

REQUEST FOR QUALIFICATIONS
City of Fort Collins, Colorado
Art in Public Places Program (APP)
Horsetooth and College Intersection Project
Budget up to \$23,000

The City of Fort Collins, Colorado, Art in Public Places Program seeks to commission an artist/team to work with the *Horsetooth and College Intersection* project team. The artist will collaborate with the project team in developing site specific art element(s) to incorporate into the site.

SUBMISSION INFORMATION

Qualifications will be received at the City of Fort Collins' Purchasing Division, 215 North Mason St., 2nd floor, Fort Collins, Colorado 80524.

Art in Public Places Program
Horsetooth and College Intersection Project
Proposals must be received before 5:00 p.m. (our clock), September 13, 2017
Final Selection: September, 2017

Applications may be emailed (preferred) to:
purchasing@fcgov.com

Type **Horsetooth and College Intersection Project** in the subject line
(Request an acknowledgement email)

Or mailed to:

***Horsetooth and College Intersection
Project***

City of Fort Collins Purchasing Division
P.O. Box 580
Fort Collins, CO 80522

Or hand-delivered to:

***Horsetooth and College Intersection
Project***

City of Fort Collins Purchasing Division
215 N. Mason
Fort Collins, CO 80524

CONTACT INFORMATION

Questions concerning the scope of the project should be directed to Ellen Martin at (970) 416-2789.

Questions regarding submittal or process should be directed to Gerry Paul (970) 221-6779.

PROJECT

The City of Fort Collins, Colorado, Art in Public Places program is seeking an artist/team for an intersection project. The selected artist will collaborate with the Project Team to develop site-specific artwork(s) for the Horsetooth and College Intersection Project. The selected artist/team will help to identify and design artistic experiences that engage the community. Artist will start meeting with project team after selection.

The project will offer improvements aimed at reducing congestion and mitigating safety concerns.

Safety & Durability — The work is intended to be a permanent addition to the City of Fort Collins. Design and installation must consider that the work will be situated in a public location and subject to the elements and potential vandalism.

Site — The project is located in Fort Collins, CO.

ELIGIBILITY

This project is open to all professional artists/artist teams, legally residing in and authorized to work in the United States. Artist/Teams must be able to work effectively and collaboratively with the project's design team selected by the City of Fort Collins.

MEDIA

All media appropriate to the project will be considered.

BUDGET

The total contract amount for all applicable expenses, which includes all fees for consulting with the design team, the design, execution, transportation, site preparation, and installation of all artwork selected as well as a project plaque, shall be an approximate amount up to \$23,000. This budget will also include any travel expenses.

SELECTION PROCESS

A selection committee may consist of members of the APP Board, representatives from the Horsetooth and College Intersection Project team, and a City Purchasing Department representative. The committee will review application materials and make a final recommendation. The Fort Collins City Council gives final approval. The selection committee reserves the right to reject any or all entries at any time in the review and selection process.

The artist will have a design contract and work with the project team to develop concepts for the site and then create a detailed proposal, budget and timeline for the art element(s). Final approval is required from the APP Board and the Fort Collins City Council. Depending on the final design/materials of the project, the artist may be awarded the contract to fabricate the project.

SELECTION CRITERIA

1. Suitability of the artist/team to the project as demonstrated in resume and letter of intent.
2. Quality of artist's/team's previous work as demonstrated in digital images and references.

CONTRACT

Upon selection and final design approval, the artist must complete a contract with the City of Fort Collins. All finished work shall be faithful to the drawings, design, concept and budget as approved by the APP Board and the Fort Collins City Council. Progress reports and payments will be made as contracted, with final payment to be made upon installation and acceptance by the City of Fort Collins.

APPLICATION MATERIALS TO BE SUBMITTED

Please submit one (1) copy of the following materials:

1. **Current resume** (max. 2 pages) outlining your professional accomplishments as an artist.
2. **A one page letter of intent.** Please write about your past experiences working in a design team process.
3. **Image list** including artist name, title, media, dimensions, location, date, cost, and description of the artwork. (Please don't include project images on list)
4. **Three (3) References:** Names, phone numbers, and email addresses of three references who can speak to your experience as an artist and past public art projects.

In addition to the above materials please also submit:

1. **Eight (total) digital images** of relevant work completed within the past ten years. Digital images should be submitted in a jpeg format compatible with a PC at 200-300 dpi. When opened, each image file should appear in the proper orientation. Please label each image with artist's last name and image number matching the artist's image list.

Submission materials will not be returned.

Do not include a proposal, graphic rendering or illustration with this application.

Submissions must be complete or will not be reviewed.

NOTICE

All proposals submitted must meet all applicable City codes and Charter requirements. The City of Fort Collins reserves the right to reject all proposals and to waive irregularities or informalities. Artists are not to contact the project community/neighborhoods for an APP project unless arranged through Ellen Martin, APP Coordinator for the City.

Sincerely,

Gerry Paul
Purchasing Director