



## NATIONAL CALL TO ARTISTS

### **Palm Beach County Sheriff's Office Evidence and Impound Facility**

Visual Screen / Physical Barrier for Property Perimeter

**Budget: \$196,000**

**Deadline: March 18, 2016** received by 5:00 p.m. Eastern Standard Time, Submittal via CD-ROM or Thumb Drive

#### **Public Art Project Description**

Palm Beach County's Art in Public Places program seeks to commission an artist/artist team to design and fabricate an approximately 554 linear feet long and 8-10 foot tall artwork that will also function as a visual and physical barrier along the east and north perimeter of the new Palm Beach Sheriff's Office Evidence and Impound facility.

Approximately 230 feet of the barrier can be sited within a one foot deep area, and approximately 325 feet of the barrier can be sited with an area that is 15-20 feet deep.

Due to the nature of the business occurring within the new Evidence and Impound Facility, the design of the perimeter barrier shall not draw undue attention to it, nor emphasize the facility's operations. In addition, the artwork's design shall "fit in" with the light industrial aesthetic of the surrounding neighborhood. The public will experience the artwork mostly from their vehicles as they drive by, as there is minimal pedestrian traffic in the area. The barrier will be seen from as close as 100 feet distance, and as far as 1000 feet. The selected artist will work with the project team to coordinate development of the perimeter landscape plan. Located in West Palm Beach, the new Facility is bordered by two of the busiest, most travelled roads in Palm Beach County.

Prior to Finalist Selection, shortlisted artists will receive additional site, architectural and security information/plans. Shortlisted artists are required to participate in a mandatory pre-proposal conference call with the project team at which time artist questions will be addressed and further information presented.

#### **Evidence and Impound Facility Description**

The Evidence Building will house property seized by the Sheriff's Office, administrative offices, evidence processing, as well as the Crime Scene Unit. Monitored cameras, motion detectors, and restricted access with electronic logging will be provided. The Impound Lot will store up to 500 vehicles (cars, trucks, boats, ATVs, bicycles, etc.) related to criminal investigations and forfeiture. The Facility will be monitored with cameras and have restricted access with electronic logging. The new Facility will be approximately 16 acres on the northwest corner of Congress and Gun Club roads.

#### **Materials Available for Artist Use**



Confiscated License Plates



Brass Bullet Casings, From Sherriff Training Shooting Range

**Hundreds of confiscated license plates and tons of brass bullet casings** (from Sheriff's Training Shooting Range) are available to short listed artists for incorporation into their proposed concept design. Artists are not required to use these materials, but if they choose to use them, artists are responsible for transporting the materials to their studio, and associated costs. Artists may alter license plates and bullet casings, or use them in their current form and condition.

**Public Art Goals**

- Create a physical and visual barrier that is compatible with the light industrial aesthetic of the surrounding neighborhood, while being understated so as to not draw undue attention to the facility.
- Create an artistic and functional physical and visual barrier that complement the architecture, style, scale, medium and integrity of the PBSO facility and surrounding neighborhood.
- Fabricate the barrier with materials that require minimal maintenance and that will withstand the intense local environment (sun, high winds, salty moist air, rain)

