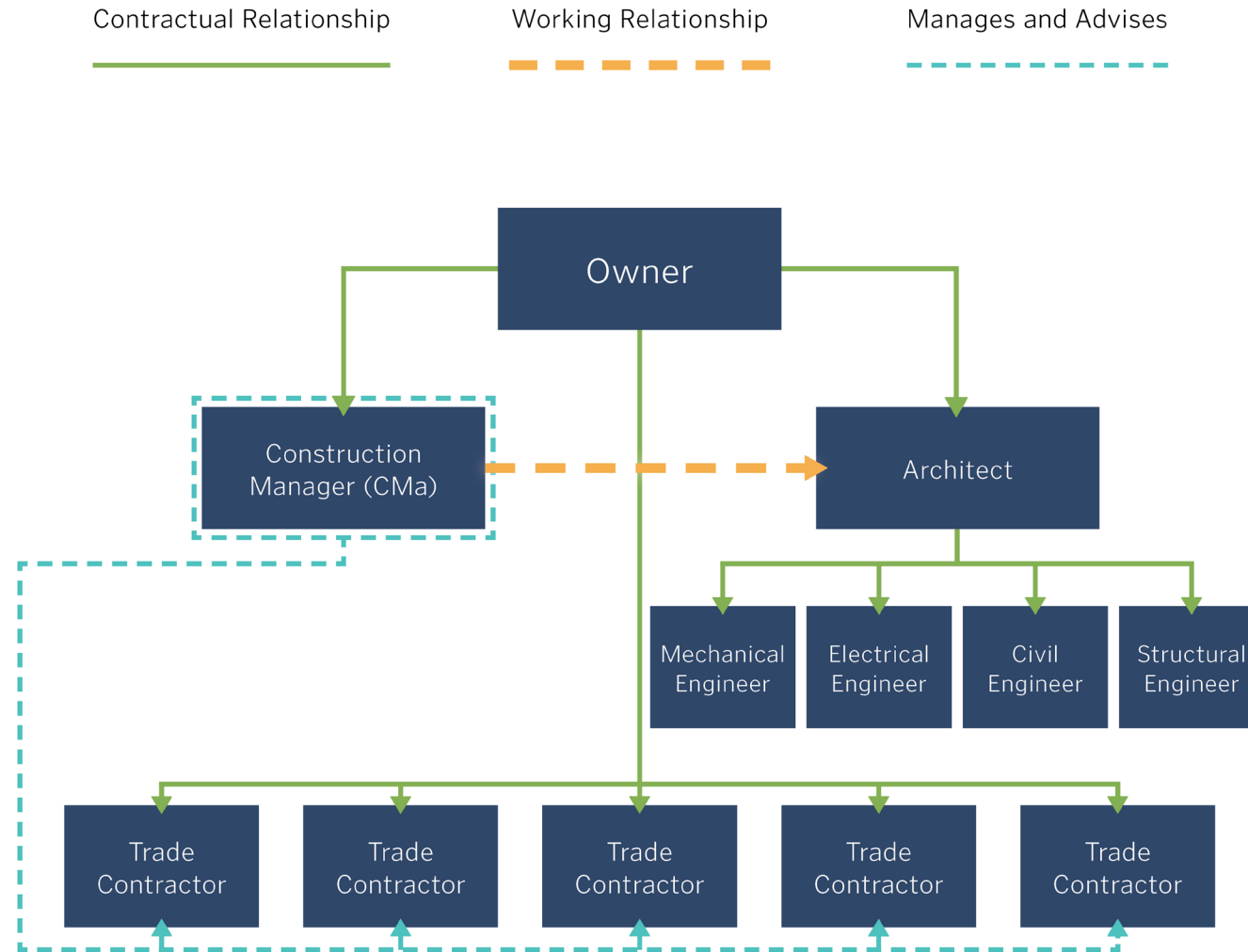
- Program management
- Owner's representation
- Construction management as agent
- Construction management at risk
- Design-build with GMP



