**Request for Proposal**

Public Art for the new *Clovis Senior Activity Center: A Smittcamp Family Legacy*

The City of Clovis (“City”) seeks an artist or artist team (“Proposer”) to create an engaging public artwork (“Project”) to be purchased and placed in the new *Clovis Senior Activity Center: A Smittcamp Family Legacy.* Artists with previous experience in creating public art are encouraged to apply. The City will purchase the Project from the successful Proposer and the Project will be displayed inside the new senior center facility located at 735 Third Street, Clovis, CA, 93612.

**Budget:**

The Project is funded through a voluntary donation made by the Clovis Community Foundation and administered by the *Friends of the Clovis Senior Activity Center*, a 501(c)(3) non-profit fundraising group.

A maximum of twenty-five thousand dollars ($25,000.00) is allocated for this Project. All expenses for the selected design and commission are the responsibility of the Proposer., including, but not limited to: travel/lodging, fabrication and supplies including engineering, rigging, equipment rental, insurance, and shipping. Cost of installation will be the responsibility of the City.

**Site Description:**

The *Clovis Senior Activity Center: A Smittcamp Family Legacy* is a new City facility located in the Old Town area of Clovis, California. The building is owned and will be operated by the City of Clovis and is scheduled to open mid-year of 2023. The senior activity center will provide recreational and enrichment classes, programs, and events for community members over the age of 50. The facility has been designed to reflect the geographical and historical location within the City of Clovis.

**Project Scope and Details:**

The scope for this Project focuses on the selected proposal design and installation of an interior public artwork or artworks that will enhance the experience of the community while inside the building. The Project should establish a unique sense of place and creatively reflecting the character and history of the City and its Old Town neighborhood. The goal of the Project is to create a site-specific landmark artwork that creates an interesting point for discussion and an interest inside the City facility. The Project should strive to reflect and promote the history of the senior center building site, intended use of the facility, and the City’s values and citizenry.

The Project may be constructed of any appropriate material, including, but not limited to, paper, metal, wood, digital images, or photographs. Special attention and focus on the use of materials that reflect the origins of the City is encouraged. The Project may be designed to move within the confines of the building space, but such movement must be restricted so it does not endanger building occupants or the structure.

The Project will be suspended inside a tower located in the center of the building (see attached photos and measurements). The tower has been designed to accommodate a Project installation of not exceeding a total of one thousand (1,000) pounds. The art must be able to pass through existing doorways that measure 6 feet wide and 6’7’’ tall. The four (4) walls of the tower can be used to enhance the installed Project. There are four (4) gang boxes with one (1) gang box located on each of the four (4) tower walls. All four (4) boxes will accommodate 120 voltage each. Lighting from above the tower and adjacent to the Project may be available and may potentially be incorporated.

**Selection Information:**

The Project is open to any artist or artist team legally abiding by the laws of the United States and the State of California and is/are eligible to sell works of art in the United States. Proposer must be eighteen (18) years or older. Proposer must demonstrate professional experience designing, fabricating, and creating projects with a similar budget and scope, and the ability to create public art that meets the desired installation environment. Artists residing in Clovis and Fresno, and within the surrounding communities of Fresno County are strongly encouraged to apply. The City reserves the right to reject any and all proposals, with or without cause.

The Tower Art Selection Committee (“Committee”) is composed of seven (7) community members who represent the arts community and the general public. The Committee shall evaluate all valid proposals, and once qualifications and references have been verified, the Committee will conduct interviews to narrow the field for selection. Any Proposer selected by the Committee for an interview must participate in an interview to remain eligible for selection. The Proposer will not be compensated for interview related expenses.

It is not necessarily the City’s intent to select the lowest priced proposal, but rather, the proposal that is determined to be the best overall value. The selection of a successful Proposer will be based on the responsiveness of the Project proposal; the Proposer’s experience, qualifications, vision, and feedback from references; the quality of the Project proposed; and the overall cost of the Project.

Once the Committee selects a desired Proposer, the Committee shall send a Notice of Recommended Award to all Proposers by U.S. Mail and/or electronic mail to the addresses provided by the Proposer within the proposal.

Upon approval of the award, the successful Proposer will be required to enter an agreement with the *Friends of the Clovis Senior Activity Center* for the Project. The provisions of this agreement may include, but are not limited to:

* Payment amount and schedule
* Term of the agreement
* Delivery dates/performance criteria
* Ownership of Artwork and Copyrights Waiver of Visual Artist Rights Act (VARA) and California Art Preservation Act (CAPA)
* Compliance with Laws and Regulations
* Indemnification
* Insurance Requirements

**How to Submit a Proposal:**

Proposers must submit proposals via Planet Bids at www.planetbids.com. The proposal must include all the following in order for the proposal to be responsive and considered by the Committee:

* **Digital images:** Five (5) digital images of previously completed artwork demonstrating the required experience with similar projects.
* **Resume or Curriculum Vitae (“CV”):** Current professional resume or CV including Proposer address, email address, and phone number. Proposer comprised of multiple artist team members must submit one (1) resume/CV for each team member.
* **References:** Two (2) professional references with current contact information. Proposers with multiple artist team members must submit two (2) professional references for each team member.
* **Statement of Concept:** A clear statement of concept for the Project, including conceptual drawing or other visual demonstration of idea, and a written explanation of proposed aesthetic, direction, and/or vision.
* **Cost Estimate**: All Project-related costs must be presented and accounted for.

**All proposals must be submitted to:** [**www.planetbids.com**](http://www.planetbids.com) **no later than January 31, 2023 at 5:00pm PST. Any proposals received in a method not prescribed by this request for proposal, or not by the date and time provided will not be considered.**

**Site Visit:**

Proposers must attend an orientation at the site to view the tower space on either Thursday, December 15, 2023 at 1:00pm or Thursday, January 12, 2023 at 1:00pm located at 735 Third Street, Clovis, CA, 93612. Proposers may attend both orientations, if desired.

**Timeline:**

Deadline to receive final questions by: Monday, January 23, 2023 at 5:00pm PST

Proposals must be received no later than: January 31, 2023 at 5:00pm PST

Evaluation of proposals by Committee to conclude on: March 31, 2023

Committee Notice of Recommended Award to be sent by: April 15, 2023

**Inquiries:**

Please direct all inquiries to:

Amy Hance, General Services Manager

City of Clovis

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