



Request for Qualifications

For

Elk Grove Civic Center Public Art Project Phase II

**City Clerk's Office
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, CA 95758**

**Statement of Qualifications deadline is
Thursday, November 8, 2018, 4:00 p.m.**



**City of Elk Grove
Elk Grove Civic Center Public Art Project Phase II
CALL TO ARTISTS
Deadline: Thursday, November 8, 2018, 4:00 p.m.**



REQUEST FOR QUALIFICATIONS (RFQ): The City of Elk Grove invites artist/artist teams to submit their qualifications for the following public art opportunity at the Elk Grove Civic Center:

1. Sculpture representing *music*: \$25,000 budget

APPLICATION DEADLINE: Thursday, November 8, 2018, 4:00 p.m.

PROJECT OVERVIEW: The City is developing a multi-phased Civic Center on 56 acres just east of Big Horn Boulevard and south of Elk Grove Boulevard. The project is broken into various phases with the first-phase including an Aquatics Complex, Commons Area, and a Community Center which includes a Senior Center and Veterans Hall. Future planned phases include a children’s museum, library, performing arts center, and nature preserve. Once complete, these facilities combined will provide a new hub in Elk Grove with recreational spaces and experiences serving all ages.

Four exterior works of art have already been commissioned for placement along the primary pathway through the center of the Civic Center complex, called the “Commons Area”. The remaining work of art to be commissioned, a sculpture representing “music” will also be placed in the Commons.

Commons Area: The Commons is designed to serve as an outdoor gathering space for the Elk

Grove community. In addition to the various flanking building indoor/outdoor spaces such as cafes and concessions, the Commons is activated by a small stage, splash fountain, picnic tables, bocce court, fire pit and informal lawn carpets. The Commons' two parallel walks are sized for hosting farmers' markets and community festivals. The outdoor setting for the Civic Center is envisioned as a grand, walkable Campus Park, with vegetation, colors and textures drawing inspiration from the site's many existing trees and open meadow as well as the context of the Cosumnes River and Central Valley.

When completed, a total of five artworks will be installed along a pathway in the commons areas, creating an "Avenue for the Arts." Four of the artworks along this pathway will conceptually represent the artistic disciplines of music, dance, visual arts, and literature. Exhibit 1 below illustrates the locations of the artworks with the red circle representing placement of the music sculpture.

EXHIBIT 1: Artwork Locations



EXHIBIT 2: Civic Center Renderings



OBJECTIVES: Public art at the Civic Center is meant to create an engaging and exciting atmosphere for both the interior and exterior spaces. The commissioned artwork should engage and challenge the public, be distinctive, and inspire curiosity and conversation.

BUDGET: Project budget is below. The total project budget includes all costs to design, fabricate, and install the artwork.

1. Sculpture conceptually representing *music*: \$25,000

ARTIST ELIGIBILITY: The selected artist/artist team must be available to begin work immediately and complete the project by July 2019.

EVALUATION CRITERIA: Criteria for selection of the artist/artist team includes but is not limited to the following:

- An ability to work collaboratively with other design professionals, stakeholders and staff.
- Demonstrated successful creative, innovative, and effective approach in comparable projects.
- Artist's ability to carry out the commission, keep the project within budget, and to complete and install the work on schedule.
- Artist's knowledge of and ability to work with durable materials that are appropriate for long-term exposure in a public environment and that require minimal care and long-term maintenance.
- A proven mastery or skill in at least one artistic medium.
- Ability, evidenced by past work and experience, to create an artwork that meets the objectives described above.
- Assessment of client references.

SELECTION PROCESS: Qualifications will be evaluated by a Review Committee comprised of two (2) members of the City's Arts Commission, the project Landscape Architect (or representative), and at least two (2) arts professionals. Based on artist/artist team qualifications, the Review Committee may select up to three finalists to prepare proposals. These recommendations will be reviewed by the Elk Grove Arts Commission for concurrence and feedback prior to issuing Service Purchase Orders to the selected finalists.

Selected finalists will be invited to visit the project site and meet with the Design Team so that they can better understand the scope of the project. The Service Purchase Orders will pay the artists/artist teams to prepare a project proposal for the artwork.

The Review Committee will review proposals and make recommendations to the Elk Grove Arts Commission. The Elk Grove Arts Commission will review the Review Committee's recommendations and make recommendations to City Council. The recommended proposal will then be approved by the Elk Grove City Council.

Step one: Request for Qualifications (RFQ) distributed nationally.

Step two: The Review Committee will select up to three finalists based on the quality of the artist/artist teams past work and qualifications.