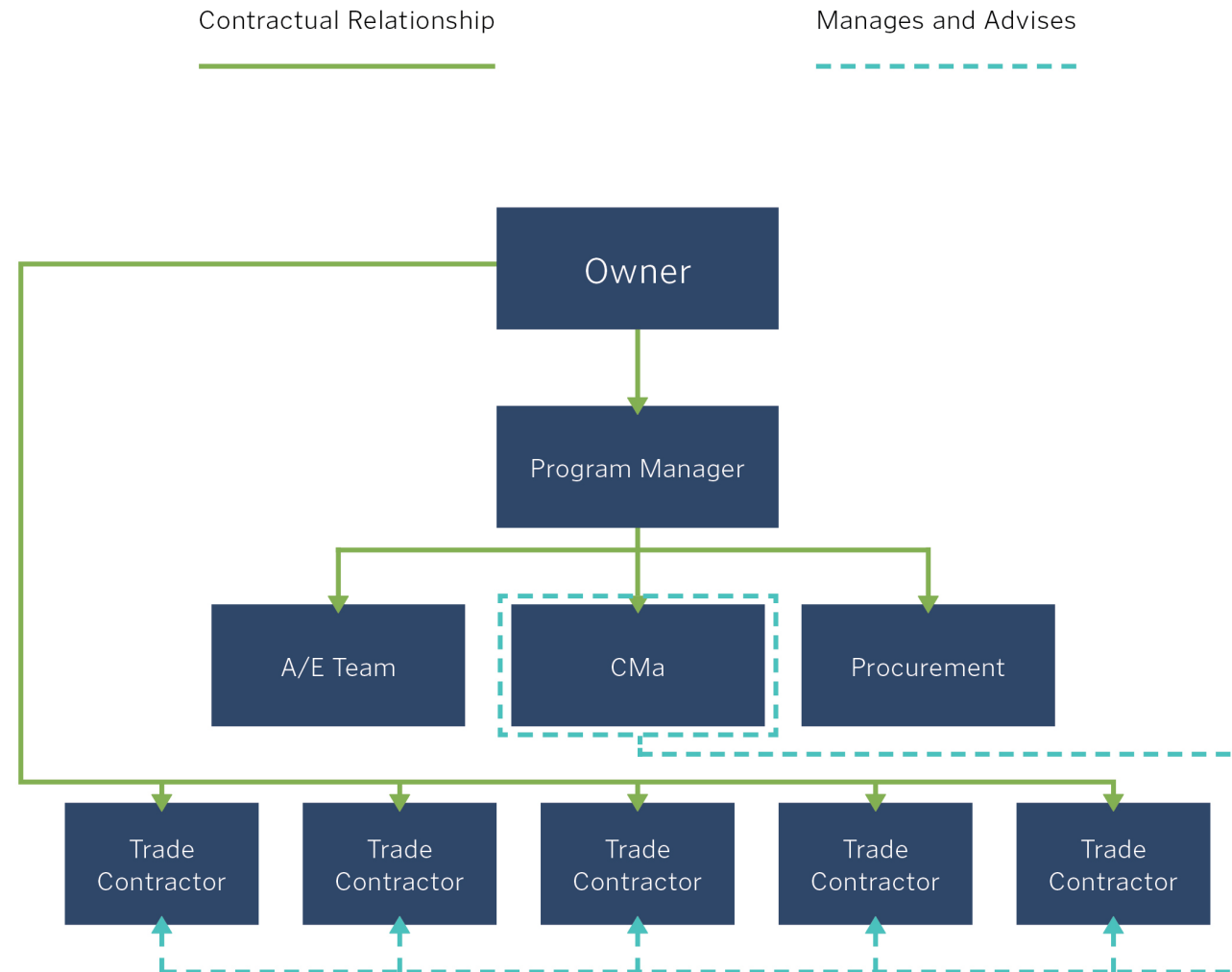
Owner's Representative (Single Or Multiple Prime) Delivery Model



Construction Management Delivery Model



Program Management Delivery Model





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STAY CONNECTED



A **LEGENCE** Company



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Stay Connected with ICS



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/ ICS Consulting, Inc.



