

Eureka Art and Culture Commission
REQUEST FOR PROPOSALS
FOR
Water Sculpture Design and Construction
Foot of 'C' Street in Eureka



Submission Deadline: April 15, 2011

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The City of Eureka and the Eureka Art and Culture Commission are soliciting proposals from professional and emerging local Humboldt County artists for designing and constructing a permanent 'Water Sculpture' at the recently constructed 'C' Street Market Square at the foot of 'C' Street at the Boardwalk in Eureka. The sculpture's location will make it a main focal point of the Market Square and Boardwalk.

The City of Eureka has reserved funding of \$20,000 for the design, construction, and installation of this sculpture. The selected Artist will be paid \$1,000 for preparing and completing the final approved sculpture design package, which includes any required meetings and correspondence. The remaining funds will be allocated for construction and installation, including preparing shop drawings required for construction.

As part of the initial submittal package the Artist is required to prepare cost estimates with breakdowns for labor, materials, and installation of each sculpture. Note that installation will likely require hiring a licensed electrician for all electrical wiring and connections, the cost of which needs to be identified in the cost estimate. The City may award additional funding if presented with an excellent design that requires additional funding to develop the sculpture to its full potential.

Attached are the project description, scope of work, submission requirements, and selection process.

Submittals will be reviewed by a selection committee, whose recommendations will be forwarded to the City of Eureka for final approval. The City may request meetings with the selected Artist to refine a submitted design so that it fits within the City's expectations and limits of acceptability. The final design will need to be approved by the City of Eureka Design Review Committee for final acceptance. Artists may submit multiple design concepts, but are requested not to exceed ten design concepts.

Artists responding to this Request for Proposals are to submit **4 copies** of their complete submittal package to:

Eureka Art and Culture Commission
C/O Eureka Redevelopment Agency, Attn: Cindy Trobitz-Thomas
531 K Street
Eureka, CA 95501

Submittals must be received at the above location by 5 P.M. on Friday, **April 15, 2011**

DESCRIPTION

The City of Eureka recently completed its 'C' Street Market Square project. The Market Square is proposed to be utilized as a multi-purpose facility for fairs, festivals, shows, farmers markets, and various other public venues. The Market Square design includes provisions for a water fountain, which the City is proposing be designed and constructed by a local artist. The fountain site has been provided with a storm drain pipe, sanitary sewer service, water service, and empty conduits for electrical and fiber optic lines, to facilitate the construction of a 'water feature' sculpture. See attached site plan drawing for details and dimensions of the sculpture site.

The City is requiring the sculpture be relevant to one or more aspects relating to the rich history of the Eureka Waterfront, or of the 'C' Street Market Square site specifically.

Artists are encouraged to investigate the history of the Eureka waterfront. Links to books and articles may be found at the following websites:

www.humboldthistory.org

www.clarkemuseum.org

www.humboldtmaritimemuseum.com

Evaluation of the Submittals

Submittals will be evaluated on the criteria listed below under Selection Process.

TIME OF COMPLETION

Deliverables/Work Products and Time of Completion

Activities will generally follow the following schedule:

- February, 2011 – Advertise for Proposals.
- April 15, 2011 – Receive Proposals & begin evaluations.
- May 1, 2011 – Complete final selections; begin negotiations with selected artist to finalize design concept.
- June 1, 2011 - Execute contract and begin detailed design work.
- July 1, 2011 – Complete design, begin detailed construction drawings, initiate construction.
- August through December, 2011 – Construction and Installation of sculpture.
- Grand Opening - date to be determined.

PROPOSAL SUBMISSION REQUIREMENTS

Proposal submittals should be concise yet professional, should contain as a minimum the information presented below, and should not exceed four pages in length for each design concept on which Artist is submitting. When submitting multiple designs please clearly separate and title each design. Additional materials, including detailed resumes, experience, and brochures may be submitted as an attached appendix to the proposal.

Submittal package (4 copies required) shall include the following:

Introductory Letter:

- A one page introductory letter, addressed to the Eureka Art and Culture Commission which contains the Artist's mailing address, telephone number, and email. The letter should also state an expression of the Artist's interest in the work, and Artist's qualifications and experience on similar work (if any). Artists should also demonstrate full capability in providing the required services to complete the work.

Design Concept Sketch (two views minimum for each design) shall include the following:

- A minimum of two scale drawing views of proposed sculpture.
- Brief description operational aspects of each sculpture design.
- Anticipated utility requirements (water, power) required for each design.

