



PROSPECTUS

**City of Norfolk, Virginia Art Program
Commission of Artwork for Fire Rescue Station #11
SUBMISSIONS DUE: 11:59 PM MST, November 27, 2022**

**The Norfolk Arts Commission
and the Fire Rescue Station #11 Planning Committee seek to
commission an artist to design and create artwork.**

LOCATION/CONTEXT: The new Fire Rescue Station #11 will replace the second oldest fire station in Norfolk. It is centrally located on Lafayette Boulevard in Fairmount Park, one of many established neighborhoods of Norfolk. Fairmount Park is a solid mixed income neighborhood with modest homes, tree-lined streets, and strong character located in the middle of Norfolk. Dating back to 1899 it is one of the most culturally, ethnically, and generationally diverse and integrated neighborhoods. It is bordered by the waterways of the Lafayette River and Wayne's Creek.

Beginning in 2002, neighborhood residents came together and worked with the City to create the Fairmount Park Neighborhood Revitalization Plan. The Plan addresses economic and business development, housing, homeownership and conservation, infrastructure, public facilities and services, parks and trails, public safety, and emergency services. The new fire station was always a part of the '02 plan. The fire station will serve 11 different neighborhoods and will be a beacon, a landmark in the business corridor for the neighborhood and for the city. The new building is modern and aesthetically designed with the newest ideas of sustainability and efficiency to create calm and reduce trauma for firefighters and paramedics. The station is part of the natural progression of economic development for Lafayette.

PROJECT DESCRIPTION: The committee wants inspiring, engaging, forward-thinking art, and make a strong statement to live up to the quality of the building design. The artwork should stimulate thought and serve as an example of creativity, be adventurous, and embraced by a younger generation rather than tell the history. It should tell the story of a safe resilient neighborhood.

PROJECT SITE: The identified site for the artwork is a plaza area on the northwest corner of the new building site. A site plan is included.

SIZE/MEDIUM: The artwork should be large enough to be seen by vehicular traffic but also enjoyed by pedestrians both during the day and at night. There is electricity at the site. The artwork must be made of durable, permanent materials that are safe and easily maintained and will stand the test of time.

PROJECT FUNDS: Up to three finalists may be selected to be virtually interviewed by the Art Planning Committee. The finalists are not expected to complete a design at this stage but will be interviewed about past work and creative process. 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 \$125,000. This will cover artist's honorarium, engineering, fabrication, installation, materials, shipping, insurance, and 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 Norfolk Arts 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.

November 27, 2022, 11:59 p.m. MST time, submittal due date and time

Winter 2022, selection announced

Spring 2024, 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: Submission must be submitted to https://artist.callforentry.org/festivals_unique_info.php?ID=10538 by 11:59 PM MDT on November 27, 2022. There is no application fee to apply or use the online application system.

The following materials are required:

1. **Statement of Understanding**, online agreement of compliance to all State of Virginia codes. By submitting your application, you agree to the Statement of Understanding.
2. **Letter of Interest** outline your interest in this project and how you will approach the artwork design and creation. (500-word max)
3. **Resume**, maximum of two (2) pages, outlining your professional accomplishments. If submitting as a team, please include resumes for each team member, with each resume not exceeding two (2) pages.
4. **Artwork Images**, selection of up to ten (10) images representing artworks most relevant to the scope of this opportunity.
5. **References**, three (3) professional references, including name, affiliated organization (if appropriate), email address, phone number, and relationship to each reference.

QUESTIONS/FOLLOW UP: Questions about this project may be directed to Karen Rudd, Norfolk Arts, 757-284-8445, or karen.rudd@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.

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 _____