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/ @ics_consulting_



QUESTIONS?

OUR CAPITAL PLANNING SOFTWARE

We're passionate about helping you plan for the future. When it comes to facility planning, we understand there's a lot involved, and we know there may not be an effective tool for doing that. That's why ICS created an innovative online tool for our clients' planning needs – **Capital Improvement Planning 360**.

Our tool allows you to create and manage your plan while taking the necessary steps now to implement future changes.



Web-Based Program with Secure Login and Data Retention

**Bring efficiency
to facility
planning.**

Operated by **ICS**



Email

Password

[Forgot password](#)

Login

General Information and Contact Information

ICS

Dark Mode

MU

Clients / Steele County

EditCreate Plan

GENERAL INFORMATION

Name:

Steele County

District/Department Number:

--

Address Line:

630 Florence Ave

City:

Owatonna

State:

MN

Zip Code:

55060

County:

Steele

ICS Responsible Office:

Metro-South

Client Type:

Local Government

Client Summary:

Steele County h
the City of Owa

ICS

Dark Mode

MU

Clients / Steele County

EditCreate Plan

GENERAL INFORMATION

CONTACTS

Name:

Lynn Holthus

Job Title:

Retired - Facilities Director

Phone (work cell):

507-456-9121

Email:

Lynn.Holthus@co.steele.mn.us

Facility/Location of Contact:

Government Center - Lower Level

Number of Year With Employee:

30

Name:

Jake Rysavy

Job Title:

Facilities & Fleet Director

Phone:

--

Email:

Jacob.Rysavy@CO.STEELE.MN.U
S

Facility/Location of Contact:

Government Center - Lower Level

Number of Year With Employee:

2

Comprehensive Facilities Information



^ FACILITIES

Reset Filters

Name	Square Footage	Age(s) of Facility	Occupancy	Capacity	Use	Site Acres	Replacement Cost	Link to Facility Photos	Summary of Facility
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>
County Wide Allocations									
Public Works Building	45,630	2019	85	40	Maintenance Garage	7	\$ 13,000,000		Public Works facility was just built in 2019. It serves as offices, conferen...
Law Enforcement Center	25,000	1967, 1981	50	80	Police Station	1.2	\$ 7,250,000		The LEC houses the local police station, with connected emergency...
Four Seasons Center	50,000	1971, 1994		1,200	Arena	8.5	\$ 12,500,000		Facility serves as the cities Ice arena, with 2 rinks. Rinks can be removed...
Detention Center	65,000	2002	100	240	County Jail	12.6	\$ 18,850,000		County jail that is well below capacity. Facility has a geothermal...
Courthouse Office Building	7,140	1950	39	72	Administration	0.7	\$ 1,455,250		Use to be an old funeral home with an attached apartment. Now it has...
Courthouse	26,548	1896		400	County Courthouse	1.2	\$ 14,730,000		Historic County Courthouse in use
Community Center	7,140	1971		250	County Community Center	0.5	\$ 2,300,000		The community has access to hold events at this facility
Annex-Public Health	27,027	1957	80	110	Government Facility	3	\$ 5,500,000		Houses health resources and highway department
Administration Center	50,000	1996	200	350	Government Center	4	\$ 12,000,000	Link to Photos	Government Center

