

REQUEST FOR QUALIFICATIONS  
*City of Fort Collins, Colorado*  
**Art in Public Places Program**  
**Water Reclamation Facility Project**  
**Budget up to \$50,000**

The City of Fort Collins, Colorado, Art in Public Places Program (APP) is seeking submissions to select an artist/artist team to develop art concepts for the Water Reclamation Facility project. The artists/teams will work with the project team to develop concepts for art at the site. Artists/teams will be selected based on their qualifications/application materials. The art project is estimated at \$50,000.

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**SUBMISSION INFORMATION**

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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 Water Reclamation Facility Project**  
**Proposals must be received before 5:00 p.m. (our clock), January 8, 2018**  
Final Selection: January

***We prefer applications be emailed to:***  
**[purchasing@fcgov.com](mailto:purchasing@fcgov.com)**

Type: **APP Water Reclamation Facility Project**  
(Request an acknowledgement email)

***Or they may be mailed to:***  
**APP Water Reclamation Facility Project**  
City of Fort Collins Purchasing Division  
P.O. Box 580  
Fort Collins, CO 80522

***Or they may be hand-delivered to:***  
**APP Water Reclamation Facility Project**  
City of Fort Collins Purchasing Division  
215 N. Mason  
Fort Collins, CO 80524

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**CONTACT INFORMATION**

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

Questions regarding submittal or process should be directed to Beth Diven, Buyer, (970) 221-6216.

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**PROJECT**

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The City of Fort Collins, Colorado, Art in Public Places Program is seeking an artist/team to collaborate with the Project Team and develop site-specific artworks for the Water Reclamation Facility Project. The department, design team, and APP Board will determine the extent of the artist's involvement in the project. Artist will start meeting with the project team immediately after the selection process.

The Drake Water Reclamation Facility is located at 3036 East Drake Road, near the Environmental Learning Center and Poudre River Trail. The City of Fort Collins water reclamation facilities use an array of physical, biological, and chemical processes to treat wastewater. This facility hosts many school tours of the reclamation plant. Adding art to the facility is an opportunity to educate the community about the purpose of the facility and the process of water reclamation.

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## ELIGIBILITY

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This project is open to artists/artist teams within a 150-mile radius of Fort Collins, Colorado, who are 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.

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## MEDIA

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All media appropriate to the project will be considered. All applicants are expected to consider the issues of long-term conservation and maintenance of public art, along with time line and budget. 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.

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## BUDGET

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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 \$50,000. This figure will also include any travel expenses.

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## SELECTION PROCESS

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A selection committee may consist of members of the APP Board, the project team, and a City Purchasing Department representative. The committee will review application materials and make a final recommendation. The selection committee reserves the right to reject any or all entries at any time in the review and selection process.

The artist/team 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.

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## SELECTION CRITERIA

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1. Technical Competence and suitability to the project as demonstrated in letter of intent and resume.
2. Artistic Excellence as demonstrated in digital images and references.

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## APPLICATION MATERIALS TO BE SUBMITTED

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

1. **A one page letter of intent** describing your interest in this project. Please describe any past project experiences working with a design team.
2. **Current resume** (max. 2 pages) outlining your professional accomplishments as an artist and experience with design team projects.
3. **Three (3) References:** Names, professional titles, phone numbers, and email addresses of two references who can speak to your experience as an artist and past public art projects.
4. **Image list** including artist name, title, media, dimensions, location, date, cost, and description of the artwork.

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.

Please don't include images on resume, letter of intent, or image list.

Submissions must be complete or will not be reviewed.

Materials not requested will not be reviewed.

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**NOTICE**

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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. The City of Fort Collins can stop a project at any time. 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