



Proposal for Design Services PNC Grow Up Great Outdoor Classroom Grant

Month XX, 2023

Dear PNC Grow Up Great Grant Recipient,

We are pleased to submit this Proposal for conceptual design services for the PNC Grow Up Great program awardees and partners. Nature Explore is a national nonprofit program of Dimensions Educational Research Foundation, which provides research-based outdoor classroom design services, educator workshops, a certification program and field-tested natural products. We are fortunate to work with funders like you that understand the benefits of high-quality, nature-based outdoor learning environments for children. Our goal is to help support students, staff and children by making nature an integral, joyful part of daily learning.

Our multi-disciplinary team of designers and educators ("Nature Explore Team") will work in collaboration with the PNC Grant Recipient, in partnership with its PNC Client and Community Relations (CCR) Team, to develop a conceptual design for one Nature Explore Outdoor Classroom at the selected program site. Once executed, this Proposal will serve as the parties' agreement for our scope of services for the project.

We sincerely appreciate this opportunity and look forward to working with your team. Should you have any questions, please do not hesitate to contact me directly at 402-474-8514

Sincerely,

Haley Martinez
Dimensions Fundraising and Development Director

Statement of Work:

The Nature Explore Team will work with the Recipient and other community stakeholders to develop a conceptual design for **one** Nature Explore Outdoor Classroom space (per early education program site). Additionally, the Nature Explore Team will lead a hands-on professional development workshop, "Using Your Outdoor Classroom", for up to 50 participants.

The Nature Explore Team will utilize a combination of hand graphics, aerial photography, and any available site survey or building plan information to illustrate the conceptual design of the outdoor classroom. This design will be drawn to scale (typically 1"=10' or 1"=20') and can be used by most design/build landscape contractors for estimating and implementation purposes. Detailed and drafted construction documents, often needed for sites requiring a formal public bidding process, are not included in this scope of services.

The following is a detailed breakdown of services at each phase, including meetings, timing and deliverables.

Conceptual Design Phase:

Scope:

- The Nature Explore Team will design a concept-level plan for **one** outdoor classroom, in collaboration with the Recipient's stakeholder team. Stakeholder groups are typically 6-12 people consisting of lead teachers, key administrators, board member representatives, facilities and maintenance personnel, landscape contractor/builders and any additional community stakeholders. Following an informal coordination video-conference, design work will begin with a two-day in-person visit which will culminate in a draft concept plan. Following the in-person design meetings, comments and revisions will be incorporated into the final Nature Explore Outdoor Classroom Concept Design Package. While remaining budget-conscious, the plan will represent the comprehensive vision of the Recipient and stakeholders and may exceed any pre-determined budgets.

Meetings:

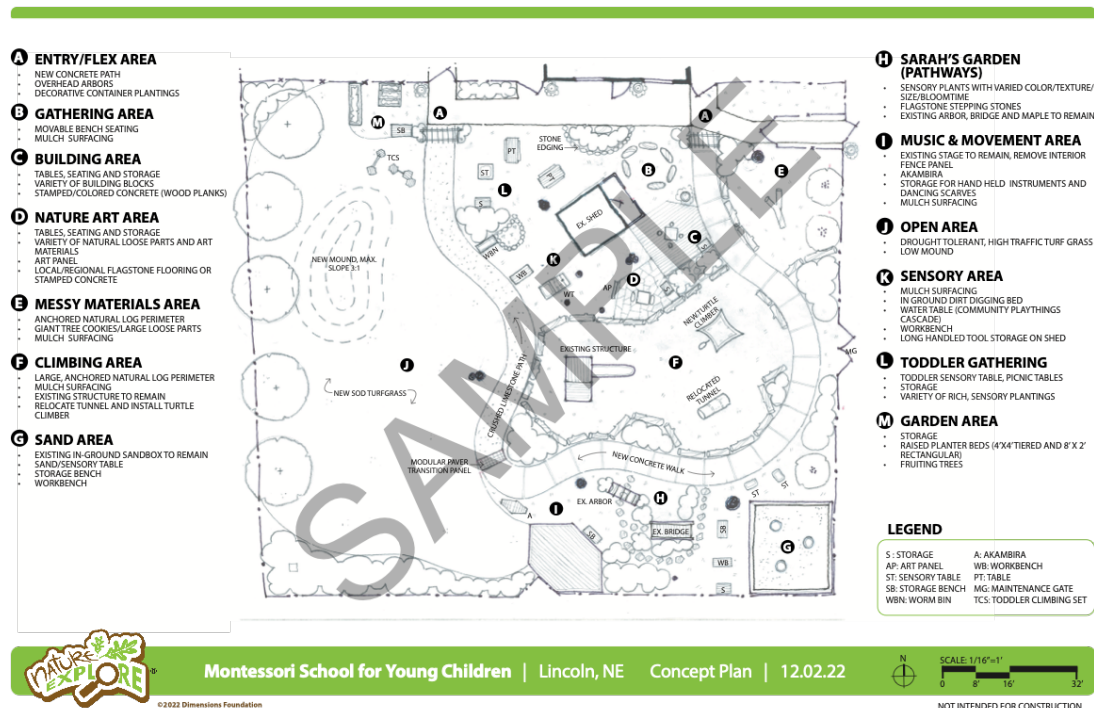
- Coordination Call (remote video-conference):
The Nature Explore Team will host a Zoom video-conference call with a small group of key stakeholders and decision makers, typically 2-3 people, to brief the team on the upcoming design process and its objectives.
- In-person Site Visit- Design Philosophy and Visioning Session (day one of two):
The Nature Explore Team will meet with the Recipient's stakeholder team, to present Dimensions Educational Research Foundation's research and design principles. A "visioning" session will be held where the design team learns of special needs, interests, and unique circumstances of the project site and program. Following this two-hour meeting, the Nature Explore Team will walk the selected space with the stakeholder group then work independently on site.
- In-Person Site Visit- Concept Presentation (day two of two):
The Nature Explore Team will present a draft version of the concept plan for review with the Recipient and stakeholder group, including recommended furnishings and equipment to create outdoor classrooms that are effective environments for teaching and learning.
- Additional Meetings:
Remote video-conference meetings will be coordinated as required, following in-person visit to review revisions and finalize concept plan.

Timing/Schedule:

- The Nature Explore Team's in-person visit will be scheduled through the Nature Explore Client Services team. The Nature Explore design team typically books design consultations between one and three months in advance.
- At least one week prior to the first in-person design meeting, the Nature Explore Team will schedule an informal coordination call with key decision makers.
- The in-person meetings will occur across a two-day period, with stakeholder meetings occurring in the morning on the first and second days.
- The final Concept Package will be delivered in PDF format via email within three weeks of final plan approval by Recipient.
- Any significant re-design as a result of changes to outdoor classroom boundaries and adjacent site components will be considered additional services and are subject to billable hourly rates.

Deliverables:

- 11x17 presentation quality, black & white, hand-drawn, to scale plan in PDF format
- 11x17 presentation quality, full color, hand-rendered, to scale plan in PDF format.
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- A material quantities estimate including area and volume calculations for bulk construction materials (for example: square feet of pavers or flagstone, cubic yards of mulch, linear feet of stone edging, cubic yards of sand and dirt, square feet of plant beds).
- A detailed written scope of work describing each area or component in the concept plan- intended to help a design/build landscape contractor develop a cost estimate and work plan.
- A list of recommended furnishings and loose parts.