- Step three:** The Review Committee’s recommendations will be sent to the Elk Grove Arts Commission for review and approval.
- Step four:** Selected finalists will be invited to tour the site, meet with the project design team to understand the scope of the project, and issued a Service Purchase Order to prepare a formal project proposal.
- Step five:** The Review Committee will review the proposals and make recommendations to the Art Commission.
- Step six:** The Arts Commission will review the Committee’s artist proposal recommendations and make recommendations to the Elk Grove City Council.
- Step seven:** Elk Grove City Council approves or disapproves contract for construction of the artwork.

TIMELINE

Statement of Qualifications due	November 8, 2018, 4:00 p.m.
Review Committee Selects Artists	November 2018
Site Visit	November 2018
Proposals Due	January 18, 2019
Proposal Review by Committee	January 2018
Elk Grove Art Commission Review	January 2019
Contracts to Elk Grove City Council	February 2019
Selected artist/artist team given notice-to-proceed	February 2019
Fabrication of artwork	March 2019 - July 2019
Artwork installed	July 1, 2019

APPLICATION: The application is on page 8. Please complete the application and mail, submit electronically, or hand deliver to the address listed on the application by the deadline of Thursday, November 8, 4:00 pm.

LATE SUBMISSIONS: Submissions arriving after the specified date and time shall not be considered. Applicants assume responsibility for timely submission of their statement of qualifications.

WITHDRAWAL OR MODIFICATION OF SUBMISSION: Once the submission has been accepted by the City, Artists may withdraw the submission but will NOT be able to modify it.

ACCEPTANCE AND REJECTION: The City reserves the right to accept any submission, reject all submissions, and to call for new submissions or dispense with the submission process in accordance with the Elk Grove Municipal Code.

EVALUATION AND AWARD: This RFQ is to assess qualifications **ONLY**. Applicants are not required to submit a specific proposal for the artwork initially. If selected as a finalist, artist/artist teams will be invited to create a proposal. One site has been identified for public art. Evaluation shall be made based on the evaluation criteria listed above. A contract may be awarded to an artist/artist team who best meets the City’s needs. Nothing herein obligates the City to award a contract to any responding artist/artist team. Any contract awarded will be non-exclusive, and the City reserves the right to award contracts to an artist/artist team in the City’s sole discretion.

REGISTER WITH THE CALIFORNIA SECRETARY OF STATE:

Unless Service Provider is a sole proprietorship, Service Provider must be registered and in good standing with the California Secretary of State within 14 days following notification of the City's intent to award a contract to Service Provider and prior to execution of a final contract. Failure to timely register with the Secretary of State may result in the City awarding the contract to another Service Provider. Additional information regarding the registration process may be found on the Secretary of State's website at: <https://businesssearch.sos.ca.gov/>.

DISCLOSURE OF SUBMITTED MATERIALS: After selection and execution of the contracts, (or prior thereto if required by law) all information and materials provided in each submittal received is subject to disclosure through a Public Records Request pursuant to the California Public Records Act, or otherwise as may be required by law. The City, in its sole discretion, may release any submitted materials, regardless of whether such materials are marked by respondents as confidential or otherwise as protected.

WAIVER OF IRREGULARITIES:

The City retains the right, in its sole discretion, to waive any irregularities in submittals that do not comply with the strict requirements of this RFQ, and the City reserves the right to award a contract to an artist/artist team submitting any such non-compliant submittals, all in the City's sole discretion.

CONFLICT OF INTEREST STATEMENT

Artists/artist team must declare any activities or relationships that might create a conflict of interest for the artist/artist teams or the City, and, if such activities or relationships exist, a description of the facts, legal implications, and possible effects sufficient to permit the City to appreciate the significance of the conflict and to grant any conflict waiver, if appropriate and necessary.

Music Opportunity

Artist's Name: _____

Address: _____

E-mail Address: _____ **Phone:** _____

I HAVE ENCLOSED OR ATTACHED THE FOLLOWING:

- _____ Resume (four (4) pages maximum)
- _____ A brief cover letter (no more than one page) explaining why you are interested in this project.
- _____ Ten (10) images of past work. Images can be JPEG or in a PowerPoint program presentation format.
- _____ Annotated Image List:
A numbered list of corresponding submitted images that includes the artwork title, date, medium, and dimensions.

APPLICATION DEADLINE: Thursday, November 8, 2018, 4:00 pm

SEND APPLICATION TO: Qualifications must be submitted by mail or hand delivered to the Office of the City Clerk by 4:00 p.m. on Thursday, November 8, 2018 at the address below:

Civic Center Public Art Project
Office of the City Clerk
CITY OF ELK GROVE
8401 Laguna Palms Way
Elk Grove, CA 95758

Qualifications may also be emailed to the City at the following email address:
EGCC@elkgrovecity.org

Questions? Questions regarding this RFQ are to be directed by e-mail to: EGCC@elkgrovecity.org. Such contact shall be for clarification purposes only.