Generate Useful Reports

Plan start year Funding %			2020 Funding %															
Facility	System	Component	Year out of warranty	Costs per unit	Unit	Quantity	Regional Cost	Base Amount	Component Subtotal	Self Cost	Budget Amount	Budgetary Notes		Description of components	Location of component	Funding Source	Internal Notes	
Administration Center	Electrical	Generator	2026	\$ 75,000.00	Lump Sum	1	100%	\$ 75,000	\$ 89,554	\$	\$ 89,554	Center allows 30kW @ 100% capacity (300V) generator and install		There is currently no generator onsite, installation to cover the entire system.	Capitol		There is currently no generator for covering the entire facility system.	
Administration Center	Interior Surfaces	Casework - General/Low	2027	\$ 400.00	LJ	167	100%	\$ 66,800	\$ 82,765	\$	\$ 82,765	Casework - Lowers and tops		Subsequent to major renovation project, casework was replaced. Casework is damaged by other items, cracks and scratches. Maintenance staff needs to keep an eye on this for deterioration continues.	Capitol		Number cases for level of 1000 square feet.	
Administration Center	Interior Surfaces	Flooring - Carpet	2021	\$ 6.50	Sq	5000	100%	\$ 32,500	\$ 33,475	\$	\$ 33,475	This is amount estimated by the county for replacement carpet.		This is amount estimated by the county for replacement carpet. Carpet on the 2nd floor was replaced for year 2020 for the level 1. Main level was not replaced. Carpet on second floor was replaced with 30-2000 carpet. The rest of the building is to be done the same way.	Capitol		Hard to get a price estimate with out better floor plan. The range of carpet replacement only covers the basement level.	
Administration Center	Mechanical Systems	Temperature Controls	2020	\$ 1.50	Sq	50000	100%	\$ 275,000	\$ 275,000	\$	\$ 275,000	The building has outdated, automatic controls but needs to be converted to a digital building automation system (BAS). This will allow the county to take advantage of energy saving opportunities as well as giving maintenance staff remote access and control of mechanical equipment.		Capitol				
Administration Center	Mechanical Systems	Variable Frequency Drive	2020	\$ 4,500.00	Each	1	100%	\$ 4,500	\$ 4,500	\$	\$ 4,500	VFD installed on unit, tube overhead tube control upgrade		All hardware in good condition. Unit that powers the local room is oversized and cycles too frequently. Control panel needs to be addressed and speed controlled.	Capitol		Maintenance has spare parts on hand in case of failure. The VFD could be replaced for good working order currently.	
Administration Center	Roof Systems	Roofing - EPDM	2024	\$ 10.00	Sq	9500	100%	\$ 237,000	\$ 236,746	\$	\$ 236,746	Roof is a 200-year old rubber ball system that is not to be replaced.		The roof is a 200-year old rubber ball system that is not to be replaced. The roof has areas of building and rubber patches pulling out.	Capitol			
Administration Center	Site Projects	Drainage	2023	\$ 3,660.00	Lump Sum	1	100%	\$ 3,660	\$ 3,909	\$	\$ 3,909	Estimate includes 30' drainage and 10' trench for 10' drainage. The rest of the building is to be done the same way.		There are drainage issues in the area of the building and the rest of the building is to be done the same way. Need to install drainage at the site.	Capitol		Drainage and drainage should be done when possible to prevent and preventing a disaster.	



District Name: Steele County	District: N/A	Date: 05-12-2021
District Contact for Questions on this Spreadsheet:	Email:	
Name: Jake Ryseby	Phone #: 782-951-9286	