- A ENTRY/FLEX AREA**
 - NEW CONCRETE PATH
 - OVERHEAD ARBOR (picture 1)
 - DECORATIVE CONTAINER PLANTINGS
- B GATHERING AREA**
 - MOVABLE BENCH SEATING (picture 4)
 - MULCH SURFACING
- C BUILDING AREA**
 - TABLES, SEATING AND STORAGE
 - VARIETY OF BUILDING BLOCKS
 - MODULAR PAVERS OR MULCH WITH SMALL WOOD PLATFORM
- D NATURE ART AREA**
 - TABLES, SEATING AND STORAGE
 - VARIETY OF NATURAL LOOSE PARTS AND ART MATERIALS
 - ART PANEL (picture 11)
 - LOCAL/REGIONAL FLAGSTONE FLOORING OR STAMPED CONCRETE (picture 7)
- E MESSY MATERIALS AREA**
 - ANCHORED NATURAL LOG PERIMETER (picture 8)
 - GIANT TREE COOKIES/LARGE LOOSE PARTS (picture 6)
 - MULCH SURFACING
- F CLIMBING AREA**
 - LARGE, ANCHORED NATURAL LOG PERIMETER
 - MULCH SURFACING
 - EXISTING STRUCTURE TO REMAIN
 - RELOCATE TUNNEL AND INSTALL TURTLE CLIMBER
- G SAND AREA**
 - EXISTING IN-GROUND SANDBOX TO REMAIN
 - SAND/SENSORY TABLE
 - STORAGE BENCH
 - WORKBENCH
- H SARAH'S GARDEN (PATHWAYS)**
 - SENSORY PLANTS WITH VARIED COLOR/TEXTURE/SIZE/BIOMASS
 - FLAGSTONE STEPPING STONES (picture 9)
 - EXISTING ARBOR, BRIDGE AND MAPLE TO REMAIN

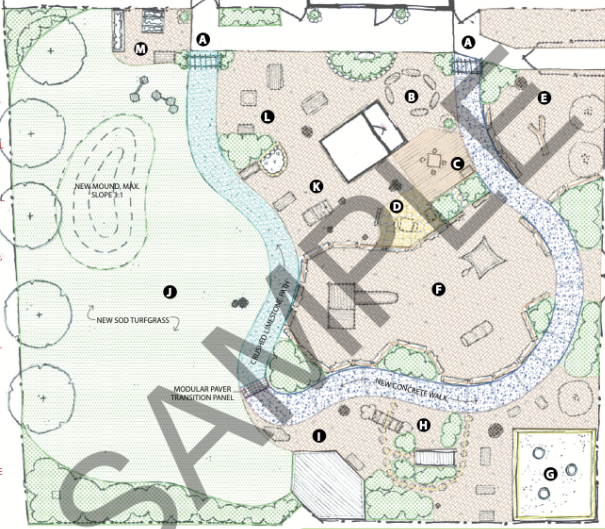


- I MUSIC & MOVEMENT AREA**
 - EXISTING STAGE TO REMAIN, REMOVE INTERIOR FENCE PANEL
 - AKAMBIRA (picture 3)
 - STORAGE FOR HAND HELD INSTRUMENTS AND DANCING SCARVES
 - MULCH SURFACING
- J OPEN AREA**
 - DROUGHT TOLERANT, HIGH TRAFFIC TURF GRASS
 - LOW MOUND
 - COMMUNITY PLAYTHINGS TODDLER CLIMBING SET (picture 5)
- K SENSORY AREA**
 - MULCH SURFACING
 - IN GROUND DIRT DIGGING BED (picture 10)
 - WATER TABLE (COMMUNITY PLAYTHINGS CASCADE)
 - WORKBENCH
 - LONG-HANDED TOOL STORAGE ON SHED
- L TODDLER GATHERING**
 - TODDLER SENSORY TABLE, PICNIC TABLES
 - STORAGE
 - VARIETY OF RICH, SENSORY PLANTINGS
- M GARDEN AREA**
 - STORAGE
 - RAISED PLANTER BEDS (4'X4' TIERED AND 8' X 2' RECTANGULAR) (picture 2)
 - FRUITING TREES

- LEGEND**
- | | |
|-------------------|---------------------------|
| S: STORAGE | A: AKAMBIRA |
| AP: ART PANEL | WB: WORKBENCH |
| ST: SENSORY TABLE | PT: TABLE |
| SB: STORAGE BENCH | MG: MAINTENANCE GATE |
| WBN: WORM BIN | TCS: TODDLER CLIMBING SET |

BASE MAP CREATED FROM MEASUREMENTS TAKEN BY HAND IN THE FIELD. NO SITE SURVEY MADE AVAILABLE AT TIME OF DESIGN CONSULTATION. Approximate quantities are for your convenience only and have been developed for cost estimation, not construction. Confirm quantities with site layout prior to ordering.

