

City of Minneapolis
Art in Public Places and
Department of Public Works
Artist-Designed Public Drinking Fountains

Call for Artists

The City of Minneapolis Art in Public Places Program and the Department of Public Works are pleased to invite artists to apply to design public art drinking fountains to be installed at seven different locations in the City. Artists or artist teams from Minnesota may apply. Final designs will be unveiled as part of the City's celebration of its 150th anniversary in July 2008. It is desirable that one or two fountains will also be installed at this time.

***Applications must be received by
Friday, February 22, 4:00 p.m.***

- Attention: If you want help translating this information, call 612-673-3737.
- Atención: Si desea recibir asistencia gratuita para traducir esta información, llama 612-673-2700.
- Ogow: Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 612-673-3500.
- Ceeb toom: Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800.

I. Minneapolis Water

Minneapolis history revolves around water, the Mississippi River and the Chain of Lakes. Minneapolis was the first large city to draw its total water supply from the Mississippi River. Because the City is close to the headwaters, its actions directly affect the entire River corridor. The increased use of bottled water today challenges the democratic belief that everyone can have access to quality water, and yet ironically Minneapolis has some of the very best public drinking water in the country.

II. The Public Art Project

This project is inspired by the initiative *Invigorate the Common Well* by Sandy Spieler and In the Heart of the Beast Theatre and the Tomales Bay Institute. The vision is to celebrate the role water has played in Minneapolis history as part of the City's 150th anniversary. The main focus of this celebration will be to reestablish public drinking fountains as central to the health and wealth of the City and to foster a citizenry committed to honoring and protecting water as fundamental to all life. The project has six goals.

- Establish Minneapolis as a place where people can walk down the street and enjoy a free drink of water in warm weather.
- Raise the public's consciousness on how their daily habits impact the public water supply, rivers, lakes, streams and wetlands.
- Support conservation and a sustainable future by nurturing water quality and quantity practices in homes, schools, and workplaces.
- Provide free water in open public spaces to pedestrians, bicyclists and visitors to the City.
- Inspire the private sector to integrate public water fountains into their buildings.
- Beautify the public realm and celebrate the role of water in our lives through the creative work of artists.

The City of Minneapolis is seeking seven artists/artist teams to design and assist in the fabrication of drinking fountains for one of the following sites:

- Nicollet Mall
- Lake Street near the Midtown Exchange
- Franklin Avenue near the Library and the American Indian Center
- Plymouth and Penn Avenues North
- Dinkytown
- Two other sites to be determined by March 2008

These sites were selected by the Minneapolis Arts Commission because they are:

- Popular destinations that are fitting places to celebrate the story of water and Minneapolis;
- On pedestrian corridors or bike trails, near schools or libraries, or within plazas or other public gathering spaces;
- Publicly owned sites and publicly accessible days, evenings and weekends;
- Readily accessible with sources of water;
- Accessible to a broad range of people;

- In areas of the right-of-way or public lands with adequate space;
- With a public or private partner able to provide daily and ongoing maintenance.

Staff from In the Heart of the Beast Theatre (HOBT) are providing overall artistic direction for this project and will design and oversee the creation of one fountain, meet with finalists and assist selected artists to discuss the overall concept, artistic themes and designs.

A. Artist Eligibility

- The project is open to Minnesota artists/artist teams. One of the objectives of the project is select artists with strong personal connections to the City of Minneapolis and to the individual selected sites.
- Artists applying must be readily available during the timeline. (See section III.A. below.)
- The City of Minneapolis encourages emerging artists and persons from various cultures and ethnic backgrounds to apply.
- Artists who are ineligible to apply include current City staff, and Minneapolis Arts Commissioners.
- Artists may apply to design a fountain for one or more of the sites listed above, however, each artist/artist team will only be selected to fabricate one fountain.
- Seven designs will be selected, as well as one design by HOBT.