Fiscal Year, Ending June 30th ->											
System											
Total for all District Facilities											
Health and Safety, IAC and Abatement Projects											
367 Accessibility	\$ 4,500	\$ 2,318	\$ 95,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
358 Asbestos Removal and Encapsulation	\$ 1,600	\$ 5,150	\$ -	\$ 48,115	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
352 Environmental Health and Safety Management	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
363 Fire Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
349 Hazardous Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
366 Indoor Air Quality	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
347 Physical Hazards	\$ 845	\$ 870	\$ 896	\$ 923	\$ 951	\$ 980	\$ 1,009	\$ 1,039	\$ 1,070	\$ 1,103	\$ 1,103
Total	\$ 6,946	\$ 8,338	\$ 96,377	\$ 49,038	\$ 951	\$ 980	\$ 1,009	\$ 1,039	\$ 1,070	\$ 1,103	\$ 1,103
Deferred Capital Expenditures and Maintenance Projects											
368 Building Envelope	\$ 772,182	\$ 232,618	\$ 422,600	\$ 107,530	\$ 47,049	\$ 49,898	\$ 270,329	\$ 97,595	\$ 39,805	\$ 49,605	\$ 49,605
369 Building Hardware and Equipment	\$ 172,865	\$ 47,815	\$ 49,250	\$ 393,297	\$ 69,301	\$ 53,816	\$ 413,646	\$ 57,094	\$ 58,807	\$ 73,619	\$ 73,619
370 Electrical	\$ 1,603,046	\$ 40,657	\$ 35,193	\$ 34,717	\$ 35,366	\$ 36,427	\$ 127,073	\$ 38,646	\$ 39,805	\$ 54,047	\$ 54,047
379 Interior Surfaces	\$ 41,211	\$ 217,457	\$ 320,921	\$ 141,750	\$ 115,811	\$ 38,804	\$ 39,967	\$ 123,323	\$ 190,614	\$ 322,617	\$ 322,617
380 Mechanical Systems	\$ 319,297	\$ 119,128	\$ 597,985	\$ 671,653	\$ 359,409	\$ 68,581	\$ 70,637	\$ 72,758	\$ 74,940	\$ 324,442	\$ 324,442
381 Plumbing	\$ 97,091	\$ 52,965	\$ 111,524	\$ 34,335	\$ 55,963	\$ 269,789	\$ 37,519	\$ 38,646	\$ 39,805	\$ 62,528	\$ 62,528
382 Professional Services & Salary	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
383 Roof Systems	\$ 1,300	\$ 586,482	\$ 1,444,946	\$ 332,398	\$ 266,746	\$ 226,638	\$ -	\$ -	\$ -	\$ 13,048	\$ 13,048
384 Site Projects	\$ 93,322	\$ 722,268	\$ 163,827	\$ 53,632	\$ 46,621	\$ 714,909	\$ 40,624	\$ 38,646	\$ 39,805	\$ 138,857	\$ 138,857
Total	\$ 3,100,315	\$ 2,019,390	\$ 3,146,246	\$ 1,769,312	\$ 996,266	\$ 1,458,862	\$ 999,795	\$ 466,708	\$ 483,581	\$ 1,038,763	\$ 1,038,763
Total Annual 10 Year Plan Expenditures	\$ 3,107,261	\$ 2,027,728	\$ 3,242,623	\$ 1,818,350	\$ 997,217	\$ 1,459,842	\$ 1,000,804	\$ 467,747	\$ 484,651	\$ 1,039,866	\$ 1,039,866
Total 10 Year Plan Expenditures	\$ 15,646,089										

