



THE CITY OF OKLAHOMA CITY STRONG NEIGHBORHOODS INITIATIVE

REQUEST FOR QUALIFICATIONS (RFQ): PUBLIC ART IN METRO PARK



~~The deadline for RFQ submissions is 12:00 p.m. Friday, December 6, 2024~~

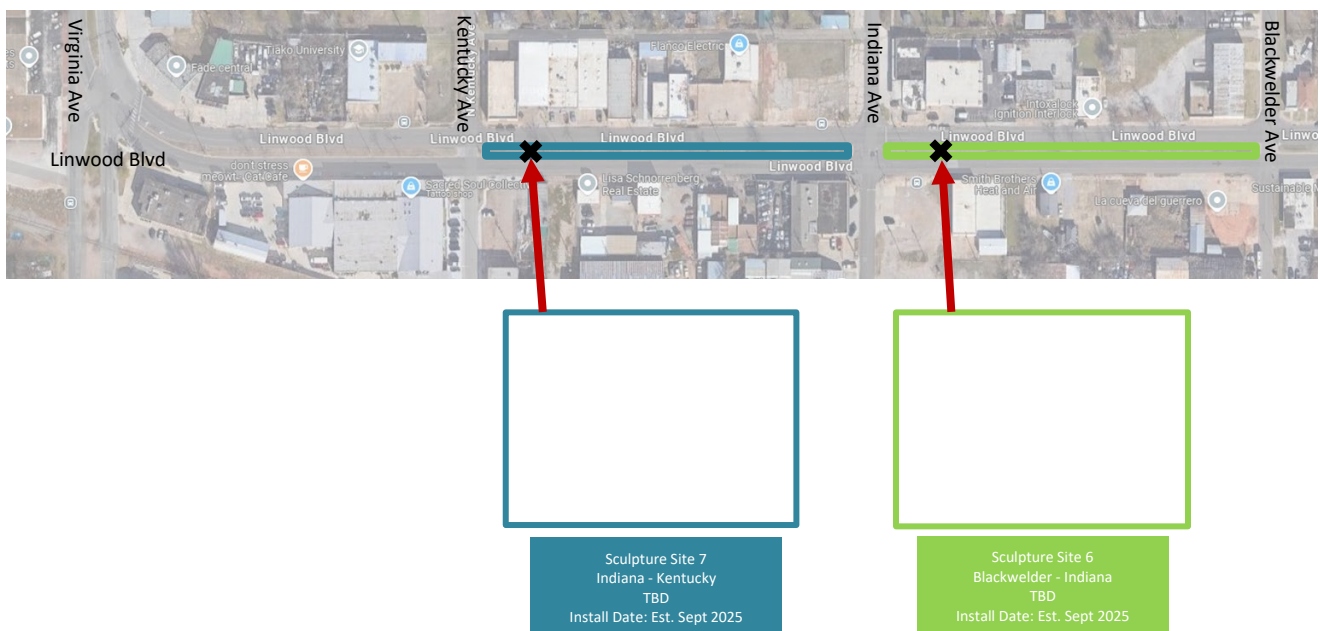
The revised deadline for RFQ submissions is 12:00 p.m. Friday, January 10, 2025

Revisions to the RFQ are highlighted throughout the document.

Work Scope: 3D Sculpture Art in Metro Park

1. Project Summary

The exterior public artwork sought through this Call to Artists will be two (2) 3D art sculpture projects designed for and installed in the Metro Park Neighborhood. The artist can choose to provide a proposal for one (1) art project in one (1) median for \$12,000 or two (2) projects in two (2) medians for \$24,000. The neighborhood's goal is to install 8-10 sculptures along the Linwood Boulevard Median. To date, five (5) artists have installed six (6) sculpture pieces that are outlined in the image below. This RFQ is for Sculpture Sites 6 and 7. Artists may propose where to locate the art within the identified median. Dimensions of the art may vary based on location and design. The neighborhood is looking to support a variety of artists and styles with this project. For this reason, if you have already been selected and participated in this project, the neighborhood is not considering artists for a second submission.



2. Project Description

The Metro Park Neighborhood Association is part of the Strong Neighborhoods Initiative program through the City of Oklahoma City. As part of their revitalization strategy, Metro Park requested a sculpture park on Linwood Boulevard in the median. To date, six (6) sculptures have been erected on five (5) sculpture sites. This RFQ is to commission sculptures for two more sites. Each piece will be placed on a concrete pad, with specifications to support long term structural stability. Metro Park Neighborhood Association has adopted Linwood Boulevard and the triangle at Western Ave and Linwood Diagonal from the City of OKC. The triangle is the gateway to the future “Art Thoroughfare” and has been newly landscaped with a beautiful new Metro Park monument sign of the neighborhood’s logo, pictured below. The neighborhood hopes that with the beautiful artwork on the boulevard, maybe some restaurants, retail establishments, or other businesses will be attracted to the area. These sculptures will add even more points of pride and things to love and care for as a community.



