

REQUEST FOR QUALIFICATIONS

City of Fort Collins, Colorado

Art in Public Places Program

7112 Art in Action Project

Budget: determined by project, up to \$45,000
and may be divided between more than one artist

The Downtown Development Authority, in cooperation with the City of Fort Collins Art in Public Places Program, seeks to commission an artist or team of artists who reside in Colorado to work with the *Art in Action* project team. The goal of this project is to create a Downtown attraction of an artist working on site in Old Town Square, Fort Collins, CO and to install the resulting artwork in the Downtown Fort Collins area.

SUBMISSION INFORMATION

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

Proposals must be received before 5:00 p.m. (our clock), Feb 26, 2010.

Selection: March, 2010

Mailed applications should be sent to:

7112 Art in Action Project

City of Fort Collins Purchasing Division

P.O. Box 580

Fort Collins, CO 80522

Hand-delivered applications should be brought to:

7112 Art in Action Project

City of Fort Collins Purchasing Division

215 N. Mason

Fort Collins, CO 80524

A copy of the Proposal may be obtained as follows:

1. Download the RFQ 7112 from the City of Fort Collins Purchasing Page, www.fcgov.com/purchasing
2. Come by Purchasing at 215 North Mason St., 2nd floor, Fort Collins, and request a copy of the RFQ.

CONTACT INFORMATION

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

Questions regarding submittals or process should be directed to James B. O'Neill II, CPPO, FNIGP (970) 221-6775.

PROJECT

DESCRIPTION

The Art in Action Project is seeking an artist(s) to work on site in Old Town Square, Fort Collins, during the summer months of 2010. The artwork should be designed to allow visitors to the Square an opportunity to engage with the artist(s) while they are working on site. The Downtown Development Authority is seeking a personable artist who welcomes this interaction.

The goal of this project is to create an interactive “Art in Action” event, with an artist working on site in Old Town Square and resulting in a site specific artwork to be placed in one of the newly created alley enhancement projects or in the Downtown area. If the nature of the artwork allows, it may remain in Old Town Square through the winter months for added interest. The artist(s) will work with the project team to develop the art concept and the location for final placement of the artwork. The materials and process for creating the artwork should be appropriate for on-site fabrication in an outdoor public venue.

Safety & Durability - The artwork is intended to be a permanent addition to Downtown Fort Collins. Choices about design, fabrication and installation must take into account that the work will be situated in a public location and subject to the elements and potential vandalism.

Site – The project area is located in Old Town Fort Collins, Colorado.

ELIGIBILITY

This project is open to all artists/artist teams that reside in Colorado. The artist must be willing to work with the design team selected by the Downtown Development Authority and able to create the artwork in Fort Collins Old Town Square with the interaction of the viewing community during the time period specified. The Selection Committee will consider applications and select an artist or artists for this project.

MEDIA

All media will be considered. Materials must be appropriate for fabrication in an exterior public venue.

BUDGET

The total contract amount for all applicable expenses, which includes all fees for consulting with the design team, the design including all materials, equipment and tools to execute the design, fabrication on site for a minimum of 25 hours a week (must include some weekends) for up to 3 1/2 months, transportation, site preparation, and installation of all artwork selected as well as a project plaque, shall be an amount up to \$45,000. This budget is all inclusive and should include any travel expenses. Budget will be determined by final art concept. The Selection Committee can, at its discretion, choose to divide the time and budget between more than one artist.

SELECTION PROCESS

The Selection Committee may consist of members of the DDA Board and staff, Design Consultants for the Alley Enhancement Project, APP Board members and a City Purchasing Department representative. The committee will review application materials and select finalists to interview. The Selection Committee reserves the right to reject any or all entries at any time in the review and selection process.

An artist or artists will be chosen after interviews. The artist(s) will work with the project team to develop a detailed project proposal, budget and timeline. Contingent upon final approval of the proposal, budget and timeline, the artist will be awarded the contract for an amount up to \$45,000 for this project. If the design is not approved, the artist will be paid a design fee of \$1,000.

SELECTION CRITERIA

1. Suitability of the artist to the project as demonstrated in resume, letter of intent, & interview.
2. Quality of artist'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 Downtown Development Authority. All finished work shall be faithful to the drawings, design, concept and budget as approved by the Downtown Development Authority, and will be owned by the Downtown Development Authority. Progress reports and payments will be made as contracted, with final payment to be made upon installation and acceptance by Downtown Development Authority.

APPLICATION MATERIALS TO BE SUBMITTED

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

1. Current resume' outlining your professional accomplishments as an artist.
2. A one-page letter of intent describing general concepts for how you would approach this project and engage the community in the process.
3. Numbered image list with artist name, title, medium, dimensions, cost, location, date, and description of the artwork.
4. Names and phone numbers for two professional references.

In addition to the above materials please also submit:

1. No more than **eight digital images/disc** (total) of relevant work. Digital images should be presented in a jpeg format up to 300 dpi, maximum 1024 X 768 pixels on a PC compatible CD-ROM. 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.
2. A self-addressed stamped envelope for return of notification. Discs will not be returned unless requested.

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

Entries that do not submit all of the required items will not be reviewed.

The Art in Public Places Program and Downtown Development Authority are not responsible for lost or damaged submission materials.

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,

James B. O'Neill II, CPPO, FNIGP
Director of Purchasing & Risk Management