Detailed cost estimate (one page for each design) shall include, at a minimum, the following:

- Estimate of the labor hours and approximate total labor cost of construction.
- Detailed cost breakdown of the quantities of all materials required for construction of the sculpture.
- Detailed cost breakdown of time, materials, and labor for installation of the sculpture, including electrical wiring, pipe and fittings, and licensed electrician.

Approach (one page max for each design) shall include the following:

- A detailed description of the Artist's approach to the work, their interpretation of the significance of the proposed sculpture to the location, and a basic understanding of the work to be accomplished.
- Overall start-to-finish time required to design and construct each sculpture submitted (in weeks or months).
- Indication of long term maintenance requirements for each sculpture submitted.

References:

Attach a separate sheet containing a minimum of three references for the Artist’s work.

FINAL SELECTION IS SUBJECT TO REVIEW AND APPROVAL BY THE EUREKA CITY COUNCIL AND EUREKA DESIGN REVIEW COMMITTEE, AND IS CONTINGENT UPON NEGOTIATING A SATISFACTORY CONTRACTUAL AGREEMENT.

SELECTION PROCESS

Selection Process

The Selection Committee will evaluate each proposal based upon the criteria listed below:

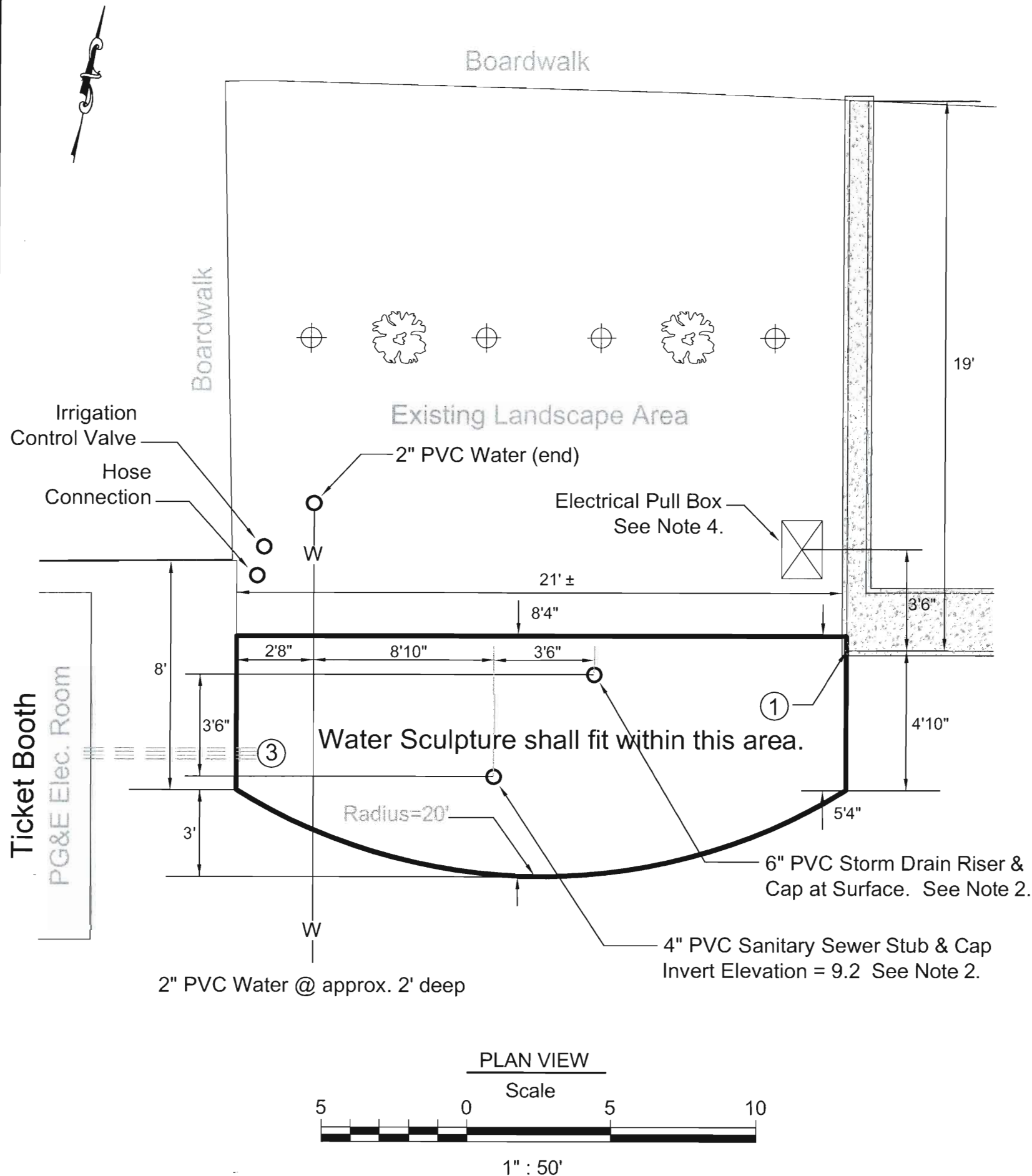
<u>Criteria</u>	<u>Points</u>
Sculpture Design and Relevance to Historical waterfront	70
Professional qualifications and experience	15
Overall approach to the work, and capacity of the Artist to meet the project schedule and budget	15
Total	<u>100</u>

