

**CITY OF CHATTANOOGA
PURCHASING DEPARTMENT
101 EAST 11th STREET, STE. G-13
CHATTANOOGA, TENNESSEE 37402**

Request for Proposals for the City of Chattanooga, TN

RFP No. 121947

Ordering Dept.: Public Art Chattanooga, Economic & Community Development Department

Buyer: Sharon Lea / slea@chattanooga.gov

Phone No.: 423 643-7235

Fax No.: 423 643-7244

Request for Proposals for ML King District Sculpture Exhibition

*****REQUEST FOR PROPOSALS MUST BE RECEIVED*****

NO LATER THAN

4:00 PM E.S.T. on Monday, January 11, 2016

*****ALL QUESTIONS MUST BE RECEIVED VIA EMAIL*****

NO LATER THAN

4:30 PM E.S.T. on Monday, January 4, 2016

The City of Chattanooga reserves the right to reject any and/or all proposals, waive any informalities in the proposals received, and to accept any proposal which in its opinion may be for the best interest of the City.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color or national origin.

The City of Chattanooga (COC) Terms and Conditions posted on Website are applicable:

<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

NOTE: ALL PROPOSALS MUST BE SIGNED.

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE US WITH THE FOLLOWING

Company Name: _____

Mailing Address: _____

City & Zip Code: _____

Phone/Toll-Free No.: _____

Fax No.: _____

E-Mail Address: _____

Contact Person: _____

Signature: _____



CALL TO ARTISTS
Issued by Public Art Chattanooga | City of Chattanooga
November 2015
RFP 121947

RFP 121947
ML KING DISTRICT SCULPTURE EXHIBITION
CHATTANOOGA, TENNESSEE

PROPOSAL DEADLINE: 4:00 PM EST JANUARY 11, 2016
QUESTION DEADLINE: 4:30 PM EST JANUARY 4, 2016

Public Art Chattanooga is seeking artwork from artists for the ML King District Sculpture Exhibition in Chattanooga, Tennessee. The exhibition will be installed on the front lawn of the Bessie Smith Cultural Center and African American Museum in the heart of downtown Chattanooga and the ML King District. Works can be in any media, must be suitable for outdoors, and may be functional or non-functional, temporary in nature (up to 2 years) or permanent. Up to five sculptures will be selected to be on view for two years from May 2016 to May 2018.

The MLK community reflects over 100 years of Chattanooga and African American history and commerce in Chattanooga, Tennessee. Since 1994, the community has been listed on the National Register as an area of great historical significance. Once known as the "Big 9," MLK Boulevard (formerly Ninth Street) is the only remaining cohesive area historically associated with Chattanooga African Americans. The district is currently experiencing incredible growth, renewal and reinvestment. The exhibition site is located in the heart of it all. Artists of color are strongly encouraged to apply.

Eligibility: This RFP is open to all professional artists and artist teams over the age of 18, who currently reside in the United States.

Stipend: Each artist will receive a \$5,000 stipend.

Application Deadline: Applications must be **received** (electronically, hand delivered, or mailed) no later than **January 11, 2016 4:00 pm EST**. No exceptions. Refer to page 4 for application procedures. The application can be found on page 5 of this document or downloaded at: <http://www.chattanooga.gov/public-art/about/calls-to-artists>.

PROJECT BACKGROUND:

Since 2005, Public Art Chattanooga has organized exhibitions and placed numerous public artworks throughout Chattanooga. The MLK community reflects over 100 years of Chattanooga and African American history and commerce in Chattanooga, Tennessee. Since 1994, the community has been listed on the National Register as an area of great historical significance. Once known as the "Big 9," MLK Boulevard (formerly Ninth Street) is the only remaining cohesive area historically associated with Chattanooga African Americans. The MLK historic district borders the city's central business district and occupies five blocks between Houston and University streets. Recently, the district has experienced tremendous growth and renewal with new businesses, housing, sidewalks, trees, public spaces and an innovation district. In the heart of the district and adjacent to the Bessie Smith Cultural Center will be 40,000 square foot mural by nationally recognized muralist, Meg Saligman. The mural is expected to be completed at the end of 2015 and will further capture the rich history, renewed energy and vision for the district.