**Artwork Budget**

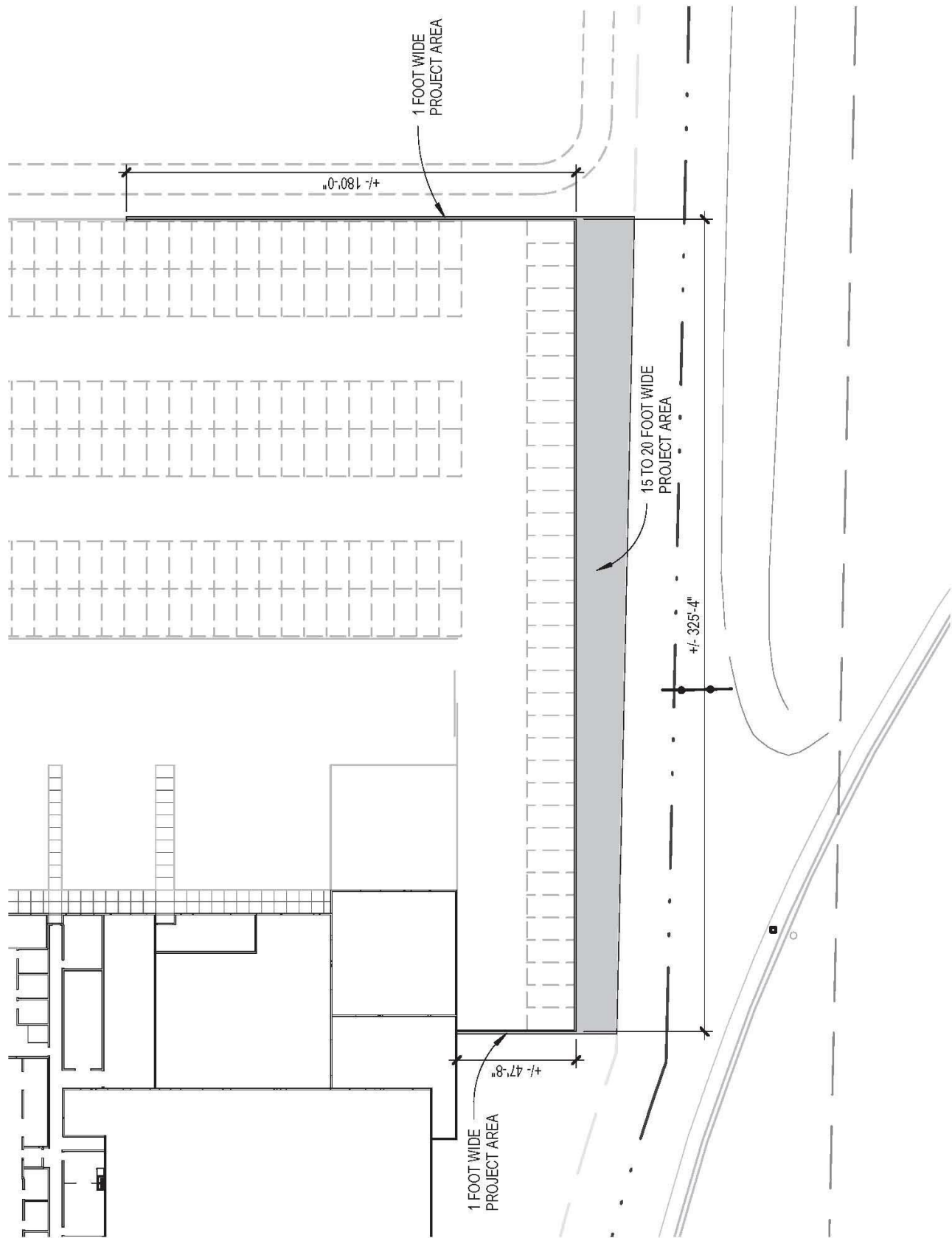
The total public art budget for this project is \$196,000 inclusive of ALL costs such as artist design fees, art fabrication, insurance, engineering, shipping, installation, etc. All Short List artists who participate in a mandatory pre-proposal conference call, and who present a proposal to the Finalist Selection Panel shall receive a flat fee of \$1000 inclusive of all expenses such as travel, hotel, transportation, mileage, etc. Short List artists will not be reimbursed separately for any travel costs.

**Estimated Artwork Schedule**

The County reserves the right to alter these dates as necessary.

- Call to Artist Announced      February 19, 2016
- Question Submittal Deadline    March 4, 2016 at 4:00 P.M.
- Submittal Deadline                March 18, 2016 at 5:00 P.M.
- Short List Selection                Week of March 28, 2016
- Mandatory Conference Call      Week of April 4, 2016
- Finalist Submittal                 May 9, 2016
- Finalist Selection                 Week of May 9, 2016
- Notice to Proceed                Week of May 23, 2016
- Construction Docs Complete    by September 2, 2016
- Art Installation                    mid-2017
- Capital Project Construction Complete    August 2017

# Project Areas: Visual Screen / Physical Barrier for Property Perimeter



### **Short List Eligibility and Selection**

Open to all professional artists who are USA residents with experience implementing their ideas and work in the public realm. Professional artist means a practitioner in the visual arts, generally recognized by critics and/or peers as a professional of serious intent and ability. Indications of a person's status as a professional artist include, but are not limited to, income realized through the sole commission of artwork, frequent or consistent art exhibitions, placement of artwork in public institutions or museums, receipt of honors and awards, and training in the arts.

