LAB SCHOOL-CHILD DEVELOPMENT CENTER UNIFIED BUILDING
PROJECT
Project # 01-173-19-1573

PROJECT NARRATIVE: DESIGN-BUILD REQUEST FOR PROPOSALS
October 14. 2019

PROJECT OVERVIEW

This project includes the expansion and renovation of the existing University of Minnesota Child Development Center (UMCDC or CDC) located at 1600 Rollins Avenue in Minneapolis, which will incorporate the CDC and Shirley G. Moore Laboratory School (Lab School) into a single academically based program. The CDC is operated by the College of Education & Human Development (CEHD) and the Lab School is part of the Institute of Child Development (ICD), a department of CEHD.

This project involves demolition, renovation, and new construction to expand and renovate the existing CDC building. The resulting unified program, managed by the College of Education & Human Development, will include a total of thirteen (13) classrooms and ancillary spaces for the delivery of high quality early childhood education, improved ECE learning space for undergraduate and graduate students, enhanced research facilities, and increased community engagement classroom space.

The Institute of Child Development, founded in 1925, is considered the premier university department for the study of child development in the United States and currently is home to the Lab School. The Lab School has operated in the ICD building for 75 years serving 100 children in a half day program. The current ICD building lacks adequate space, a safe drop off and pick up area, and basic infrastructure to support the Lab School’s core academic mission of research, outreach, and provision of early childhood education.

The CDC facility, built in 1991, has not been renovated since originally constructed. The CDC provides high quality early childhood education for 140 children annually and periodically hosts research projects and ECE students. This project will provide additional space, upgraded infrastructure, and interior improvements that will meet the needs of a unified academically based program.
PROJECT GOALS

The project goals for the unified building project are:

- Unify the Lab School and CDC into one academically based program
- Provide outstanding early childhood education practice to the university community as a full day program and to the greater community in the part day program
- Improve on national and world class early childhood research facilities with the latest technologies
- Maintain CEHD ICD status as a world leader in developmental psychology
- Attract and retain high-quality faculty members and graduate students
- Support cutting-edge, interdisciplinary research in human development, early education, brain science, and other early childhood research across CEHD faculty and available to university early childhood researchers
- Create a more efficient, compliant, and sustainable facility
- Enhance the ability to cultivate partnerships and serve as a meeting place for community members through outreach opportunities.

PROJECT PROGRAM

Reference the approved Pre-Design document dated October 4, 2019.

The project program outlined below is directly from the approved Pre-Design. The project team will verify the pre-design assumptions and the University approved plan and work with the user groups to establish a final design.

Project Program:

- Thirteen (13) early childhood classrooms
- New and expanded commercial kitchen
- Touchdown workspace and new and expanded administrative space
- Two curriculum libraries
- Two multi-purpose rooms
- Teaching/observation spaces and a modern research lab suite
- Wider lobby entrance
- A smart classroom for 40-50 students and outreach activities
- A lactation room, and health/file office
- Improved technology
- Small group or conference space and support spaces
- Building code and accessibility upgrades
- Mechanical and electrical system upgrades
- Adequate storage
• Greenspace for the unified program
• Possible flexible demonstration kitchen/art room/maker space

PROJECT AREAS:

**Existing Conditions Program Areas**

The CDC at 1600 Rollins Ave SE

18,707

The Lab School at ICD

10,275

Total 28,982 GSF

**University Approved Program Areas***

Renovation at Existing Building 18,707

Addition 11,860

Total 30,567 GSF

*The University Approved Plan was vetted and budgeted during pre-design. This plan meets the overall project budget. The Visioning Plan includes areas that were eliminated due to budget constraints. The Team will also review the Visioning Plan to assess if any additional area can be added back into the project.

DESIGN

The design team shall have experience working on early childhood education projects and demonstrate that in the proposed work plan. The goal is to create an environment that fosters learning and active engagement in both the exterior and interior spaces. The team should have some knowledge of working with researchers, teachers, children and University entities.

There are several challenges and learnings from the Pre-Design that the design shall address and include as follows:

• Optimize existing space and provide as much new space as possible within the project budget
• Use of natural materials and subdued tones and colors palette
• Upgrade systems and accessibility at the existing building
• Provide a natural greenspace where disturbed by construction
• Inventory all FFE and storage in both programs to determine appropriate storage space
• Coordinate directly with the Owner procured traffic and kitchen consultants through-out the process to coordinate and design the site access and operations design and the final kitchen upgrade
• The proposed landscaping team shall have experience with early childhood education nature-based learning environments. The greenspaces disturbed by construction shall be restored as more natural
green spaces and not as manicured “play-grounds.” The team will tour the current Lab School greenspaces on the Knoll and work with University focus groups on these upgrades.