3. Budget

The budget is up to \$24,000 for two project sites. The artist can choose to provide a conceptual proposal for one (1) project site up to \$12,000 or two (2) project sites up to \$24,000. If you propose two (2) projects, please be sure they can be separated out into a budget of up to \$12,000 each. The selection committee reserves the right to select only one (1) project. More than one artist may be selected.

This total budget must include the artist fee, any permit fees, all labor and materials, insurance, transportation, and tools and equipment expense to design, engineer, fabricate, deliver, and install the selected work of art. The artist will also be responsible for providing an art identification marker for the work.

4. Permitting Requirements

A City of Oklahoma City Building Permit and Revocable Permit is required for this project. Below is a list of the required documents to successfully apply for these permits. Permits must be applied for through Development Services online within 30 days of receiving the notice to proceed. Please review Section 8, Calendar of Events, to make sure you understand the timeline. Revocable Permits are applied for through the Public Works Department. More information about both permits will be provided to the Finalists at the site tour.

1. Building Permit Plan Requirements:

Site Information, Scaled Site Plan, Footings and Foundation Plan, Images of Sculpture Art, Details of the structure being installed, and potentially other documents. Please review The City of Oklahoma City's Commercial Install Construction Submittal Requirements for more detailed and up-to-date information.

2. Revocable Permit Requirements:

Completed application form, Letters of no objection from four franchised utility companies, Letters of no objection from property owner, Legal Description, Site Plan, and potentially other documents. Please review the City of Oklahoma City's Revocable Permit Requirements for more detailed and up-to-date information.

5. Selection Committee

All Request for Qualifications (RFQ) submissions will be reviewed and up to three finalists will be selected. Finalists will be invited to a Mandatory Site Tour and a Final Jury meeting at which they will present proposals to the Selection Committee.

The Art Selection Committee members may include but is not limited to:

1. Metro Park Representative
2. Metro Park Representative
3. Metro Park Representative
4. Linwood Blvd Business Representative
5. Professional Art Juror

Advisors: Strong Neighborhood Initiative Representative and OKC Arts Representative

6. Request for Qualifications (RFQ) Requirements

The revised deadline for RFQ submissions is 12:00 p.m. Friday, January 10, 2025

RFQ Submittals must include:

1. Letter of Interest (LOI) Form (last page of this document). Please make sure you include any additional artists that will contribute to the project.
2. Image ID Sheet – include file name, title, date completed, value, materials, and location
3. Six images of your works completed. Please be sure to identify any additional artists that contributed to any of your six images of work completed.
4. A one-page resume; **OR** Short Bio
For bio, explain what life experience or education experience of yours is most relevant to the project. Also briefly explain what works of art you have created--public or otherwise—are most relevant to this project and our understanding of your work

RFQ Selection Criteria

The following three criteria are considered in the first round of the selection process:

1. Artistic excellence, originality, and ability to produce a consistent body of work, as evidenced by representation of past work in images and other supporting materials
2. Experience with projects of a similar scale and scope, or evidence of ability to create a work of this scale
3. Appropriateness of artist approach and style to the project's intent and site

7. Finalist Requirements

Finalists who attend the Mandatory Site Tour and present a proposal at the Final Selection Meeting will be paid a fee of \$500 to include all design fees, materials, transportation, and any other costs or fees associated with competing in the final selection phase. These fees are usually processed and paid within six weeks of the Final Jury.

Finalist Submittals will include:

Finalists will prepare and present to the Selection Committee a Conceptual Design Report. The report must include:

1. Illustrations and/or pictures of a model of the proposed design
2. A detailed project budget:
 - a. Line Items that must be included: Artist Fee, Labor, Structural Engineering Fee, Foundation, Installation, Permit Fees
3. Installation/production details (surface prep, on site equipment, proposed timeline)
4. A maintenance plan with an estimate of costs to maintain the proposed work
5. A 500 word or less statement about the proposed work
6. Statement about any conflicts in schedule for project (refer to Schedule of Events)

Finalist Selection Criteria

1. Availability to work within project time frame and to be apply for and be present in Oklahoma City for any required neighborhood or public meetings
2. Good work habits: ability to meet deadlines, experience with budgeting, good communication skills, good problem-solving abilities—as supported by references
3. Important consideration will also be given to safety, accessibility, durability, maintenance, requirements, permanence of materials, protection against vandalism, and timelessness of the artwork proposed
4. Design must contribute to the architectural and cultural heritage of the neighborhood
5. Design must reflect the local customs, styles or cultural attitudes of neighborhood residents and provide a sense of place
6. Other criteria may be established by the selection committee

8. Schedule of Events

The following schedule is proposed for this Project. Please note that The City reserves the right, as deemed necessary, at their sole discretion to adjust this schedule by written notice to all the Artists who have timely responded to this RFQ. **Artists, please note, there are only four weeks from first selection to final selection. All finalists must understand this and be prepared.**