ML KING DISTRICT & THE BESSIE SMITH CULTURAL CENTER:

The Chattanooga African American Museum was founded in 1983 by ten empowering visionary leaders from Chattanooga: Roy Noel, Jacola Goodwin, Sallie Crenshaw, Agnes Locke, Leonard Wellington, Elizabeth Champion, Levi Moore, Rayburn Traughber, Catherine Kimble, and Rev. Williams Banks.

Located in an area once dubbed as the city's black enterprise zone, (the famed 9th Street District) now known as M.L. King Boulevard, the museum's original goal was to present the many contributions African Americans made to the development of Chattanooga. The rise in the number of African American Museums during the 1960s paralleled the growth in African American studies throughout the nation. Both visions were attempts to compensate for the failure of the American education system to provide adequate inclusion and contributions of African Americans in American history and culture.

In 1996, a newly renovated facility became the new home of the Chattanooga African American Museum and the Bessie Smith Hall. Located at 200 E. M. L. King Boulevard, the facility was established to pay homage to the late "Empress of the Blues", Bessie Smith, through the establishment of a Performance Hall within the complex. The Bessie Smith Performance Hall has become well known in the Chattanooga community as an educational institution and spectacular venue to host performances, banquets, meetings and various community events.

What is now one organization began as two that were distinctly separate. Over the past 32 years, the Bessie Smith Performance Hall developed a strong brand within the Chattanooga community. As a result of an extensive strategic planning process and to generate an overall awareness of what the one entity offers to Chattanooga, surrounding areas, and the southeastern region, the Chattanooga African American Museum/Bessie Smith Performance Hall was renamed the Bessie Smith Cultural Center in 2009. The center is affectionately referred to as "The Bessie."

The mission of the Bessie Smith Cultural Center is to become the premier interdisciplinary cultural center that promotes cultural, educational, and artistic excellence and fosters research and education of African and African American heritage; and provides a venue that allows the community to celebrate through education, art and entertainment.

For more information please visit:

<http://www.publicartchattanooga.com/>

<http://www.bessiesmithcc.org/>

<http://www.animatemlk.com/>

<http://www.chattanooga.gov/>

<http://www.chattanoogafun.com/>

<http://www.chattanoogachamber.com/gettoknowus/riverfront.asp>

PROJECT DETAILS:

Artwork Specifications:

Works may be in any media and must be durable, suitable for outdoors and able to withstand the elements as well as interaction with pedestrians and the general public. Works may be functional or non-functional and may be made available for purchase. Up to five works will be selected for this exhibition.

Duration of Installation:

The five selected works will be on view for **two years** from May 2016 – 2018. The City of Chattanooga will insure the selected works for the duration of the exhibition period.

Stipend:

Each artist selected for the two-year exhibition will receive a \$5,000 stipend. The artist will be responsible for transportation to and from site and for installation and are encouraged to be on site to oversee installation. Most installation costs regarding site prep will *not* be the responsibility of the artist (i.e. pads, crane, etc). Once installed, works will be insured by the City of Chattanooga. All removal costs and arrangements (equipment rental, labor assistance, etc.) will be the responsibility of the artist.

Deadline:

Applications must be received (electronically, hand delivered, or mailed) by **January 11, 2016, 4:00 pm EST**. No exceptions. Refer to page 4 for application procedures. The application can be found on page 5 of this document or downloaded at:

<http://www.chattanooga.gov/public-art/about/calls-to-artists>.

Timeline:

November, 2015.....Announcement of RFP
January 4, 2016 | 4:30 p.m. EST.....Deadline for receipt of questions (no exceptions)
January 11, 2016 | 4:00 p.m. EST.....Deadline for receipt of application materials (no exceptions)
January 2016.....Review proposals and notify artists
May 2016.....Installation of sculptures
May 2018.....De-installation of sculptures

Selection Process:

An ad hoc selection panel including representatives of the Public Art Committee, the City of Chattanooga, Bessie Smith Cultural Center and neighborhood residents and business owners will review all proposals.

