

NORFOLK ARTS

PROSPECTUS

City of Norfolk, Virginia Public Art Program
Commission of Artwork for Riverview Village

RFP 4884-0-2016/DH, SUBMISSIONS DUE: 2:00 PM EDT, December 8, 2015

The Norfolk Public Art Commission and the Riverview Art Planning Committee seek to commission an artist to design and create exterior artwork.

LOCATION/CONTEXT: Riverview Village emerged as a suburban community north of the growing downtown area of Norfolk, Virginia in the early 1900s and flourished as a streetcar suburb in the twentieth century. It is nestled beside the Lafayette River, a primary tributary of the Elizabeth River that flows to the Chesapeake Bay. A five minute walk through Lafayette Park brings you to the Virginia Zoo. The Riverview Historic District was added to the National Register of Historic Places in 1999.

Once home to the glamorous Lafayette Yacht Club and a deluxe boat haven, the neighborhood includes notable examples of a variety of Late Victorian and Late 19th and 20th Century Revival style homes. Some of the still existing houses are highly ornamented and include wrap-around porches, complex roof configurations, bracketing, denticulate cornices, and an array of ornamental cladding materials. It remains an architecturally cohesive community that features primarily freestanding single-family dwellings.

A burgeoning business district lines the Granby Street main thoroughfare and is home to a 1912 French bakery, restaurants, a vintage movie theatre (now closed), banks, auto repair businesses, an art gallery, a flower shop, a yoga studio, and antique, second-hand and consignment shops. Riverview is unique and eclectic and is home to an annual front porch art walk and a variety of creative entrepreneurs. It is a welcoming community that is friendly, open-minded and shares a love of good food, good times and good friends.

The community vision for Riverview is to be a peaceful place where everyone can enjoy laidback shopping, leisurely dining and relaxing entertainment on the lovely waterfront.

PROJECT DESCRIPTION: The Public Art Planning Committee seeks an artist to design and create artwork that will be a gateway reflective of the riverfront village. The work should be a fresh, creative representation that speaks to Riverview Village's wonderful historic integrity. We hope the gateway artwork will announce that this is a special cool, hip place to slow down and enjoy.

SIZE/MEDIA: The artwork will be viewed by vehicular traffic. It must be fabricated in durable, permanent outdoor materials that are safe and easily maintained.

PROJECT SITE: There are potential areas for exterior artwork at either end of the Riverview business district. Artists can explore the opportunity to create artwork on the Granby Street Bridge as a gateway to enter Riverview Village. Artwork can be an actual gateway arching over, into or across Granby Street. See attached site plan and photos.

PROJECT FUNDS: Up to three finalists may be selected to be interviewed by the Public Art Planning Committee via Skype. The finalists are not expected to complete a design at this stage but will be interviewed about past work and creative process. There will also be a preliminary discussion of the site. The committee reserves the right to select the final artist without a finalist process.

The total budget for the completed, delivered and installed artwork is \$230,000. This will cover artist's honorarium, fabrication, materials, shipping and insurance, travel expenses necessary to complete the project, project plaque, final documentation and any incidental expenses. The artist must hire a Virginia licensed contractor to install the artwork(s). The selected artist may be asked to present a community educational workshop or presentation.

Please note that a city contract will be issued with a design phase requiring review and approval by the Public Art Commission prior to fabrication.

The selected artist must carry a Commercial General Liability Insurance Policy naming the City of Norfolk as an additional insured, and must provide certificates of insurance to that effect guaranteeing thirty (30) days written notice before any changes to the policies become effective. Insurance can be purchased and certificate presented after the first payment is made. If the artist employs anyone in connection with this work, the artist must carry a workers compensation insurance policy and an automobile liability insurance policy if appropriate. The artist shall also be responsible for assuring subcontractors, if there are any, meet the same insurance requirements.

CALENDAR: This calendar is subject to change.

December 8, 2015, 2:00 p.m. EST time, submittal due date and time
January 2016, selection announced
Winter 2017, completion of art

SELECTION CRITERIA AND AWARD CONSIDERATIONS: The commission will be awarded based on many factors such as the aesthetic value, creativity and contemporary relevance of the proposed piece. The city will consider the diversity of beliefs and values and general standards of decency of the citizens who fund the commission and purchase public art for the City of Norfolk. The award will be made to the responsible offeror whose submission is determined in writing to be the most advantageous to the City taking into consideration the evaluation factors set forth in this Request for Proposal.