Please note that this application process is a traditional "Request for Proposals, RFP" with a first stage that includes selection of finalists who will be paid a stipend to develop a design concept. Selected artists will then be chosen from this group of finalists based on their design. This is not the typical process used by the City of Minneapolis to select artists. The Minneapolis Arts Commission selected the RFP process for this project, as opposed to a Request for Qualifications process, because of the short timeline and the unveiling of the designs as part of the City's 150th anniversary.

B. Technical Details

- City plumbers will be available to assist artists with the technical design of fountains.
- Fountains may be freestanding, wall-mounted, pump-style, and/or have individual spigots for pets and filling water bottles. Continuously flowing fountains will not be allowed.
- All fountains will be new. Artists may modify standard fountains, use core plumbing systems or work with a City plumber to create a custom design.
- Fountains and artwork will be designed to have a twenty year life span.
- All fountains will comply with all applicable codes and comply with ADA regulations.
- All plumbing will consist of readily available standard parts that can withstand the impact of ongoing public use and regular maintenance.
- Artists will modify preliminary designs as necessary to address plumbing, maintenance, and code issues.

C. Artist Compensation

Fourteen finalists will be selected to receive a \$500 stipend and develop 3 two-dimensional renderings, from multiple perspectives, of a specific concept. Each finalist will be assigned a specific site for their fountain design.

Seven artists will be selected. The total budget for each fountain is \$50,000.

- This includes the costs of site excavation, footings, consultation from plumbers, bringing plumbing to the area directly below the fountain location, and site restoration. These costs will vary for each site, but are estimated to be approximately \$10,000. The City will be responsible for these activities and expenses.
- Selected artists will receive a fee to cover design and fabrication services, which will be their responsibility. This fee is estimated to be about \$40,000. This fee should cover any and all of the costs and expenses (permits and fees, materials, fountain plumbing, delivery, installation, connection to the water supply at the site, liability insurance, structural engineering, maintenance planning, documentation, etc.) necessary for related design development and fabrication.

A contract between the artist/artist team and the City of Minneapolis will define stages of completion, exact fee and a payment schedule.

D. Project Tasks

The artist's/artist team's responsibilities include:

1. Involving the community in design development and, if possible, in fabrication, and participating in approximately two community meetings.
2. Refining artistic concepts and designs.
3. Designing an artwork/fountain with a 20 year life span that complies with all codes and functional requirements, is constructed of durable materials and standard plumbing parts and requires little repair or maintenance.
4. Developing final drawings, models, presentation materials, and other visual and written items.
5. Presenting concepts and designs to committees, boards, community groups, and others.
6. Participating in an ongoing design review and modification process with input from the staff, architects, and appropriate City committees.
7. Providing ongoing updates to staff.
8. Developing cost estimates of artwork.
9. Developing a maintenance plan for the artwork.
10. Fabricating artwork and overseeing fabrication by others.
11. Delivering and installing the artwork.
12. Collaborating with the staff, an art conservator, and plumbers on all of the above.
13. Carrying adequate insurance coverage for the project as per the City's General Conditions.
14. Providing the City with copyright privileges to make two-dimensional reproductions for non-profit use, such as brochures, publicity and web-site publications.
15. Providing the City with documentation of the project, including site plans and slides of the fabrication process.

16. If the artwork is integrated into the building's architecture and cannot be removed without being destroyed or modified the artist/artist team will be required to waive their rights according to appropriate sections of the Visual Artists Rights Act of 1990.

III. Application Process

A. Project Timeline

January 29	RFP distributed on Website
Friday, February 8, 9:30 a.m.	Informational Meeting for Artists, Room 220 City Hall
Friday, <u>February 22, 4:00 p.m.</u>	Artist submissions must be received
Week of March 3	Finalists are announced*
Week of March 31	Finalists present design concepts to panel, finalists selected
Month of April	Contract processed and designs revised
Week of July 21	Presentation of final designs and possibly one or two fountains installed, as part of the City's 150 th anniversary
Varies	Deadline for completion and installation of fountains will be specific to each site.

*Panel meetings are open to the public. For information about dates and times, contact Mary Altman (see item C below.)

