

**City of Portsmouth, NH
Fire Department
RFQ #29-10**

**CALL FOR ARTISTS
Design, execute and install Public Art sculpture
At New Fire Station 2
3000 Lafayette Road
Portsmouth, NH 03801**

The City of Portsmouth is calling artists to submit proposals to design, execute and install appropriate public art at Fire Station 2.

BACKGROUND

The City of Portsmouth's Fire Department (PFD) is constructing a new Fire Station 2 at 3000 Lafayette Road. This new station will replace the existing Fire Station 2 at 2700 Lafayette Road. As part of the City's "Percent for Art" ordinance, one percent of the construction cost of this project is designated for public art at the new station.

The new station will be approximately 14,000 square feet and will have three drive-through bays for vehicles. It will feature a training room and emergency operation center. It will allow the Fire Department to move some of its training functions and other operations out of the downtown headquarters on Court Street. The Portsmouth Fire Department is committed to using sustainable design strategies and goals in the construction of its new station. The PFD will be seeking LEED certification (leadership in energy and environmental design) for the new station. Exhibit A presents renderings of outside views of the new station, as well as, building layout designs.

The City of Portsmouth is seeking an artist, or team of artists to design, build and install a work(s) of art at the new fire station on Lafayette Road. The Fire department would like a single piece of new art to be installed at the new station (under the Percent for Art ordinance), however, proposals with more than one piece of art will be considered, as appropriate. The artist or team will work directly with the Fire Chief, building architects and landscape designers to incorporate the art into the building design.

An existing sculpture by Peter Hapney, currently installed in front of the existing Fire Station 2 at 2700 Lafayette Road, will be moved to the new fire station at the location shown on page 1 of Exhibit A. Exhibit B presents a photo of the existing Hapney sculpture.

BUILDING CONSTRUCTION SCHEDULE

The construction of the New Fire station began in April 2009 and is anticipated to be completed in the summer of 2010. Art pieces are expected to be installed prior to the opening of the new Fire Station

ELIGIBILITY

The competition is open to all professional artists, or teams of artists, with preference given to those in the Seacoast and New England region. Applicants will ideally have specific skills designing, fabricating, and installing artwork in one or more of the following media:

- Metal
- Glass
- Stone
- Concrete

- Ceramic
- Wood
- Light
- Surface treatment
- Sustainable design
- Environmental design

The selected artist or team should be able to work with architectural plans and have an interest in working with design professionals, city staff, and community members. Artists should have experience working within the public process, in public settings, as well as a proven ability to fabricate their own work or to work with fabricators and installers.

BUDGET

The selected artist or team will receive a commission of up to \$32,000. This fixed amount must cover all design, fabrication, transportation, documentation and installation expenses. Expenses should be calculated for all materials, artist(s) fees, studio rental, electricity, telephone, travel costs, a small contingency percentage, installation costs, liability insurance while installing artwork onsite, and insurance while work is under construction and during transportation and delivery. See "Insurance Requirements" below. Up to four finalists will receive a \$250 design fee and mileage reimbursement up to \$150. The winning artist(s) will receive 33 1/3% of the full contract amount within two weeks of the effective date of the signed contract; 33 1/3% when the project is two-thirds completed; and the final 33 1/3% upon installation of the sculpture.

APPLICATION DEADLINE

4 p.m., January 22, 2010

APPLICATION REQUIREMENTS

The following materials must be submitted in a sealed envelope and be delivered to:

RFQ #29-10 Fire Station 2 Percent for Art

City of Portsmouth
Purchasing Department
1 Junkins Avenue
Portsmouth, NH 03801

- A preliminary sketch of the proposal
- A written statement, not to exceed one page, that addresses the artist's/team's concept
- Budget estimate
- Project timeline
- Up to five print images of related work. May be submitted on a CD
- A current resume (If applying as a team, include resumes for all team members)
- A list of completed projects/works with references
- A return envelope with postage (stamps only)
- Do not submit models or final proposals at this time

SELECTION CRITERIA

Selection of an artist or team will be based on the following criteria

- Quality of previous related artworks
- Understanding of project goals and issues.
- Experience working in public settings
- Experience fabricating and installing permanent artwork

- Quality and appropriateness of the preliminary proposal in relation to the new building design and use, and to the existing Hapney sculpture
- Artist's or team's ability to carry out commission by keeping the project within budget, and completing the work on schedule
- Willingness of artist or team to consult with architect, construction manager, city staff and fire fighters (or designated representatives) to assure smooth integration of the artwork into building site and to make necessary adjustments in relation to potential construction issues

References provided as part of this application will be contacted prior to Artists' interviews.

