



REQUEST FOR QUALIFICATIONS (RFQ)

Temporary Art Sculpture

City of Sammamish Department of Parks, Recreation, & Facilities

Sammamish, Washington

INVITATION SUMMARY

The Sammamish Arts Commission is soliciting qualifications and proposals from artists interested in providing professional art services for a temporary art sculpture that will be displayed at Sammamish City Hall. The anticipated scope of work includes the design, construction, and disassembly of a temporary sculpture no larger than 10' x 6' x 4'. Historically this annual installation has been made of sand, however the Commission is open to proposals of any material that is able to withstand outdoor conditions, is temporary, and will not damage the surrounding area.

SUBMISSIONS

Please submit one PDF of no more than 10 pages. All materials must be received no later than **Friday, April 12, 2024, at 5:00 pm**.

Checklist for artists submissions:

- One page artists interest in the project;
- Artists current resume and brief biography;
- Artist's web site URL – if available;
- Artist's contact information including phone and e-mail;
- Preliminary design and explanation of how it meets the desired theme; and
- Up to five samples or digital images of artists work related to the project request.

Proposals must be submitted electronically at: <https://form.jotform.com/jwalzer/sammamish-temporary-sculpture>

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

This material can be made available in an alternate format by calling 425-295-0500.

PROJECT CONTACT

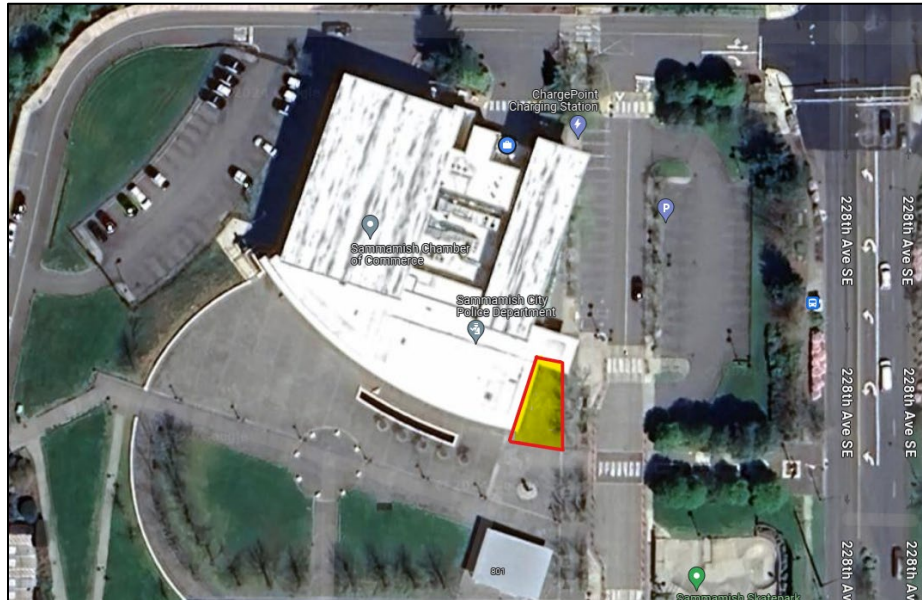
Emily Scott
Recreation and Cultural Services Manager
(425) 295-0524
escott@sammamish.us

OPPORTUNITY:

The Sammamish Arts Commission seeks a qualified artist to design, construct, and disassemble a temporary art sculpture no larger than 10' x 6' x 4' to be displayed in front of City Hall for the time period of July 1 to September 30, 2024. The Commission invites all interested parties to respond to this Request for Qualifications (RFQ) by submitting their qualifications according to the instructions below.

LOCATION:

The location for this installation will be in front of Sammamish City Hall, located at 801 228th Ave SE, Sammamish, WA 98075. The highlighted area in the below image shows the boundaries of where the sculpture can be placed. This area is open to the public, and artists are welcome to visit the site.



PROJECT DESCRIPTION:

The City has previously displayed an annual sand art sculpture in front of City Hall during the summer months for the enjoyment of Plaza visitors. This year the Arts Commission has decided to open submission proposals to additional mediums. Materials are permitted so long as they do not pose a threat to the public or environment. The sculpture is expected to withstand outdoor conditions, uncovered, from July 1 to September 30th. The final installation should be no longer than 10 feet, no taller than 6 feet, and no more than 4 feet in depth.

The desired theme for this project is “25 years of Sammamish” as this is the City’s 25th anniversary since incorporation. Information about the City can be found on our website at www.sammamish.us. Recent newsletters are a good source of current City information <https://www.sammamish.us/news/city-newsletters/>.

BUDGET:

Include the total cost of the sculpture in your proposal. Projects must be at a cost no greater than \$10,000 to be eligible for consideration. This budget must cover all expenses for the project including design, fabrication, site delivery, installation, and removal of the artwork.

SUBMISSION REQUIREMENTS:

Please submit one PDF of no more than 10 pages. All materials must be received no later than **Friday, April 12, 2024, at 5:00 pm** via JotForm <https://form.jotform.com/jwalzer/sammamish-temporary-sculpture>.

- A written statement, not to exceed one page, which addresses the artist's interest in this project (outlining artistic motivations, interests, and techniques).
- A copy of the artist's current resume, a brief biography, web site URL (if available), and method of contact (phone and e-mail) is required. The resume should be no more than three pages of the submission.
- A preliminary design and explanation of how it meets the desired theme. Final design must be approved by City Staff and the Sammamish Arts Commission.
- Up to five samples or images of the artist's artwork.

DO NOT SEND ORIGINAL ARTWORK. Applicants are strongly encouraged to send digital information and to retain a complete copy of their application for their records. Late applications will not be considered.

EVALUATION CRITERIA:

The selection of an artist, or artists, will be based upon:

- Artistic merit of the design (Artistic excellence, creativity, and originality of the project's concept).
- Appropriateness of the design for the location, including the scale, content, and design in relation to the site.
- Originality of the design. The desired theme for this year's sculpture is "25 years of Sammamish" as this is the City's 25th anniversary since incorporation. Designs that show a connection/relationship to the City of Sammamish will be scored higher.
- Artist's qualifications. (The aesthetic quality of the artist's past work, including content, craftsmanship, uniqueness, and relevance to its environment as well as the artist's demonstrated ability to translate art concepts into durable and safe materials that can withstand long-term exposure in an outdoor environment.)

Extra consideration will be given to residents of Sammamish or the greater Puget Sound Area.

NOTIFICATION:

Artists will be notified by e-mail of the Arts Commission and City Staff's final decision. The City reserves the right to re-issue the RFQ if no qualified submissions are received. The review process will take approximately 4 to 6 weeks.

DISCRETION AND LIABILITY WAIVER:

The City reserves the right to reject all proposals or to request and obtain supplementary information as may be necessary for the City to analyze the proposals pursuant to the consultant selection criteria listed above.

The artist, by submitting a response to this RFQ, waives all right to protest or seek any legal remedies whatsoever regarding any aspect of this RFQ.

TITLE VI NON-DISCRIMINATION ASSURANCES:

The City of Sammamish, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:

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DIVERSITY, EQUITY, INCLUSION, AND BELONGING:

To support the City's Diversity, Equity, Inclusion, and Belonging ("DEIB") efforts, additional consideration will be awarded in Request for Qualifications scoring for Minority and Women's Business Enterprises ("MWBE"). To receive an additional consideration, the business or organization must be registered as a Minority or Women's Business Enterprise with Washington State before the RFQ due date of April 12, 2024.