B. Proposal Due Date and Location

Date and Time: Received by February 22, 4:00 p.m.
Location: Proposals may be sent to City of Minneapolis, 340 South Fifth Street, Room 210 City Hall, Minneapolis, MN 55415. Or you may send your application electronically to mary.altman@ci.minneapolis.mn.us.

Artists should submit **1 copy** of a packet containing all of the written materials defined in section D below. Proposal packets should be 8 ½" x 11", in black and white and on paper suitable for photocopying. **No stapling, special binding methods or proposals in folders or portfolios are allowed.** Photos, brochures, slides, videos, or web sites should not be submitted and will not be reviewed by the selection panel. No submission materials will be returned.

Applications must be emailed, mailed or delivered. Applications that are faxed, incomplete, or late will not be accepted. Artists will be notified of panel recommendations by mail.

This **Call for Artists** is available in alternative format upon request. Applicants needing special assistance may contact Mary Altman (see item 3 below.).

C. Contact for More Information

All questions regarding this proposal must be submitted in writing to:
Mary Altman, Public Arts Administrator

City of Minneapolis
or 612-673-2728 (fax)
or mary.altman@ci.minneapolis.mn.us.

D. Proposal Format and Submission Materials (This has changed, please read carefully.)

Images: Submit ten images on a compact disc in jpeg format of recent work, ***as relevant to this project.***

- 1. General Guidelines:** Each image must be a separate file. It must be named with the artist(s)' last name and a number which corresponds with the Image List. (See the attached form.) No collaged images--one image of each work per file only. Explanatory text should be included on the image list, not within the image itself. Photos, brochures, slides, videos, or web sites should not be submitted and will not be reviewed by the selection panel. No submission materials will be returned.
- 2. Image Size:** Your image should be 1920 pixels horizontal /1920 pixels vertical, no more than 1.8 MB in file size, and a baseline JPG. Do not submit progressive JPGs. Please size your image to be 1920 pixels on both edges. If your image is not square, please mask your image with black to bring your image to 1920x1920 pixels. (Note: these guidelines are comparable to CaFÉ™ standards--www.callforentry.org.)

Written Materials: Submit 1 copy of the following written materials in the following format and the following order:

- 1. Cover Sheet:** A completed copy of the attached cover sheet.
- 2. Narrative Description:** A narrative description of your approach to the Scope of Services addressing the tasks defined in section II.D above. ***Not to exceed two pages.***
- 3. Experience and Capacity:** The current resume(s) of all of the artists involved, including information on background and ability to conduct the tasks listed. ***Not to exceed two pages per artist.***
- 4. Image List:** A completed *one page* Image List using the attached form. ***Not to exceed one page.***
- 5. References:** The names, addresses, and daytime phone numbers of three professional references from past projects.
- 6. Send To:** City of Minneapolis Purchasing Department, Attn: Call for Artists, Room 552, Towle Building, 330 2nd Avenue South, Minneapolis, MN 55401.

F. Artist Selection Criteria

The criteria listed below will be used for evaluating artist and team qualifications, proposed processes and project ideas.

- 1. Stimulate excellence in urban design and public arts:**
 - Is the artist's submission, previous work and/or proposed idea engaging and high quality in concept and construction?

- Is the quality of the artist's previous work comparable to other artwork commissioned by the City?
- Is the artist not over represented in the City's collection?
- Does the artist have a significant or engaging body of work?
- Does the artist have experience collaborating with architects and other professionals?
- Does the artist have experience with architectural and engineering drawings and methods?
- Does the artist have experience in comparable projects and artistic disciplines?

2. Enhance community identity and place:

- Is the artist connected to the City and/or the individual site, and its characteristics, including history, identity, geography and cultures?
- Has the artist's previous work been appropriate to those communities and settings and the above characteristics?
- Does the artist have experience integrating artwork into functional works?

3. Contribute to community vitality:

- Have the artist's previous projects attracted visitors and residents?
- Does the artist's previous work or proposed process build capacity between the private and public sectors, artists, arts organizations and community members?
- Does the artist's previous work or proposed process encourage civic dialogue about City issues?
- Do the artist's previous projects incorporate or address aspects of public safety?

