



REQUEST FOR PROPOSALS Public Art Opportunity for Delta Charter Township

Proposal Deadline: **REVISED**
June 23, 2014

General Information:

Delta Charter Township has received a Placemaking Public Art Grant from the Lansing Economic Area Partnership (LEAP) in the amount of \$10,000. This grant was awarded to a municipality to commission, create, and install a piece of public art for year-round public display. The grant is designed to strengthen economic development efforts in the greater Lansing region by enhancing the sense of place for residents and visitors through public art.

Delta Charter Township is currently accepting proposals from artists interested in creating a commissioned public art piece to be located at the northwest corner of Saginaw Highway and Canal Road. The proposed site is considered as the main entrance into Delta Charter Township. Our municipal complex is located on this highly visible site.

The proposed art sculpture is envisioned as being highly visible to both automobile and pedestrian traffic, and to act as an iconic landmark representing the unique character of Delta Charter Township and the business corridor. The embodiment of this project will engage the community through a visual, spatial, and sensory experience while defining an entry/arrival point for the Township and business corridor.

Art Selection Committee Mission Statement:

To identify the artist whose public sculpture proposal most clearly aligns with the goals and objectives of Delta Charter Township to: install community pride, enhance the perception of Delta by residents and visitors, and serve as a symbol for economic growth and vitality.

Call:

The competition is open to all artists, architects, designers, etc.

A short list of up to three artists will be created by the art committee, and artist will be asked to further develop their proposal in a model. The LEAP grant limits this project to individuals from the Tri-County area (Ingham, Eaton, and Clinton Counties). A design stipend of \$300 will be paid to each of the three short-listed artists upon completion of a formal design proposal.

The project budget is not to exceed \$12,500 for an artist or team of collaborative artists. The project budget includes the artist(s) fees, supplies, artwork installation, travel-related expenses and other associated costs.

The art piece will serve as a visual landmark and should be distinctive through use of design, color, etc. The design will be suitable and acceptable for public viewing of all ages.

The art piece can be any medium, but must be free standing and large enough to be highly visible and durable for the outdoor location. This will be a permanent installation. The art will need to hold up a high-traffic environment, potential vandalism, and extreme weather conditions. Suggested media

Criteria for Selection:

The Delta Charter Township Public Art Committee will manage the stages of this project, including circulating the Request for Proposals, fielding questions on the project, reviewing proposals, and making a recommendation on the bid award. The Delta Charter Township Board will finalize selection, negotiate price and issue contracts.

The criterion for selecting proposals includes, but is not limited to:

1. Originality: creativity and uniqueness demonstrated in previous projects.
2. Submittal of all required application materials as outlined in this RFP.
3. Style, scale to site and appropriateness: Artwork should demonstrate that it is compatible in relationship to the business corridor, the surrounding neighborhoods, and Delta Charter Township as a whole. The piece should fit the goals of the Township.
4. Technical considerations and feasibility: Based upon the artist's history and experience in completing public art projects within the timeline and budget, as well as the sustainability of the project.
5. Quality and craftsmanship exhibited by past work.
6. Safety and Maintenance: Artwork should be durable and resistant to theft and/or vandalism. Materials should require minimal periodic maintenance and be readily available if restoration is necessary.
7. Budget.

Proposal Requirements and Format:

1. Current resume with contact information (two page limit).
2. Letter of Interest briefly addressing how you would approach the project. This document should be no longer than one page.
3. List of three professional references. Please include name, address, phone number and email address for each individual.
4. Ten JPG images of previous work saved to a CD or emailed to rusti.owens@CA2E.com . Label CD with artist's name and contact information. Every image file must be titled first with the number of the image in the order to be viewed (use "0" in front of single-digit numbers), followed by the artist's last name (for example: 01_Smith; 02_Smith, etc.)
5. A narrative and drawing illustrating the concept, including supplemental information such as medium, and the approximate dimensions of proposed art piece. The narrative should convey the artistic intent, colors, style of work, method of installation, etc.
6. Timetable for fabrication and installation. The art piece must be completed by **October 22, 2014** and installed on site no later than **October 29, 2014**.
7. Itemized budget including all costs, such as artist's fee, design, fabrication, insurance during installation, transportation, and installation costs.
8. Two copies of the proposal must be submitted. Any photos should be printed in color. The proposal should be printed one-sided on 8.5"x11" paper with no sheet protectors, binders, or folders. Use only paper clips to bind your materials. No fax copies will be accepted.

*Submittals of the same materials in digital formats (.doc, .pdf, .jpeg, .ppt) are optional, but encouraged.

All materials must be received by proposal deadline. Late proposals may not be accepted.

Project Timeline:

RFP Creation/Release:	May 22, 2014
Deadline for Application:	June 23, 2014
Review of qualifications and selection of short list:	June 25, 2014

Final Proposal Due:	July 28, 2014
Selection of Finalist:	August 5, 2014
Art Piece Completed:	October 22, 2014
Art Piece Installed:	October 29, 2014
Dedication:	November 6, 2014

Budget:

The \$12,500 project budget is all inclusive of project costs, including artist's fees and expenses, taxes, materials, permit fees, travel, insurance fees, pedestals, transportation costs, fabrication and installation. The Township will be responsible for, and will work with the artist to install any needed site landscaping (soft or hardscape) and lighting of the artwork if necessary.

Public Relations:

Delta Charter Township will work with the artist to ensure that the Township and the artist receive publicity of this significant placemaking piece.

The art piece should have a spot for a plaque that would provide the artist's name and recognition of LEAP for the grant.

Incurring Cost:

All materials submitted become the property of the Delta Charter Township and will not be returned. The Township accepts no responsibility for costs incurred by the artist in responding to this RFP.

Artwork commissioned for this project will become the property of Delta Charter Township. The Township will have no obligation to display the artwork for any particular time period. The Township will not assign or grant license of the artist's work to any third party. Any award will require that the artist carry a \$1 million liability insurance policy naming Delta Charter Township as additionally insured.

Application Delivery:

Please submit proposals by 4 p.m. on June 23, 2014

Delta Charter Township
Attn: Jen Roberts
7710 West Saginaw Highway
Lansing, MI 48917

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Contact Information:

If you have questions or need any additional information or images, please contact Jen Roberts, Delta Charter Township's Deputy Manager at 517-353-8590 or jroberts@deltami.gov.