Up to three artists/teams will be short listed. The Short List Panel shall select artists based on the following:

- Quality and strength of past work as demonstrated in the submitted application materials
- Demonstrated ability to design, construct and install artwork that functions as a visual and physical barrier in outdoor environments
- Experience with projects on a similar scale which demonstrate that the artist contributed creative solutions to achieve design excellence
- Completion of other public art commissions on a similar scale and/or receipt of awards, grants or fellowships within the past six years.

### **Short List Submittal Materials**

Please mail or hand-deliver one (1) virus-free PC-compatible CD-ROM or thumb drive including .jpg images of past work and PDFs of Letter of Interest, Resume and Annotated Image List. Also, please include one printed copy of the Letter of Interest, Resume, and Annotated Image List. Do not staple or bind. Excess material will not be presented to the Short List Panel. Materials will not be returned.

Hand deliver or send submittal materials to: Palm Beach County Art in Public Places, 2633 Vista Parkway, West Palm Beach, Florida, 33411. ATTN: PBSO Evidence/Impound Property Barrier

A complete submittal consists of the following:

**1. Letter of Interest:** Express your interest in this project and address how you/your team's past work demonstrate that you/your team can meet the project's goals. Please include name, address, email, phone and website on the document (1 page maximum).

**2. Current Professional Resume:** Emphasize professional Public Art experience. (2 page maximum per team member). Please include name, address, email, phone and website on the document.

**3. Digital Images of Past Work:** A total of ten (10) images of at least three (3) different completed artworks or projects. At least one project must feature the artist's ability to create large scale outdoor screens, fences, walls and facades as described in the "Project Description" section of this RFQ. Only submit images of projects that have been realized. Images of proposals, models or computer generated images will not be reviewed and may disqualify the artist from this proposal.

Submit in .jpg file format. Each file should be labeled with artist's surname and image number to correspond with the annotated image list (see #4). Image size 1920 pixels maximum on the longest side, 72 dpi with compression settings resulting in the best image quality under 2MB file size.

**4. Annotated Image List:** Should include the following information for each image: number, artist name(s), title of work/project, location of project, materials used, dimensions, budget, and name of commissioning agency. A sentence or two of additional explanatory text about specific artworks may be added, although it is not required. Please include name, address, email, phone and website on the document.

Applicants who do not submit all the required items may be eliminated from the review process. Palm Beach County will make every effort to protect submitted materials, but shall not be held responsible for the loss or damage of any materials submitted.

### **Finalist Proposal Submittal Materials**

Please mail or hand-deliver one (1) virus-free PC-compatible CD-ROM including PDFs of concept drawings, proposal narrative, materials list, budget, schedule, certification of business location (to qualify for local preference points) and small business enterprise certificate (to qualify for SBE points). Also, please include one printed copy of concept drawings (11"x17"), proposal narrative, proposed material list, proposed budget, proposed schedule, certification of business location and small business enterprise certificate. Prior to Finalist Selection artists will be asked to provide contact information of three references. Do not staple or bind. No submission business cards; no presentation folders or binders.

- **Concept Drawings:** color renderings of proposed design
- **Proposal Narrative:** Describe proposed conceptual design, as represented in color concept images
- **Proposed Material List:** Bring samples to present at Finalist Selection
- **Proposed Budget:** Include all costs such as, but not limited to professional fees, design development, cost estimates, materials, fabrication, engineering, installation, construction administration, insurance, travel, etc. Design fee is 10% of proposed budget
- **Proposed Schedule:** Outline from Design development through Installation
- **Certification of Business Location**
- **Small Business Enterprise certificate:** (If applicable)

### **Criteria for Finalist Selection**

The Final Selection Panel shall select a Finalist from the Short List Artists based on the following characteristics:

Artistic merit of the Artist's/Artist team's proposal. **20 points**

Artist/Artist team's proposal meets project goals. **15 points**

Artist/Artist team's ability to meet schedule requirements. **15 points**

Appropriateness of proposed design and construction budget line items. **15 points**

Artist/Artist team's proposal uses durable low maintenance materials that withstand intense environmental conditions such as sun, rain, humidity, salt air and high winds. **20 points**

**Local preference:** In accordance with Palm Beach County local preference policies, a preference will be given to Short List artists who meet the requirements set forth in the "Certificate of Business Location" which will be provided by Palm Beach County to all Short List artists. The scores of all Short List artists meeting this local residency requirement will be increased by **5 points**.