The following criteria will be used in the proposal evaluation process:

- Artistic merit (excellence, originality, creativity and innovative approaches) as evidenced by submitted materials
- Professional artistic experience to fulfill the requirements of this project either in studio, educational, community, employment and/or art projects and the ability to undertake the design, creation and installation of the artwork
- Appropriateness of materials, style and concepts in relation to this prospectus

PROPOSAL REQUIREMENTS: Ten (10) copies of each package must be submitted. The original proposal must be clearly marked. Only one (1) CD-ROM or USB flash drive of your prior work is required with your proposal. Each proposal shall also provide the following information:

1. a letter of interest, not to exceed one page, explaining why you are interested in this project and how you will approach the artwork design and creation.
2. up to 10 images of prior work, submitted as digital images (1 copy) to the following specifications.
DIGITAL IMAGES: Images should be sent on a PC-compatible CD-ROM or USB flash drive in JPG format. Each file should be named with vendor surname and image number to correspond with annotated image list. Maximum image size is less than 1MB. Do not embed images into PowerPoint or submit moving images or audio files.
3. an annotated image list not to exceed two pages, clearly labeled with your full name and a numerical listing for each image, the title of the work, the media, dimensions, project budget and year of completion.
4. a current resume not exceeding two pages.
5. Signed STATEMENT OF UNDERSTANDING.

Staples only, no paper clips or folders. Please do not send any additional materials such as catalogs, maquettes, press articles, etc. They will not be reviewed by the Planning Committee.

QUESTIONS/FOLLOW UP: Questions about this project may be directed to Danny Hawk, Office of the Purchasing Agent, 757-664-4026, Fax 757-664-4018 or danny.hawk@norfolk.gov.

This Request for Proposals is governed in all respects, including but not limited to the award decision, by the Code of the City of Norfolk, 1979, as amended, especially Chapter 33.1, the Procurement Chapter, and its associated regulations. For more information on doing business with the City of Norfolk or to become familiar with the City Code generally, its Procurement Chapter and regulations, or the ethics and non-discrimination sections of the Procurement please go to the city web site at <http://www.norfolk.gov/purchasing>. The City encourages women and minorities to submit proposals and for non-minority artist to participate with small businesses and women and minorities through partnerships, joint ventures, subcontracts and other contractual opportunities. Please describe any planned use of such businesses in fulfilling this contract.

Before submitting proposals, please review the website <http://www.norfolk.gov/bids.aspx> for possible updates and addendums.

All proposals must be received in an appropriately marked sealed envelope or suitable container to the Office of the Purchasing Agent, 230 East Main Street, Suite 250, Norfolk, VA 23510, at or prior to 2:00 P.M., EDT Time TBD, 2015. On the outside of your proposal please reference RFP 4884-0-2016/DH.

TO ALL OFFERORS: Statement of Understanding

Fill out, sign and submit with your proposal.

All information submitted in this proposal is true and artwork represented is accurately attributed.

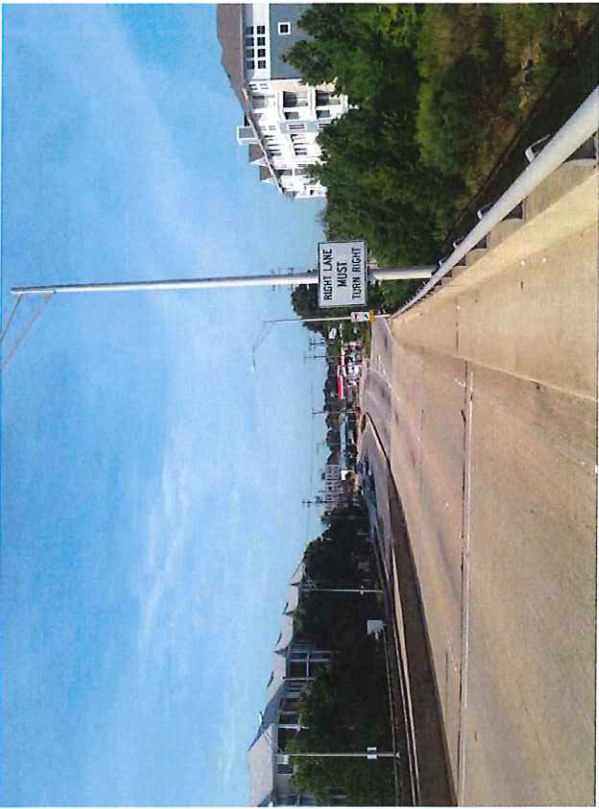
In the preparation and submission of this proposal, I did not directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement or act any way to conspire to rig bids.

In compliance with the Code of the City of Norfolk, Virginia Section 33.1-9, trade secrets or proprietary information submitted by Offerors in connection with a procurement shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the contractors must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the specific area or scope of data or other materials to be protected and state the reasons why protection is necessary. An all-inclusive statement that the entire bid is proprietary is unacceptable and will not be honored. A statement that costs are to be protected is unacceptable and will be disregarded.

This Request for Proposals is governed in all respects, including but not limited to the award decision, by the Code of the City of Norfolk, 1979, as amended, especially Chapter 33.1, the Procurement Chapter, and its associated regulations. I have read and am familiar with the City Code, its Procurement Chapter and regulations, and the ethics and non-discrimination sections of the Procurement.

Signature _____

Date _____



View from Granby Street Bridge coming into Riverview from north



View from Granby Street Bridge coming into Riverview from north



View coming into Riverview from the south



View coming into Riverview from the south