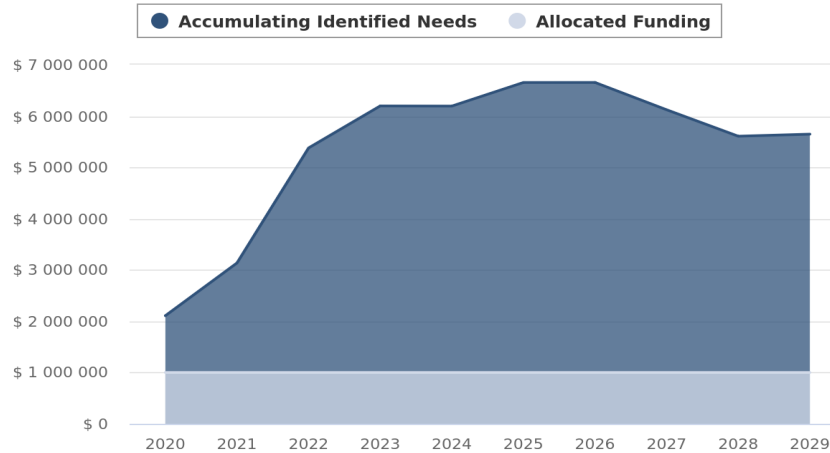
System	Administration Center	Annex Public Health	Community Center	County Wide Allocations	Courthouse	Courthouse Office Building	Detention Center	Four Seasons Center	Law Enforcement Center	Public Works Building	Grand Total
Deferred											
Building Envelope	\$ -	\$ 103,906	\$ 8,899	\$ 360,220	\$ 144,615	\$ 34,814	\$ 824,364	\$ 330,068	\$ 269,252	\$ 12,973	\$ 2,089,211
Building Hardware and Equipment	\$ -	\$ 16,700	\$ 17,052	\$ 340,859	\$ -	\$ 10,000	\$ 291,064	\$ 696,862	\$ 9,825	\$ 13,048	\$ 1,389,510
Electrical	\$ 89,554	\$ 27,650	\$ 25,372	\$ 340,859	\$ 2,900	\$ 19,445	\$ 358,292	\$ 3,500	\$ 1,164,357	\$ 13,048	\$ 2,044,977
Interior Surfaces	\$ 115,631	\$ 219,683	\$ 30,388	\$ 340,859	\$ 259,633	\$ 40,722	\$ 92,793	\$ 279,996	\$ 150,671	\$ 22,159	\$ 1,552,475
Mechanical Systems	\$ 279,500	\$ 487,909	\$ -	\$ 658,821	\$ 711,988	\$ -	\$ -	\$ 306,445	\$ 208,072	\$ 26,095	\$ 2,678,830
Plumbing	\$ -	\$ 21,900	\$ 30,897	\$ 340,859	\$ 11,091	\$ -	\$ 276,642	\$ 78,188	\$ 30,150	\$ 10,438	\$ 800,165
Professional Services & Salary	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Roof Systems	\$ 266,746	\$ 332,398	\$ -	\$ -	\$ -	\$ -	\$ 907,070	\$ 1,125,658	\$ 226,638	\$ 13,048	\$ 2,871,558
Site Projects	\$ 481,109	\$ 129,916	\$ 152,988	\$ 360,220	\$ 51,384	\$ 26,710	\$ 332,921	\$ 405,045	\$ 3,105	\$ 109,113	\$ 2,052,511
Deferred Total	\$ 1,232,540	\$ 1,340,062	\$ 265,596	\$ 2,742,698	\$ 1,181,611	\$ 131,791	\$ 3,085,086	\$ 3,225,862	\$ 2,056,070	\$ 219,922	\$ 15,479,238
Health & Safety											
Accessibility	\$ -	\$ 97,731	\$ 2,318	\$ -	\$ -	\$ 2,250	\$ -	\$ -	\$ -	\$ -	\$ 102,299
Asbestos Removal and Encapsulation	\$ -	\$ 5,150	\$ -	\$ -	\$ 45,309	\$ -	\$ -	\$ -	\$ 4,406	\$ -	\$ 54,865
Environmental Health and Safety Mgt	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Physical Hazards	\$ -	\$ -	\$ -	\$ 9,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,686
Health & Safety Total	\$ -	\$ 102,881	\$ 2,318	\$ -	\$ 45,309	\$ 2,250	\$ -	\$ -	\$ 4,406	\$ -	\$ 166,851
Grand Total	\$ 1,232,540	\$ 1,442,943	\$ 267,914	\$ 2,752,385	\$ 1,226,920	\$ 134,041	\$ 3,085,086	\$ 3,225,862	\$ 2,060,476	\$ 219,922	\$ 15,646,089