4. Involve a broad range of people/communities:

- Does the artist have experience working with communities and diverse groups?
- Does the artist have a demonstrated ability to address ADA regulations as they apply to public art?
- Does the artist's previous or proposed process celebrate one or more of the City's cultural communities?
- Does the artist have experience in projects that bring people together or create gathering places?

5. Value artists and artistic process:

- Does the artist have a unique or appropriate cultural, geographic or artistic perspective?
- Does the proposed project or process appropriately support the integrity of the artwork and the moral rights of the artist?
- Does the proposed project or design process include the artist and the artistic process as a central element?

6. Use resources wisely:

- Is the artist's previous work or proposed project sustainable, secure and technically feasible?
- Can the artist's concepts withstand the impact of ongoing public use and regular maintenance?

- Has the artist's previous work been within the timeline and budget and is the artist able to work within the City's timeline and budget?

G. Selection Panel

The Minneapolis Arts Commission's Public Art Advisory Panel shall serve as the artist selection panel for this project. The role of the selection panel is to interpret and review artist's previous experience and proposed ideas based on the selection criteria. The panel includes the following representatives:

- Two Artists;
- Arts administrator from an appropriate organization;
- Architect or landscape architect;
- Three arts Commissioners;
- Two engineers or technical representatives (i.e. Public Works);
- One planner or developer;
- Three community representatives;
- As necessary, other experts, as non-voting members.

Call for Artists
City of Minneapolis Art in Public Places
COVER SHEET

Artist #1

Name _____
Address _____
City/State/Zip _____
Phone (day) _____
Phone (eve) _____
Fax _____
Email address _____

Artist #2 (If team)

Name _____
Address _____
City/State/Zip _____
Phone (day) _____
Phone (eve) _____
Fax _____
Email address _____
(Attach an additional sheet for more than 2 artists.)

Application Checklist

Enclosed are the following submission materials:

- ____ 1) **A Compact Disc with Ten JPEGs** of recent work that best reflects the skills of the artist(s) involved, according to the guidelines described on page 5, section D2 of the attached RFP.
- ____ 2) **Narrative Description:** A narrative description of approach to the Scope of Services. *Up to two standard letter-sized pages.*
- ____ 3) **Experience and Capacity:** The current resume(s) of all of the artists involved. *Not to exceed two pages per artist.*
- ____ 4) **Image List:** *A completed image list using the form attached to the RFP.*
- ____ 5) **References:** The names, addresses, and daytime phone numbers of three professional references.

I/We understand that the materials we submit are public information under the Minnesota Government Data Practices Act and may be shared by the Minneapolis Public Library or the City of Minneapolis with members of the public or the media for informational purposes or as otherwise required by the Data Practices Act. Accordingly, I/we hereby grant a non-exclusive license to the City of Minneapolis to make and distribute a limited number of copies of the submitted materials for the purposes of information and/or evaluation of the artwork related to this RFP and the related Public Art Projects, or as required by the Data Practices Act.

Signature of Artist #1

Date

Signature of Artist #2

Date

Call for Artists Image List

Applicant's Name _____

<p>1. FILE NAME (Your last name + 01): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>	<p>2. FILE NAME (Your last name + 02): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>
<p>3. FILE NAME (Your last name + 03): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>	<p>4. FILE NAME (Your last name + 04): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>
<p>5. FILE NAME (Your last name + 05): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>	<p>6. FILE NAME (Your last name + 06): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>
<p>7. FILE NAME (Your last name + 07): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>	<p>8. FILE NAME (Your last name + 08): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>
<p>9. FILE NAME (Your last name + 09): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:LOCATION:</p>	<p>10. FILE NAME (Your last name + 10): ARTIST(S) NAME(S)**: TITLE OF WORK: COMMISSIONING AGENCY: LOCATION: DATE: MATERIALS: DIMENSIONS : COMMISSION COST:</p>

This list cannot exceed one page. * Each file must be named with the artist(s)' last name and a number which corresponds with the Image List. **List other artist collaborators.