- A ENTRY AREA/WALKWAYS**
 - EXISTING CONCRETE TO REMAIN
 - +/- 975 SF CONCRETE WALKWAY, 5" WIDE
 - +/- 20 SF TRANSITION PAVERS, MEET FLUSH WITH CONCRETE WALK
 - +/- 560 SF CRUSHED LIMESTONE PATHWAYS, 3" WIDE, 2" COMPACTED DEPTH WITH GEOTEXTILE AND 4" DRAINAGE COURSE, MEET FLUSH WITH TRANSITION PAVERS
 - TWO OVERHEAD ARBORS, PERMANENTLY INSTALLED, (ADD ALTERNATE, SEE SOW)
- B GATHERING AREA**
 - EXISTING MULCH AREA TO REMAIN, ADD ADDITIONAL MULCH TO MEET FLUSH WITH CONCRETE WALK, SEE SURFACING TOTALS
- C BUILDING AREA**
 - +/- 210 SF MODULAR PAVERS, OR MULCH WITH SMALL WOOD PLATFORM
- D NATURE ART AREA**
 - +/- 140 SF IRREGULARLY SHAPED FLAGSTONE
 - ONE VERTICAL ART PANEL, PERMANENTLY INSTALLED, PROVIDED BY OWNER, SEE SOW
- E LARGE LOOSE PARTS/MESSY MATERIALS AREA**
 - +/- 635 SF EXISTING MULCH TO REMAIN, ADD ADDITIONAL TO MEET FLUSH WITH CONCRETE WALK, SEE SURFACING TOTALS
 - 33 +/- LF NATURAL LOG PERIMETER (10" 20" DIA. X 3'-8" LENGTH), STABILIZE TO PREVENT TIPPING/ROLLING @ 9" LOG OF INTEREST, SEE SOW
- F CLIMBING AREA**
 - +/- 1,650 SF EXISTING MULCH TO REMAIN, TOP OFF TO 12" DEPTH (9" DEPTH, SETTLED), TAPER TO MEET CONCRETE PATH
 - 165 +/- LF NATURAL LOG CONTAINMENT/PERIMETER (10" 20" DIA. X 3'-8" LENGTH), STABILIZE TO PREVENT TIPPING/ROLLING
 - RELOCATED FREESTANDING TUBE CLIMBER
 - INSTALL TURTLE CLIMBER (PROVIDED BY OWNER), SEE SOW
 - MAINTAIN 6" CLEAR "USE-ZONE" BETWEEN CLIMBERS AND PERIMETER LOGS, SEE NOTES ON PLAN
- G SAND AREA**
 - EXISTING SANDBOX (+/- 350 SF) TO REMAIN, REPAIR/REPLACE LUMBER BORDER (ADD ALTERNATE, SEE SOW)
 - SOURCE AND PLACE 3 LARGE STUMPS (WIDER THAN THEY ARE TALL) TO BE USED AS WORK SURFACE IN SANDBOX
 - EXISTING MULCH SURFACING, TOP OFF TO MEET FLUSH WITH CONCRETE WALK, SEE SURFACING TOTALS



- SURFACING TOTALS (MULCH)**
- GATHERING/SEATING/ARBOR: +/- 1,400 SF @ 4" DEPTH
 - MESSY MATERIALS AREA: +/- 635 SF @ 4" DEPTH
 - CLIMBING AREA: +/- 1,651 SF @ 12" DEPTH (9" SETTLED)
 - SAND/PATHWAYS/MUSIC AREA: +/- 1,130 SF @ 4" DEPTH

