



## **CALL TO ARTISTS – Request for Qualifications (RFQ)**

### **[San Ramon Library Public Art](#)**

**\*\$30,000 awarded for the total budget for the San Ramon Library Public Art Project**  
**\*Statement of Qualifications (SOQ) Deadline: November 18, 2020 at 3:00pm (PDT)**

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#### **ELIGIBILITY**

This RFQ is open to all practicing, professional artists living in the western continental United States including Arizona, California, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington and Wyoming. Experience in public art is desirable but not required. The selected artist must be available to attend a minimum of four (4) meetings with City staff and City Advisory Committees/Commissions during the design phase and timeline for the artwork.

#### **DESCRIPTION**

The City of San Ramon is seeking qualified artist(s) interested in creating a site specific work of public art for the San Ramon Library. The San Ramon Library Public Art Piece should be relevant to the overall essence of the Library (*i.e.* sense of wonderment, curiosity, education, learning, inclusiveness, appropriate for all ages and walks of life, etc.) This can be approached abstractly or literally. Artists of all media are encouraged to apply.

The San Ramon Library is a vital center of community activity. The library is located in the Marketplace shopping center at 100 Montgomery Street, across the street from Central Park and the San Ramon Community Center. The library includes a large children's area with a separate story room, teen area, public access computers and free wireless Internet access. Collections include materials in a variety of formats that support the educational and entertainment needs of the community. Programs for children, teens, and adults are provided with the support of San Ramon Library Foundation. San Ramon is also particularly proud of the jazz collection and annual jazz concerts which take place at the library.



### **BUDGET**

The proposed budget for the San Ramon Library Public Art Project is up to \$30,000. The budget must include all artist fees and costs associated with the design, fabrication, shipping, engineering, installation, travel, and acquiring of all necessary permits, insurances and licenses.

### **TIMELINE**

<b>ACTIVITY</b>	<b>PLANNED DATES/TIME</b>
RFQ Issued	September 23, 2020
Deadline to Request More Information	November 4, 2020, 5:00 p.m.
SOQ Deadline	November 18, 2020, 3:00 p.m.
Review Applications	December 1-15, 2020
Artist Interviews	January 4-6, 2021
Notify Selected Artists	January 12, 2021
Council Approval and Award	January 26 or February 9, 2021
Commence Services	March 1, 2021
Completion	Within 18 months of the execution of the contract

### **SELECTION PROCESS**

Evaluations are based on artistic qualifications and merit; demonstrated ability to create works that are unique, appropriate to the location, and meaningful to the community; experience working successfully with government agencies, engineers, architects, and project managers; ability to handle all aspects of the project including procurement of plans stamped by and engineer and installation of the project on site; and completeness of proposal. The Selection Committee will select the top candidates for further consideration and will request a more detailed proposal and/or a personal interview. The detailed proposals will be reviewed by the Arts Advisory Committee and City Staff, after which time

a recommendation will be made for artist's selection to the Parks and Community Services Commission. The City of San Ramon reserves the right to reject all proposals.

### **SELECTION CONSIDERATIONS**

The Committee will review all submissions and evaluate based on the following:

- Proposed approach to a unique public art piece for the San Ramon Library
- Past experience creating durable art for public spaces that are of similar scope and scale to the existing project, or comparable professional experience working in projects within the Public Sector
- Artistic excellence and originality as evidenced by representations of past work samples
- Composition, originality and creativity
- Availability to participate in the design, approval and implementation of the project and to complete installation by deadline.

### **HOW TO SUBMIT**

Please submit Statement of Qualifications (SOQ) which will respond to the items below. For full details and descriptions of each item refer to the RFQ:

[http://www.sanramon.ca.gov/UserFiles/Servers/Server\\_10826046/File/Business/RFP/Library%20Public%20Art%20RFQ.pdf](http://www.sanramon.ca.gov/UserFiles/Servers/Server_10826046/File/Business/RFP/Library%20Public%20Art%20RFQ.pdf)

SOQ must include:

- Cover Letter stating interest in the project, approach to public art and highlights any relevant past experience with projects of a similar scope
- General Qualifications (including samples of work)
- Experience with references
- Proposed concept and approach to this project

SOQs must be **received** by the City by or before November 18, 2020 at 3:00 p.m. (PDT) ("**SOQ Deadline**"). Respondent must submit one electronic copy of the SOQ by email with "SOQ for San Ramon Library Public Art Project," in the subject line and addressed to Jordan Foss, Administrative Analyst, at [jfoss@sanramon.ca.gov](mailto:jfoss@sanramon.ca.gov).

### **QUESTIONS**

Please contact Jordan Foss, Administrative Analyst at [jfoss@sanramon.ca.gov](mailto:jfoss@sanramon.ca.gov).