System	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Grand Total
Accessibility	\$ 4,500	\$ 2,318	\$ 95,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,299
Asbestos Removal and Encapsulation	\$ 1,600	\$ 5,150	\$ -	\$ 48,115	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,865
Building Envelope	\$ 772,182	\$ 232,618	\$ 422,600	\$ 107,530	\$ 47,049	\$ 49,898	\$ 270,329	\$ 97,595	\$ 39,805	\$ 49,605	\$ 2,089,211
Building Hardware and Equipment	\$ 172,865	\$ 47,815	\$ 49,250	\$ 393,297	\$ 69,301	\$ 53,816	\$ 413,646	\$ 57,094	\$ 58,807	\$ 73,619	\$ 1,389,510
Electrical	\$ 1,603,046	\$ 40,657	\$ 35,193	\$ 34,717	\$ 35,366	\$ 36,427	\$ 127,073	\$ 38,646	\$ 39,805	\$ 54,047	\$ 2,044,977
Environmental Health and Safety Mgt	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Interior Surfaces	\$ 41,211	\$ 217,457	\$ 320,921	\$ 141,750	\$ 115,811	\$ 38,804	\$ 39,967	\$ 123,323	\$ 190,614	\$ 322,617	\$ 1,552,475
Mechanical Systems	\$ 319,297	\$ 119,128	\$ 597,985	\$ 671,653	\$ 359,409	\$ 68,581	\$ 70,637	\$ 72,758	\$ 74,940	\$ 324,442	\$ 2,678,830
Physical Hazards	\$ 845	\$ 870	\$ 896	\$ 923	\$ 951	\$ 980	\$ 1,009	\$ 1,039	\$ 1,070	\$ 1,103	\$ 9,686
Plumbing	\$ 97,091	\$ 52,965	\$ 111,524	\$ 34,335	\$ 55,963	\$ 269,789	\$ 37,519	\$ 38,646	\$ 39,805	\$ 62,528	\$ 800,165
Professional Services & Salary	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1
Roof Systems	\$ 1,300	\$ 586,482	\$ 1,444,946	\$ 332,398	\$ 266,746	\$ 226,638	\$ -	\$ -	\$ -	\$ 13,048	\$ 2,871,558
Site Projects	\$ 93,322	\$ 722,268	\$ 163,827	\$ 53,632	\$ 46,621	\$ 714,909	\$ 40,624	\$ 38,646	\$ 39,805	\$ 138,857	\$ 2,052,511
Grand Total	\$ 3,107,261	\$ 2,027,728	\$ 3,242,623	\$ 1,818,350	\$ 997,217	\$ 1,459,842	\$ 1,000,804	\$ 467,747	\$ 484,651	\$ 1,039,866	\$ 15,646,089