- The team shall include an arborist
- The civil team shall have experience working on storm water systems, MS4 permits, SWPPP plans and working with the City of Minneapolis and the University
- Verify pre-design code assumptions and code plan and work with the University Building Code Department during design
- The team shall work with all University stakeholders and user groups and University specified focus groups; parents, staff, researchers, teachers, facilities, energy management, parking and transportation, security, OIT, etc.

**PROJECT COST**

Total Project Cost: $11,000,000 *(includes all soft costs and construction costs)*

**PROJECT SCHEDULE**

Revised from approved Pre-Design. Reference RFP Project Planning Schedule dated October 14, 2019.

**Pre-construction Critical Dates**

- Anticipated Notice to Proceed: November 27, 2019
- UMN/Design-Build Team Kick-off: December 3, 2019 1pm-4pm (mandatory)
- Schematic Design Preliminary Review: January 23, 2020
- Final Schematic Design and Budget Complete: February 7, 2020
- Board of Regents Schematic Design Materials Complete: February 11, 2020

**Design**

- Schematic Design: December 2019 - February 10, 2020
- Design Development: February 11, 2020 - May 1, 2020
- Construction Documents: May 2, 2020 - June 15, 2020
- Issue Permit Set for Review: June 15, 2020
- Construction Administration: July 1, 2020- July 23, 2021

**Construction Project Duration and Phasing**

- Phase 1A: Prep Site for Construction- July 1, 2020
CONSTRUCTION PHASING

The project will be split into two separate phases due to the necessity of keeping the Child Development Center functional in the existing building as follows:

- **Phase 1A:** Provide temporary construction fencing and staging. This will require extensive screening between all areas to be occupied during construction and the construction zone in order to keep parents, children, and teachers safe. Reroute parking, drop-off/pick-up and main entry sequence. (Exact plan TBD during design.)
- **Phase 1:** New addition and site work.
- **Phase 2A:** Move classrooms and admin into new addition temporarily.
- **Phase 2:** Renovation at existing building.
- **Final Completion Date:** July 23, 2021.
- **UMN Commissioning:** Week of July 24, 2021
- **Move Lab School Into Building:** August 2021

SITE LOGISTICS/TEMPORARY CONDITIONS

The CDC will remain open and operational during construction. The facility provides early childhood education year-round and operates from 7:30 am to 5:30 pm. The goal is to disrupt the ongoing operations of the CDC as little as possible. The site must be safe and accessible to families, teachers and staff at all times.

**Site Prep and Temporary Entrance During Addition Construction**

- The goal is to keep the main entry at the existing building operational and accessible during construction of the addition. The team will work with the traffic consultant and the user groups to determine a safe pick-up and drop-off sequence for families. The final building addition design may be determined by these temporary condition requirements.
- All construction barricades and fences will need to be safe and secure and either plywood or chain-link fencing with mesh banners. Include mesh banners that have graphics of the new project or graphics selected by the University.
- Barricades at the playground area directly adjacent to play space shall be painted plywood and inaccessible from the play areas.
- Provide temporary parking for approximately 6 to 12 cars. Provide an accessible safe route to the main entry.
Working in The Occupied Building

- All spaces being renovated shall be temporarily separated from the spaces to remain operational. A separate entry to those spaces will be required.
- The kitchen will be closed during the renovation. The University will arrange temporary meals to be delivered.
- Teams shall have experience working in occupied building and demonstrate this in their work plans.
- Teams shall include proposed temporary access plans and proposed disruption avoidance plans in their submitted work plans.

HAZARDOUS MATERIALS AND EXISTING SITE CONDITIONS

Hazardous Materials

It is assumed that there are minimal to no hazardous materials in the existing building to be abated. The University Health and Safety Hazardous Materials group is performing another assessment at present to verify these findings. This assessment will be made available when completed.

Geo-technical and Environmental Issues

The University has already performed both preliminary geo-technical and environmental testing on the site as part of this project. Reference the geo-technical and environmental reports included in the RFP. The existing site conditions will determine the final storm water management system design as well as the overall site design.

The University will have the geo-tech consultant perform additional borings and environmental testing in the existing playground area and will make those findings available to the selected team.

Site Parameters and Zoning

The site at 1600 Rollins is owned by the University, but is bordered by City of Minneapolis streets to the west, north and east and by a privately owned party to the south. The University will engage with the City going forward by a modified Preliminary Development Review (MPDR) process to determine exact site design issues, as well as utility and storm water design criteria and solutions.

Typically, the City does not engage with the University or any development partner at the Pre-Design stage of development. The University Planning, Space and Real Estate (PSRE) group will help facilitate engagement with the City as well as the surrounding community going forward.

EXISTING BUILDING AT 1600 ROLLINS