

APPALACHIAN STATE UNIVERSITY CHILD DEVELOPMENT CENTER ADVANCE PLANNING FEASIBILITY STUDY PROFESSIONAL SERVICES PROPOSAL SOLICITATION

Appalachian State University is accepting proposals for Advance Planning Services to conduct a Feasibility Study to investigate and recommend the relocation, reconstruction, addition and/or renovation of its Poplar Grove Child Development Center. Appalachian State University, Division of Student Affairs currently operates a high quality child care facility offering affordable child care for children of students, faculty and staff. The Child Development Center is currently located on Poplar Grove Road and is licensed for 68 spaces. The new facility is targeted to expand enrollment by 100 spaces; 70% mixed ages birth through two and 30% ages three through preschool. The operations are funded by fees paid by parents/families.

The new center will provide all classroom, bathroom, kitchen, playground, and administrative space required by current child care regulations. The anticipated facility will be approximately 7,000 GSF. There is an approved project authorization for \$2,574,000. This figure is preliminary and subject to revision based on the accepted development plan. The successful Advanced Planning Service Provider will have the opportunity to continue with the project design team for the subsequent design and construction phases.

Further information on the current Program and Facility can be found at:

<https://childdevelopment.appstate.edu/>. The selected firm will enter negotiations for a Planning Services Fee Proposal that will include the following elements:

- Investigation and familiarization with the current ASU CDC program and operations. Conduct interviews with staff, management and administration. Review historical financial, enrollment and operational documents including licensing certifications, inspections and reports.
- Investigation and development of ASU CDC specific program goals and opportunities.
- Investigation and reporting on the current and future child care market, demographics, growth and trends for Boone, Watauga County and regionally.
- Prepare and present an interim investigation report to the committee for concurrence and advancement to the next planning phase.
- Develop comprehensive facility requirements based on the agreed program goals and current applicable city, county, state and federal regulations.
- Investigate, evaluate and recommend up to four options/sites for the future facility including estimated costs, schedule and critical infrastructure evaluations.
- Prepare and present recommendations to the Planning Committee and University Leadership with a multimedia presentation including 3D color graphics.

Proposals will be evaluated and scored based upon the following criteria:

- Past experience with planning and development of Child Care facilities in the region.
- Training and related experience for the proposed Planning Team.
- Ability to sufficiently staff and allocate project resources to meet agreed upon study schedule and deliverables timelines.
- Quality and applicability of the listing of previous similar projects.
- Past success and references from NC University System planning and child care projects.

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Inquiries and requests for site visits should be directed to:

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