**SBE status:** In accordance with Palm Beach County policy, the scores of all Short Lists artists who provide proof of Palm Beach County Small Business Enterprise ("SBE") certification will be increased by **10 points**. For more information on the SBE certification process, visit the Office of Small Business Assistance website [www.pbcgov.com/osba](http://www.pbcgov.com/osba) and look under "Programs."

Palm Beach County is not under any obligation to select Short List artists or a Finalist or to award a contract if, in the sole judgment of Palm Beach County the artist materials do not meet the eligibility, qualifications or objectives for the project.

### **Questions**

Questions are to be directed via e-mail to Elayna Toby Singer, Palm Beach County's Public Art Administrator at [esinger@pbcgov.org](mailto:esinger@pbcgov.org). Include the words "**PBSO Evidence/Impound Perimeter Barrier**" in the subject line of any e-mail regarding this project. All questions shall be submitted no later than 4:00 PM on March 4, 2016. Any verbal information provided shall not be binding and an applicant relies on such information at their own risk. All questions and answers will be posted weekly on the County's Public Art website: <http://pbcgov.com/fdo/art/artists/>

If applicants rely on information provided by persons other than Ms. Singer, they do so at their own risk. From the date of release of this Call to Artists until award of contract, no contact with the Short List Panel or Final Selection Panel or representatives of Palm Beach County, except as set forth above, related to this Call to Artists is permitted.

Any such unauthorized contact shall not be used as a basis for selection and may result in the disqualification of the artist's proposal.

In addition, the Palm Beach County Lobbyist Registration Ordinance prohibits an artist or anyone representing an artist from communicating with any County Commissioner, County Commissioner's staff, or any employee authorized to act on behalf of the Commission to award a particular contract regarding this Call to Artists, i.e., a "Cone of Silence." The "Cone of Silence" is in effect from the date/time of the deadline of the submission of the Short List Artist Application, and terminates at the time that the Board of County Commissioners, or a County Department authorized to act on their behalf, awards or approves a contract, rejects all bids, or otherwise takes action which ends the solicitation process. Artists may, however, contact any County Commissioner, County Commissioner's staff, or any employee authorized to act on behalf of the Commission to award a particular contract, via written communication, i.e., facsimile, e-mail, or U.S. mail. Violations of the "Cone of Silence" are punishable by a fine of \$250.00 per violation.

### **Amendments**

Changes to this Call to Artists, when deemed necessary by Palm Beach County, will be completed only by written Amendment(s) issued prior to the deadline for receipt of proposals. Proposers should not rely on any representations, statements or explanation other than those made in this Call to Artists, or in any Amendment to this Call to Artists. Where there appears to be a conflict between the Call to Artists, and any Amendment issued, the last Amendment issued shall prevail.

The Call to Artists and Amendments will be posted on Palm Beach County's Public Art website: <http://pbcgov.com/fdo/art/artists/>. **It is the sole responsibility of proposers to routinely check this website for any Amendments that may have been issued prior to the deadline for receipt of proposals.** Palm Beach County shall not be responsible for the completeness of any package (Call to Artists and Amendments) not downloaded from this website. It is the proposer's sole responsibility to assure receipt of all Amendments.

### **General Terms and Conditions**

1. Upon submission, all proposals become public records and the property of Palm Beach County.
2. Due care and diligence has been exercised in preparation of this Call to Artists and all information contained herein is believed to be substantially correct; however, the responsibility for determining the full extent of the requested services rests solely with those making proposals.
3. Palm Beach County reserves the right to reject any or all proposals submitted in response to this Call to Artists, waive any or all informalities and/or irregularities, re-advertise with either an identical or revised scope, or cancel this Call to Artists in its entirety.
4. Palm Beach County reserves the right to contact any or all proposers after submittal in order to obtain supplemental information and/or clarification in either verbal or written form.
5. The Finalist will be expected to execute a Contract for Professional Services. Prior to contract execution, the Finalist will be required to provide a written detailed plan, budget and timeline based on the proposal presented for approval by the Palm Beach County Art in Public Places Administrator. The time frame and installation/construction requirements will be negotiated between the Finalist and the County's Department of Facilities Development & Operations. No other terms of the contract are negotiable and the County will not consider changes to the contract. A copy of the contract is available for inspection upon request.
6. The Finalist must provide professional liability insurance in the minimum amount of \$1,000,000.