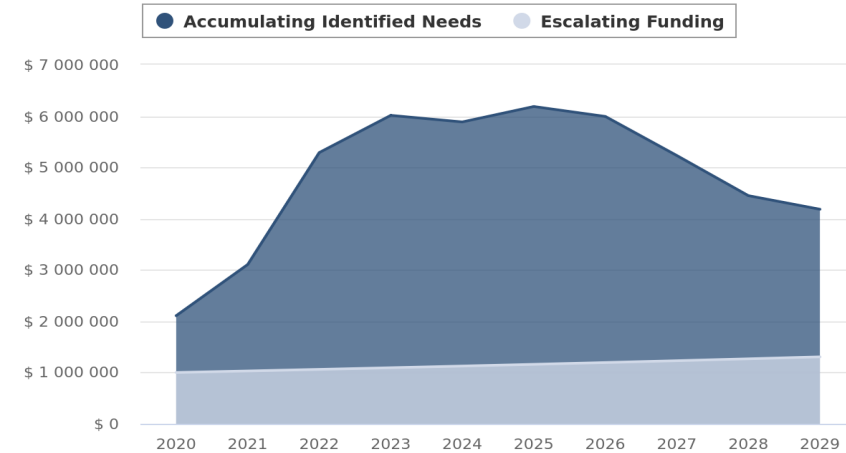
Facility	System	Component	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Grand Total
Administration Center	Electrical	Generator	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,554	\$ -	\$ -	\$ -	\$ 89,554
	Interior Surfaces	Casework - General (Lowers)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,156	\$ -	\$ -	\$ 82,156
	Interior Surfaces	Flooring - Carpet	\$ -	\$ -	\$ 33,475	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,475
	Mechanical Systems	Temperature Controls	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
	Mechanical Systems	Variable Frequency Drive (VFD)	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500
	Roof Systems	Roofing - EPDM	\$ -	\$ -	\$ -	\$ -	\$ 266,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 266,746
	Site Projects	Drainage	\$ -	\$ -	\$ -	\$ 3,999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,999
	Site Projects	Paving - Parking Lots	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 462,550	\$ -	\$ -	\$ -	\$ -	\$ 462,550
	Site Projects	Retaining Wall	\$ 14,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,560
	Accessibility	Handicap - Button Actuated, Self Op	\$ 2,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,250
Annex Public Health	Accessibility	Restrooms	\$ -	\$ -	\$ 95,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,481
	Asbestos Removal and Encapsulation	Inspections	\$ -	\$ 5,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,150
	Building Envelope	Doors - Aluminum	\$ 16,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,500
	Building Envelope	Doors - Hollow Metal	\$ -	\$ -	\$ -	\$ -	\$ 2,251	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,251
	Building Envelope	Exterior Door Hardware	\$ 8,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,100
	Building Envelope	Exterior Finishes - Paint, Stain, Coat	\$ -	\$ -	\$ 941	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 941
	Building Envelope	Other	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
	Building Envelope	Sealants	\$ -	\$ -	\$ -	\$ 5,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,512
	Building Envelope	Tuckpointing	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
	Building Envelope	Water/Air Barrier	\$ -	\$ 12,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,360
	Building Envelope	Windows - Punched	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,640	\$ -	\$ -	\$ 48,640
	Building Hardware and Equipment	Doors - Paint Door Frame	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
	Building Hardware and Equipment	Doors - Wood	\$ 13,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,200
	Electrical	Distribution / Panels	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000
	Electrical	Distribution / Panels	\$ 4,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,400
	Electrical	Lighting - Building (Exterior)	\$ 5,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,250
	Interior Surfaces	Casework - General (Uppers & Lowers)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,143	\$ 39,143

Graph Facilities Needs vs. Allocated Funding

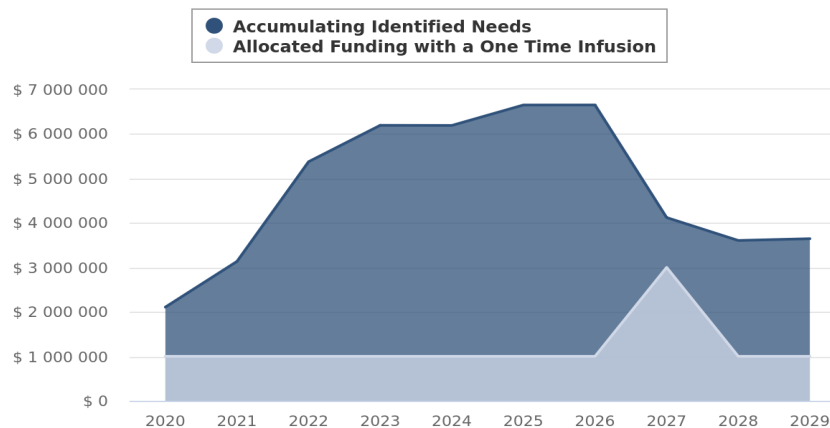
Accumulating Annual Needs vs. Allocated Funding



Accumulating Annual Needs vs. Escalating Funding



Accumulating Annual Needs vs. Allocated Funding with a One Time Infusion



Accumulating Annual Needs vs. Escalating Funding with a One Time Infusion

