

REQUEST FOR QUALIFICATIONS  
*City of Fort Collins, Colorado*  
**Art in Public Places Program**  
**2017 TRANSFORMER CABINET MURAL PROJECT**  
Budget: Minimum of \$1,250 – per artist

The City of Fort Collins Art in Public Places Program (APP) seeks to commission multiple artists/teams to work with the Project Team to develop concepts for murals to be painted on transformer cabinets located in Fort Collins, Colorado. The murals are intended to help mitigate graffiti, as well as create artful objects within the public sites. The APP Program will select artists/teams for multiple locations. Artists/teams will be selected based on their qualifications/application materials.

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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**  
**2017 Transformer Cabinet Mural Project**  
**Proposals must be received before 5:00 p.m. (our clock), April 7, 2017**

Final Selection: April, 2017

***Applications should be emailed to:***  
**[purchasing@fcgov.com](mailto:purchasing@fcgov.com)**

Type **2017 Transformer Cabinet Mural Project** in the subject line  
(Request an acknowledgement email)

***Or should be mailed to:***  
**2017 Transformer Cabinet Mural Project**  
City of Fort Collins Purchasing Division  
P.O. Box 580  
Fort Collins, CO 80522

***Or should be hand-delivered to:***  
**2017 Transformer Cabinet Mural 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 project should be directed to Ellen Martin, at (970) 416-2789.

Questions regarding submittal or process should be directed to Jill Wilson, Purchasing Buyer, at (970) 221-6216.

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**PROJECT**

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The Art in Public Places Program of Fort Collins, Colorado, is requesting artist qualifications in an open competition for artists/teams to create painted murals on select electrical equipment (transformer cabinets) sited within the City of Fort Collins. The goal of the project is to mitigate placement of graffiti upon these existing structures and to make them artful objects within the site. The design should be visually active and busy, so as not to leave large open spaces. The design must be picture-based, not word-based. Any text included in the design should be incidental to the

design and not the focal point of the design. Text cannot be over 3" in height. The City will not accept designs that include logos; copyrighted or trademarked images; advertisements; or political, commercial, religious, or sexual symbols, themes or messages. Designs must be appropriate for a broad-based audience of all ages. We encourage diversity in the mural themes/content. The transformer cabinets are functioning units and need to be opened periodically by utility personnel. The use of dark colors in the mural is subject to approval to avoid thermal problems for the transformer cabinet. Final artwork must incorporate the inclusion of the existing required labeling for each electrical/utility unit.

**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. Access to the boxes and to the contents of the boxes must be possible at any time. The contents of the boxes have the potential to generate extreme levels of heat.

**Site:** The project area is within the city limits of Fort Collins, Colorado. Specific sites are selected by the Project Team.

Please visit the Image Gallery at [www.fcgov.com/artspublic](http://www.fcgov.com/artspublic) to see previously completed transformer cabinet murals.

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## ELIGIBILITY

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This project is open to all artists/artist teams that reside, own a business, or have a current studio space within the Growth Management Area of Fort Collins, Colorado. A map of the Growth Management Area can be found at [fcgov.com/growth-management-area](http://fcgov.com/growth-management-area). Proof of eligibility must be made available upon request. The artist must be willing to work with the design team selected by the City of Fort Collins.

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## MEDIA

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The team is looking for murals to be painted on working transformer cabinets. The surface treatment should allow the box to be opened and worked on by the utility crews. The City will prepare the surface for painting and add a final anti-graffiti coating to the mural.

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## BUDGET

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Compensation will depend upon surface area of the cabinet(s) to be painted, which will be determined by the Transformer Cabinet Mural Project Team. The total contract amount for all applicable expenses, which includes all fees for consulting with the design team, the design, travel, and execution of all artwork selected, shall be an amount based on the total square footage of surface area to be painted per site. A minimum of \$1,250 will be paid per artist.

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## SELECTION PROCESS

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A selection committee may consist of members of the APP Board, representatives from the Transformer Cabinet Mural 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.

Artists/teams will be chosen during an initial review process. Each artist/team will work with the project team to develop a detailed design proposal, budget, and timeline. Upon final approval from the APP Board and possibly the Fort Collins City Council, the artists will be awarded contracts for a minimum amount of \$1,250.

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## SELECTION CRITERIA

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

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## CONTRACT

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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, designs, concepts, and budget as approved by the APP Board and possibly the Fort Collins City Council. Progress reports and payments will be made as contracted, with final payment to be made upon completion and acceptance by the City of Fort Collins.

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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. Include information such as why you are interested and how your skills and experience relate to this project.
2. Current resume (max. 2 pages) outlining your accomplishments as an artist.
3. Image list including, name, title, media, dimensions, and date of the artwork.
4. Names and phone numbers for two professional references and your relationship to them.
5. Completed form on page 4 of this RFQ.

**Please do not include images on your resume, letter of intent, or slide list.**

**In addition to the above materials please also submit:**

1. Six digital images of relevant work. We are seeking colorful transformer cabinet murals, with high value contrast, and busy compositions to help deter graffiti, and would like to see examples of similar work. Digital images should be presented in a jpeg format up to 300 dpi, no larger than 1.5 MB per image. 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. If mailing or hand delivering your submission, burn image jpegs onto a PC compatible CD and include with your submission materials.

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

**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. 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 S. Paul  
Purchasing Director

Please fill out this form and include with your application materials.

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**I live, own a business, or have a current studio space within the  
Growth Management Area of Fort Collins, Colorado.**

Home Address: \_\_\_\_\_

Studio Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