The panel will use the following criteria in the selection process:

- Submittal of all required application materials as outlined in this RFP;
- Attention to context: architectural, historical, geographical, and cultural;
- Proven ability to create distinctive site specific artwork as exhibited by past work;
- Originality: creativity and uniqueness of proposed artwork concept for this project;
- Quality and craftsmanship of product as exhibited by past work;
- Maintainability: structural and surface soundness, durability and resistance to vandalism, weathering, excessive maintenance, repair costs;
- Appropriateness for placement on an urban pedestrian site and ability for artwork to withstand public interaction where it can be touched and climbed upon;
- Public safety, and compliance with the Americans With Disabilities Act; and
- Feasibility: artist’s proven track record/ability to complete the work on time and within the budget

Terms:

- The City of Chattanooga and the Public Art Committee will not accept any responsibility for the loss or damage of artist submission materials.
- The City of Chattanooga and the Public Art Committee will not accept any responsibility for costs incurred by the artist in responding to this Call to Artists.
- Artist is responsible for all maintenance and repairs from vandalism or accidents occurring during the duration of the exhibition.
- Artists or artist collaborations selected for this exhibition will be required to meet contract terms and scopes. No additional and/or contingency funds will be available.
- In the event that the piece is purchased at the conclusion of the exhibition, the lender shall pay the Public Art Chattanooga a commission of 35% of the sales price to support future public art projects.
- Respondents to this Call to Artists agree to abide by the terms and conditions of Call.

ML KING DISTRICT SCULPTURE EXHIBITION APPLICATION GUIDELINES:

Proposals must be submitted electronically, by mail or hand delivered and must include two copies of all printed materials. Materials should be single-sided and must include the following:

1. Completed application form (included at the end of this RFP on page 5).
2. Current Résumé (two-page limit).
3. Letter explaining the artist's interest in the project. This document should be no longer than one page (single-spaced, 1-inch margins, 12 pt. font).
4. List of professional references (at least three): Please include name, address, phone number, and e-mail address for each individual.
5. A maximum of 10 digital images of recent relevant work saved to CD or thumb drive. The specifications for the digital images are as follows:
 - Please be sure to indicate which works(s) are available for the exhibition and which are support images.
 - List available images first followed by support images. The numbers must correspond to the annotated image list.

All CDs must be labeled with the applicant's name, contact information (telephone number and e-mail address), and number of images. Every image file must be titled first with the number of the image in the order to be viewed (use "0" in front of single-digit numbers), followed by the artist's last name [for example: 01_Smith; 02_Smith]. The numbers must correspond to the annotated image list. Do not imbed images into a PDF, PowerPoint presentation or other document.

Acceptable digital images must be:

- Dimensions: Minimum 800 x 600; Maximum 1600 x 1200
 - File Format: JPG (do not use Progressive JPGs, GIFs, or TIFFs) at 72 DPI
6. Annotated Image List (two-page limit): Please include the artist's name as a heading, and a brief description of each image including title, date, medium, dimensions, and budget or price.
 7. Please do not submit paper materials in plastic covers, binders, or folders. Use only paper clips to bind your materials. Materials not requested will not be reviewed.
 8. Please write "**REQUISITION #121947**" on the outside lower left-hand corner of envelope before mailing application materials.

Deadline: Application materials must be received by **January 11, 2016, 4:00 p.m. EST.**

Send application materials to:

City of Chattanooga
Purchasing Department
ATTN: Sharon Lea
101 East 11th Street, Ste G13
Chattanooga, TN 37402

Application Form: ML King District Sculpture Exhibition, Chattanooga, TN

Please complete this form and include it with all of the required application materials.

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone: _____ Cell/Mobile (optional): _____

E-mail address: _____

Website (optional): _____

Submitted Materials Status (if applicable):

_____ I would like for my CD to be retained for future commission opportunities.

_____ I would like for my CD to be returned to me, and I have enclosed a self-addressed envelope with sufficient postage for this purpose.