A Selection Committee will evaluate and rank proposals on the above criteria separately for each design submitted. Selection may be made with or without face-to-face interviews, or with or without telephone interviews. Design will be chosen based upon the selection committee’s determination of what constitutes the ‘best’ proposal after review of all submittals. The Selection Committee may enter into discussions with the Artist to modify a design prior to final selection or final acceptance.

Following the project selection, the selected Artist will be requested to enter into contract negotiations for the contemplated services. After completion of contract negotiations a draft contract will be forwarded to the Eureka City Council for review and approval. Following Council approval, a contract for the proposed work will be finalized and forwarded to the Artist for signature and return to the City for final execution by the City of Eureka Redevelopment Agency. A contract will be considered in effect only after approval by the City Council and execution by both parties.

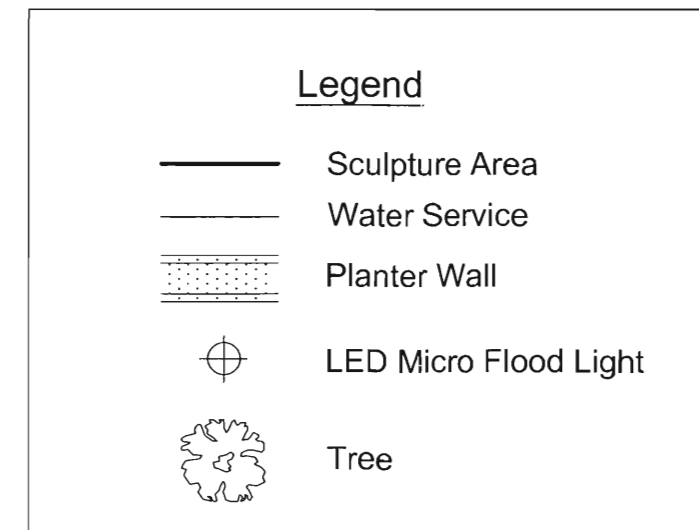


‘C’ Street Market Square looking northerly toward the Boardwalk from the Market Square. Planter wall and bikeracks are on the right, ticket booth is on the left.



Notes:

1. Design shall provide smooth transition to planter wall at a maximum height of 1'-3½" above ground surface.
2. Both sanitary sewer and storm drain facilities are installed to provide flexibility in design and operation of the water feature and to minimize conveyance and treatment of storm water in the sanitary sewer system. Drainage shall comply with all applicable Federal, State, and local regulations, including but not limited to the City's Municipal Separate Storm Sewer System permit.
3. Four ½" conduits with pull strings are stubbed into the southwest corner of the landscape area for a future fiber optic lighting system. Lights, cables, and controller shall be provided as required by the proposed design. See Drawings E1-E4 of the C Street Market Square plans for fiber optic lighting system specifications.
4. One 1" conduit is installed at an approximate depth of 2' between the electrical pullbox and Panel B in the PG&E Electrical Room.



Drawn By: ASM / CEM	Checked By: KEG	No.	Date	Revisions	By	App.
<p>CITY OF EUREKA Engineering Dept. - Construction Division 531 K Street, Eureka, CA 95501 (707) 441-4194 ph (707) 441-4202 fax</p>						
<p>C STREET MARKET SQUARE WATER FEATURE DESIGN</p>						
<p>Site Layout</p>						<p>Scale: 1" : 50'</p> <p>Date: December 1, 2010</p> <p>Sheet 1 of 1</p>