SELECTION PROCESS

The selection process will occur in two phases: 1) a selection panel of art professionals, fire department representatives, and community members will review all applications and select up to four (4) finalists. 2) Each finalist will be awarded \$250 to develop a preliminary design for their proposed work (including a two-dimensional graphic representation). This design will be presented to the selection panel. The panel will interview the finalists and then make a recommendation to the Portsmouth Fire Commission who will then make the final choice. The winning artist or team will be required to execute a contract with the City of Portsmouth.

All submitting artists will receive notice of the selection of finalists. After such notification, materials will be returned if an envelope and sufficient postage are provided. Every effort will be made to ensure safe handling of the materials; however, the City of Portsmouth will not be responsible for any loss or damage.

NOTIFICATION OF RESULTS

The city expects that up to 4 finalists will be notified within two-weeks of the "Call for Artists" deadline. Finalists will then have four weeks to prepare their presentation to the selection panel. The selected artist or team will be notified at the conclusion of all interviews and panel deliberations. Applicants will receive notification of the panel's decision via mail. The City reserves the right not to select any of the applicants.

QUESTIONS

Contact Sue Cobler at scobler@ch.cityofportsmouth.com, or 603.610.7222 (T, W, TH 8AM - 4PM) with questions about the project. Questions will be accepted until 4:00 p.m., January 15, 2010. Addenda to this document, if any, including written answers to questions, will be posted on the City of Portsmouth website at <http://www.cityofportsmouth.com/finance/purchasing.htm> under the project heading. Addenda and updates will NOT be sent directly to the artists. Artists submitting a qualification response should check the web site daily for addenda and updates after the release date. Artists should print out, sign and return addenda with their submission. Failure to do so may result in disqualification.

SUBMISSION SCHEDULE

Deadline for submission of preliminary materials is **4 p.m. on January 22, 2010**. The City expects selection of finalists will take place by **February 5, 2010**. Finalists will be asked to submit a final proposal and a two-dimensional graphic representation of the proposal, visit the site and interview with the committee by **March 5, 2010**, with final selection by **March 13, 2010**.

Insurance Requirements for Selected Winning Artist(s)

Insurance shall be in such form as will protect the artist(s) from claims and liabilities for damages of bodily injury, including accidental death, and for property damage, which may arise from work under the contract with the City, whether such work is performed by the artist(s) or by anyone directly or indirectly employed by artist(s).

Amount of Insurance: (A) Comprehensive General Liability: Bodily Injury or Property Damage: \$1,000,000; combined single limit, per occurrence; (B) Automobile and Truck Liability: Bodily Injury or Property Damage: \$1,000,000; Workers Compensation as may be required under NH law. Contract will include a provision requiring the artist(s) to indemnify and hold harmless the City of Portsmouth for all claims arising in whole or in part from artist's(s') work on behalf of the City.

The City reserves the right to undertake such investigation into the artist's (s') reputation, qualifications and ability to perform as it deems necessary to ensure successful completion of the project. The City also reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the City. Should the City and the first ranked artist not be able to reach agreement on a final contract, the City may elect to negotiate with the next highest ranking artist.

**City of Portsmouth, NH
Fire Department**

**RFQ #29-10
Exhibit A**

**Exhibit A consists of the following pages as marked:
6, 7 and 8.**



WINTER STREET ARCHITECTS
 100 State Street
 Portsmouth, NH 03801
 Tel: 603.431.1111
 Fax: 603.431.1112

PORTSMOUTH
 FIRE DEPT.
 STATION 2

Project Number: 0254

CONSTRUCTION
 DOCUMENTS

Date Issued:
 OCTOBER 2, 2009

ARCHIT. SIT
 PLAN

PB1.0

EXHIBIT A



WINTER STREET ARCHITECTS
100 State Street
Boston, MA 02109
Tel: 617.552.1234
Fax: 617.552.1235
www.winterstreet.com