- H SARAH'S GARDEN (PATHWAYS)**
 - EXISTING ARBOR AND BRIDGE TO REMAIN
 - EXISTING MULCH TO REMAIN, TOP OFF TO MEET CONCRETE WALK, SEE SURFACING TOTALS
 - +/- 55 LF OF SECONDARY PATHWAYS, QUANTITY OF FLAGSTONE STEPPING STONES WILL VARY BASED ON SIZE AND SPACING
 - PLANTINGS EXISTING PLANT TO REMAIN, ADD NON-TOXIC KID-FRIENDLY "SENSORY" PLANTS, VARIED COLOR/TEXTURE/SIZE/BIOMASS, MAX. HEIGHT 30", SEE PLANT MATERIAL TOTALS.
- I MUSIC & MOVEMENT AREA**
 - EXISTING STAGE TO REMAIN, REMOVE INTERIOR FENCE PANEL, SEE SOW
 - INSTALL AKAMBIRA AS SHOWN (PROVIDED BY OWNER)
 - EXISTING MULCH TO REMAIN, ADD ADDITIONAL TO MEET CONCRETE WALK, SEE SURFACING TOTALS
- J OPEN AREA**
 - +/- 5,355 SF NEW SOD (HIGH TRAFFIC, DROUGHT TOLERANT), STRIP EXISTING MULCH (STOCKPILE FOR REUSE IN OTHER AREAS), ADD 6" TOPSOIL, AMEND WITH COMPOST.
 - LOW MOUND, MAX SLOPE 3:1 (ADD ALTERNATE, SEE SOW)
- K SENSORY AREA**
 - EXISTING MULCH TO REMAIN, SEE SURFACING TOTALS
 - DIRT DIGGING BED: 30 +/- LF STONE LINED PERIMETER, 8"-12" SMALL BOULDERS
 - 30 +/- SF FRABLE SOIL AT 12" DEPTH (1.1 CY)
- L TODDLER GATHERING**
 - EXISTING MULCH TO REMAIN, TOP OFF TO MEET CONCRETE WALK, SEE SURFACING TOTALS
 - +/- 30 LF STONE EDGING AROUND ADJACENT PLANT BED, SEE SOW
- M GARDEN AREA**
 - EXISTING MULCH TO REMAIN, TOP OFF TO MEET CONCRETE WALK, SEE SURFACING TOTALS
 - FILL WOOD PLANTER BOXES WITH 4" DRAINAGE GRAVEL, MIX OF TOP SOIL, POTTING SOIL AND COMPOST, SEE SOW.

- PLANT MATERIAL**
- 1,800 +/- SF PLANTING BEDS, AMEND SOIL AS NEEDED
 - ADD 3" LAYER HARDWOOD LANDSCAPE MULCH
 - MIX OF GROUND COVER, 12-30" HGT. PLANTS, ORNAMENTAL GRASSES AND SMALL SHRUBS, SEE SOW
 - MAINTAIN VISIBILITY THROUGHOUT SPACE
- SF: SQUARE FEET
LF: LINEAR FEET
CY: CUBIC YARDS
EWF: ENGINEERED WOOD FIBER
SOW: SCOPE OF WORK

MONTESSORI SCHOOL FOR YOUNG CHILDREN SCOPE OF WORK- DRAFT 01.30.23

BASE BID (including mulch & bed prep).....\$ _____
 (plant allowance to be determined following submission of initial bid)

ADD ALTERNATE #1- Integral color in concrete sidewalk.....\$ _____
 ADD ALTERNATE #2- Modular Paver Transition\$ _____
 ADD ALTERNATE #3- Arbor installation (price per arbor).....\$ _____
 ADD ALTERNATE #4- Building Area: Modular Pavers\$ _____
 ADD ALTERNATE #5- Rebuild Sandbox Frame\$ _____

GENERAL CONDITIONS

- Contractor is responsible for locating and protecting all existing utilities as applicable.
- Contractor shall work with owner to coordinate schedule and site access.
- Contractor is responsible for final construction. Nature Explore shall have no liability or responsibility for actions or inaction in connection with any Nature Explore items or any damage or liability that arises during construction or use.
- Contractor is responsible for protecting all existing trees. Coordinate with owner on protection plan.


CONCEPT PLAN DESIGN IS BASED ON HAND-WHEELED FIELD MEASUREMENTS. NO SURVEY INFORMATION MADE AVAILABLE TO THE DESIGN TEAM AT TIME OF CONSULTATION. FINAL LAYOUT MAY VARY FROM CONCEPTUAL DESIGN BASED ON CONDITIONS IN THE FIELD. MATERIAL QUANTITIES AND VOLUMES ARE FOR ESTIMATING PURPOSES ONLY. **CONFIRM PROJECT PRICE AND FINAL QUANTITIES WITH FIELD LAYOUT PRIOR TO ORDERING AND INSTALLATION OF CONSTRUCTION MATERIALS. Confirm with Owner actual project cost with initial estimate to determine any necessary budget adjustments.**

GENERAL DEMO/SITE PREP (Includes but may not be limited to...)