***Meetings highlighted below in yellow require finalist attendance.**

Call to Artists (RFQ) announced	Tuesday, October 22, 2024
Deadline for Submissions	Friday, December 6, 2024
Initial Selection Committee meeting (6p via Zoom)	Wednesday, December 11, 2024
Notification of Selection (up to 3 Finalists)	Friday, December 13, 2024
Notification of Extension to RFQ Deadline	Wednesday, December 18, 2024
Mandatory Site Tour with neighbors	Saturday, December 21, 2024 at 10am
Final Selection Committee meeting/Final Jury (6p Via Zoom)	Wednesday, January 15, 2025
Revised Deadline for Submissions	Friday, January 10, 2025
Revised Initial Selection Committee meeting (6p via Zoom)	Wednesday, January 15, 2025
Notification of Selection (up to 3 Finalists)	Friday, January 17, 2025
Mandatory Site Tour with neighbors	Saturday, January 25, 2025 at 10am
Final Selection Committee meeting/Final Jury (6p Via Zoom)	Wednesday, February 19, 2025
Arts Commission Approval.....	Monday, March 17, 2025
City Council Approval.....	Tuesday, March 25, 2025
Notice to Proceed: Contracting, Fabrication, Installation.....	Approx. April 25, 2025
Permit Submission Deadline (30 calendar days from NTP).....	Approx. May 23, 2025
Permits Issued.....	Approx 30 days from Submission
Installation and Final Inspection	Tuesday, September 30, 2025

9. Other Submission Information

The City reserves the right to withdraw this Call to Artists at any time and for any or no reason. Receipt of submission entries by The City or selection of an artist for purposes of negotiating a contract confers no rights to any artist nor obligates The City in any manner. The City reserves the right at its sole discretion and for any reason, to reject all submission entries and not award any contract and to solicit additional or different submission entries at a later time. The City incurs no obligation regarding this Call to Artists, or any contract resulting there from, until a contract is fully completed, and documents properly submitted and executed by all parties.

The cost of developing a submission entry are solely the responsibility of the artist. The City shall not provide reimbursement for such costs. The City shall not be liable for any artist's preparation costs for any reason, other than that paid as fee to an artist or artists invited by the Selection Committee to produce sketches and/or models and other conceptual design report information described in this RFQ for the selection interview. Submission of an

entry shall constitute acceptance of the terms, conditions, criteria, requirements, and evaluations set forth in this Call to Artists and operates as an offer and a waiver of all objections and Proposer originated modifications to the contents of this Call to Artists.

All entries properly submitted shall be received and reviewed by The City. The City reserves the right to reject any entry deemed to be non-responsive for failure to comply fully with the terms of the Call to Artists. However, The City reserves the right, at its sole discretion, to request clarifications, corrections, or additional information and to waive Irregularities in execution or delivery of the entry provided it is in the best interest of The City.

The City reserves the right to amend this "Call to Artists" at any time no later than five (5) working days prior to the deadline for submission of the entries unless the amendment is for the purpose of extending the deadline or time for the receipt of this Call to Artists in which case such amendment may be promulgated at any time prior to the previously published deadline or time for Submissions receipt.

All information in submissions to this RFQ, and any resultant Conceptual Design Reports by finalists for this project are considered to be public record by the Oklahoma Open Records Act.

This project is funded by the Community Development Block Grant (CDBG) program from the US Department of Housing and Urban Development. Artist shall comply with all federal, state, and municipal laws, rules, and regulations applicable to the CDBG-funded activity.

10. Selected artist will be required to provide the City with:

1. A certificate of insurance for worker's compensation and liability coverage; or Affidavit of Exempt Status CC-Form 36A (information online here: <https://www.ok.gov/wcc/>). Certificates of Insurance shall be delivered to The City of Oklahoma City **prior to issuance of a Purchase Order.**
2. General Commercial Liability Insurance with responsible insurance underwriters acceptable to the City of Oklahoma City (City) insuring City and Artist against all legal liability for injuries to persons caused by Artist's use and occupancy of the premises or otherwise caused by Artist's activities and operations on said premises, with liability limits of not less than those established in the Governmental Tort Claims Act, 51 Oklahoma Statutes § 151 et seq., for accidental and personal injury. Currently, those limits are \$175,000 for a claim for any other loss arising out of a single act, accident, or occurrence; \$25,000 for a loss of property; and \$1,000,000 for any number of claims arising out of any single occurrence or accident. Artist shall furnish City and SNI Staff with a certificate of such insurance which shall provide that City is an additional insured under said policy or policies. Such policies cannot be cancelled without a 30-day advance notice to City.
3. Completed Vendor Registration Form, W-9 and a UEI number. A UEI number can be obtained by registering here: <https://sam.gov/content/entity-registration>
4. A release of Artist's rights of attribution and integrity generally conferred by Section 106A(a) of Title 17 of the U.S. Code (The Visual Artists Rights Act of 1990, "VARA"), and any other rights of the same nature granted by other federal, state, or foreign laws.