PORTSMOUTH
FIRE DEPARTMENT
STATION 2

Project Number: 02
CONSTRUCTION DOCUMENTS
Date Issued:
OCTOBER 3, 2011

EXTERIOR ELEVATIONS

PB2

EXHIBIT A

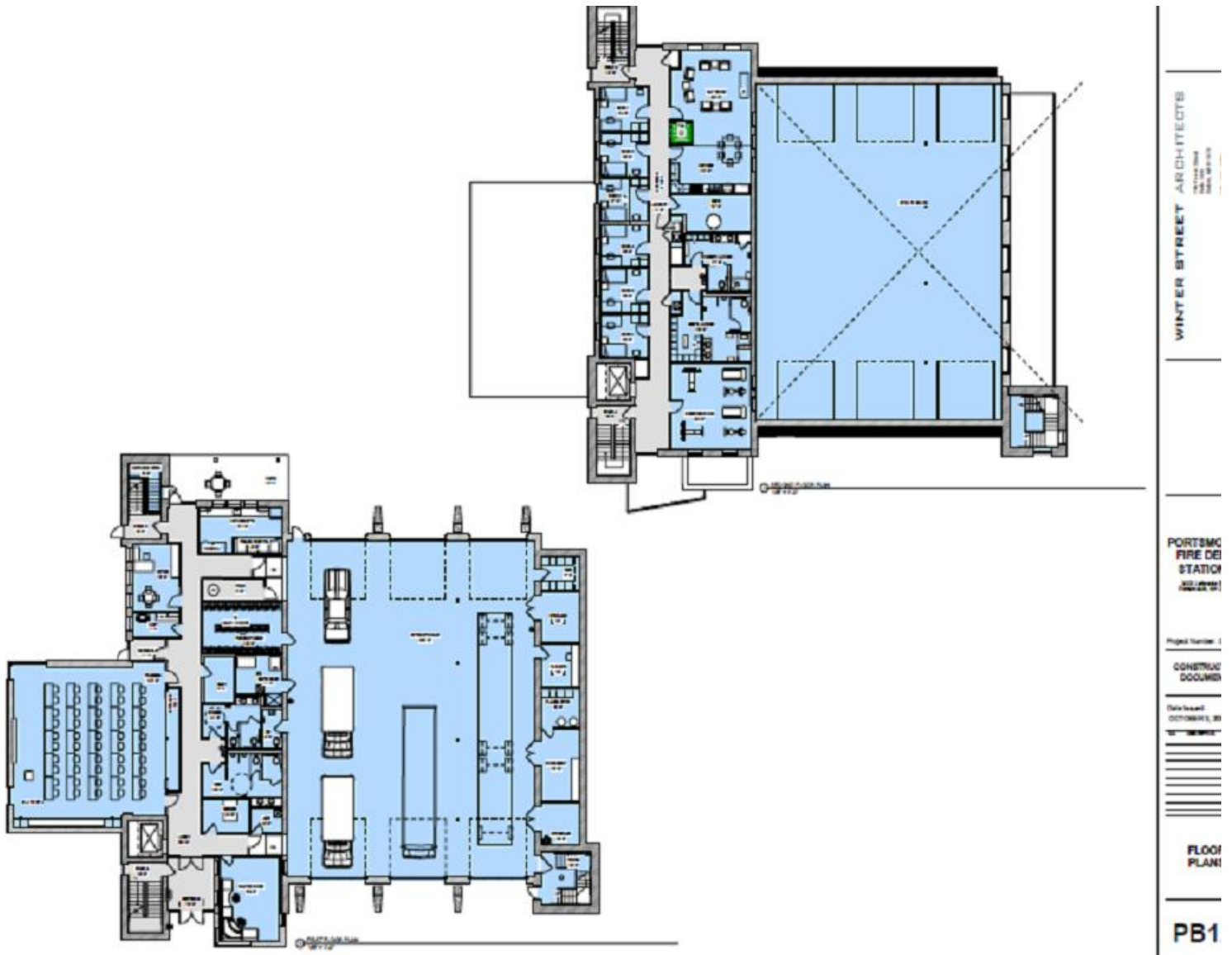


EXHIBIT A

**City of Portsmouth, NH
Fire Department**

**RFP #29-10
EXHIBIT B**