- Care should be taken to protect all utilities and existing trees.
- Limited earthwork/excavation as needed for installation of proposed surfaces, sod, concrete footings, and to maintain positive drainage. Prepare subgrade as needed to install pathways.
- Final plan layout may vary from conceptual design based on conditions in the field. Adjust layout as needed per field conditions and to maintain existing drainage patterns. Confirm final layout with Owner.

Standard practice. Meet flush with existing (). Meet ADA requirements (5' +/-) +/- 975 SF
 light to medium brown) Confirm final

ed limestone (1/4" minus plus fines)
 drainage course, install over edging. Taper edges to allow conditions-eliminating trip hazards.

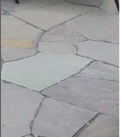


tion (2' x 5') between concrete (standard practice). +/- 20 SF

ed to meet flush with concrete and prevent trip hazards cause by settling. **Determine current mulch depths**


limbing Area and Messy Materials **Remove mulch depths during site visit** to meet flush with entry points.

ne, per local standard practice. Jointers (max. threshold 1/8"). Slope for



ation.

wood arbor (provided by owner). Exact



COMPACTED CRUSHED LIMESTONE PATH
 not to scale

Professional Development Workshop

Scope:

- As part of the design consultation, Nature Explore will conduct a three-hour workshop for no more than 50 of your staff members, community members, administration, volunteers, and parents. During the workshop, titled "Using Your Outdoor Classroom", we will discuss fun and engaging hands-on experiences, and participants will gain techniques for using outdoor classrooms as an integral part of children's daily learning.
- Open-ended loose parts used during the workshop will remain with the Recipient's early education program partner to get them started on nature-based learning outdoors.

Meetings:

- While the design meetings are typically a smaller group of 6-12 stakeholders, the workshop allows for up to 50 participants.

Timing/Schedule:

- The in-person "Using Your Outdoor Classroom" workshop is three hours long and typically takes place in the afternoon or early evening on day one of the two-day design consultation.
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Post Design Services/On-going Support:

Scope:

- As part of executing the outdoor classroom concept plan, the Recipient, in partnership with its early education program partner, will be responsible for identifying and engaging with a local design/build landscape contractor, or, if using only volunteers, the person who will manage the project.
- The Nature Explore Team will be available to clarify the design intent of the conceptual plan including creating a written scope of work.
- Total project cost has many variables, including the size of the space being designed, the existing site conditions including any necessary demolition, the need for fencing or irrigation, and the overall scope of the design. If the estimated project cost exceeds the available budget, the Nature Explore Team can advise the Recipient and their contractor on what to prioritize in order to work within the available budget without compromising the overall function of the outdoor classroom.

Meetings:

- The Nature Explore Team will meet via Zoom video-conference with the Recipient and their selected landscape contractor/project manager to review the plan and the written scope of work to assist with the cost-estimating process.
- This meeting can be recorded if the Recipient is working with several contractors to receive multiple-bids.

Timing/Schedule:

- Depending on the Recipient's schedule and construction timeline, this support may be needed shortly after the design consultation, or may be the following year or beyond.

Additional Services/Fee Rates:

Should work outside this scope be requested, it will be considered additional services. Prior to completing any work outside the scope, an addendum to this proposal, with adjusted fees will be sent and agreed to by both parties.

Payments, Terms and Fees:

The following are Dimensions' fees for these services:

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|---|----------|
| ○ Outdoor Classroom Design Consultation | \$15,000 |
| ○ 3-hour Educator Workshop | \$5,000 |

TOTAL FEES	\$20,000
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- A 50% deposit of \$10,000 will be due upon booking and to reserve preferred design consultation dates. Nature Explore will retain \$750 in the event of a cancellation.
- 40% of fees, \$8,000 will be due at time of design consultation.
- 10% remaining balance of \$2,000 will be due prior to delivering the final design package.

Agreement:

By signing below, the Parties agree they have read, understood, and will comply with the terms listed in this design contract.

NATURE EXPLORE REPRESENTATIVE:

Printed Name: _____

Signature: _____ Date: _____

RECIPIENT:

Printed Name: _____

Signature: _____ Date: _____