I understand and agree to all of the terms of this RFP / Call to Artists

Signature and Date:

Submittal Instructions and Requirements:

Deadline: Application materials can be sent electronically, mailed or hand delivered. They must be received by **January 11, 2016, 4:00 p.m. EST**. Send materials and direct all questions to:

City of Chattanooga
Purchasing Department
ATTN: Sharon Lea
101 East 11th Street, Ste. G13
Chattanooga, TN 37402

Sharon Lea
Buyer | City of Chattanooga
(423) 643-7235 phone
(423) 643-7244 fax
slea@chattanooga.gov

Instructions for Electronic Submission

If you are interested in submitting your entire response electronically, please follow the below instructions:

****Responses must be loaded no later than 4:00 PM EST January 11, 2016****

- 1. Email Sharon Lea at slea@chattanooga.gov stating you would like to submit your response electronically. Please include your return email address.**
- 2. You will receive an email from Sharon Lea (via Google Drive). This email will contain a link to a unique folder in the City of Chattanooga Google Drive.**
- 3. Click on the Folder Link in the email to be taken to the Drive.**
- 4. You will be prompted to “drop” your file in your unique folder.**
- 5. This will remain sealed and secure until the RFP stated deadline.**

If you have any questions, please call 423-643-7235 or email slea@chattanooga.gov

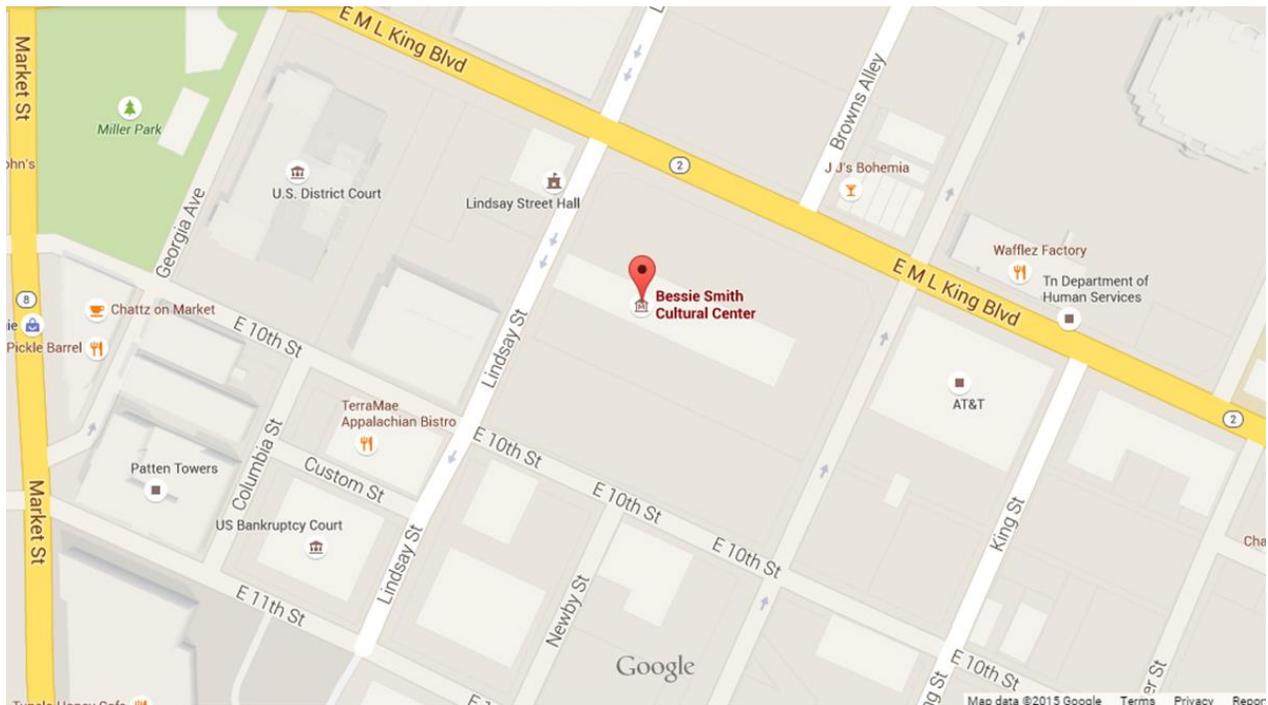
ML King District Sculpture Exhibition: Images of Sculpture Sites



ML King District Sculpture Exhibition: Images of Sculpture Sites



ML King District Sculpture Exhibition: Images of Sculpture Sites



above: Map of site.

(Map can be accessed via web at <https://goo.gl/nlQ7ST>)