

City of Ann Arbor Justice Center Artwork, Ann Arbor, MI
Statement of Qualifications- Request for Proposals
(SOQ/RFQ-797B)

The City of Ann Arbor seeks an artist, or artist collaborators to create artwork(s) for permanent inclusion in the southwest corner of the main lobby area of the Ann Arbor Justice Center (AAJC).

After years of debate and exploration regarding the housing of the 15th Judicial District Court and Ann Arbor Police Services, in 2004 City Council took action to deal with this long-standing issue. City Council and staff reviewed dozens of possible Court and Police locations in and around the downtown area, analyzed a multitude of proposed solutions, formed an independent task force to make a recommendation, listened to and sought out a variety of public input and spent countless hours investigating affordable building alternatives to address the space needs of the court while also creating much needed space for the Ann Arbor Police Services.

Years of public process and input resulted in the recommendation to build the 15th District Court and Police Facility on the west side of the current City Hall located at 100 N. Fifth Ave. The new building, which houses the 15th District Court, including its Probation Office, the Ann Arbor Police Services, and the City's Information Technology Unit is identified as the Ann Arbor Justice Center (AAJC). Together with the existing Guy Larcom City Hall building, which will house the remaining centralized City offices, the site is identified as the Ann Arbor Municipal Center.

The AAJC is a new five-story, 103,000 square foot building on the west side of the current Larcom City Hall building, plus approximately 19 spaces for secure parking at grade. The City's Information Technology Unit is in a non-public area on the first level. Above the first level are two floors for Police and two floors for the 15th District Court, including the Probation Office. Public entry will be from the entry plaza on the south side off Huron Street and from the north entry court off Ann Street through enclosed Atrium. The AAJC has been designed to achieve LEED Certification (Gold).

When the public approaches the Huron Street entrance to the AAJC, they will walk through a rain garden and past a piece designed by Herbert Dreiseitl, a large water feature sculpture with integrated glass pearls located at the east edge of the south plaza adjacent to the rain garden. Please visit the Ann Arbor Public Art Commission homepage to view the July 2009 Dreiseitl presentation: <http://www.a2gov.org/government/publicservices/Pages/aapac.aspx>

More information about the Justice Center and Municipal Center is available at http://www.a2gov.org/news/Documents/Court-Police_Facility/Public%20Mtg_080430.ppt

As visitors and staff enter the lobby of the AAJC, they will pass through a security check point and into the large open lobby area. A blue glass wall spans the length of the entire right side of the lobby area and floor to ceiling windows are on the remaining three walls. The artwork will be located in the southwest corner of the lobby. This corner currently has a public seating bench with a carpeted floor area underneath. Public traffic for the AAJC will be for the 15th District Court, Probation Office and Police Services. Specific attention needs to be given to the type of piece that can sustain a high traffic volume. This artwork should be a ceiling mounted or suspended piece that will be visible and make an impression looking in from both North Fifth Avenue and Huron Street (southwest corner) during the day and at night with either incorporated or reflected lighting. The artwork should complement the building and surrounding site environment. The artwork should speak to the public purposes of the building, which include public safety, justice, equality and security.

Dimensions:	Lobby SF:	3160 SF
	Floor to Ceiling Height:	Lobby 21'-4" AFF
	Lobby SW corner	21'-10" AFF
	Elevator Lobby	8'-10" AFF
	Flooring:	Terrazzo
	Ceiling:	Hold up to 200lbs

Budget: The budget for this project shall not exceed \$150,000.00. This budget includes all costs related to the project such as artist design; lighting costs; artist travel; and artwork fabrication, transportation, any required insurance, any subcontractor expenses and final installation. The actual cost of the artwork is dependent upon the proposal, the selection committee's recommendation and the final decision by the Ann Arbor City Council.

Timeline for SOQ/RFQ Submission and Selection of Finalists

- September 1, 2011 - SOQ/RFQ responses due
- September 5-12, 2011 – Selection Panel meets to review the SOQ/RFQ.
- September 16, 2011 - Artists selected as semi-finalists notified for interviews with Selection Panel
- September 23-28, 2011 – Selection Panel interviews semi-finalists
- September 30, 2011 – Artists selected as finalists notified
- October 7, 2011 - Ann Arbor Justice Center scheduled walk-through for artists selected as finalists to meet with architect (Required)

Timeline for RFP Submission – For Selected Finalists (Tentative)

- December 1, 2011 – Detailed proposals from finalists due, including drawing(s) or other image(s), a three-dimensional model or maquette, a written description of the artwork, a budget, maintenance plan and requirements, and a timeline for completion. Proposals also must include identification of fabricator(s), with information about fabricator(s) if different from the artist(s)
- December 7-13, 2011– Final interviews by and artist presentations to Selection Panel
- December 23, 2011 – Notification to finalists and to AAPAC of tentative recommendation to AAPAC by Selection Panel of artist or artist(s) and project to be selected
- January 2012 – AAPAC recommendation to Ann Arbor City Council of artist or artist(s) and project to be selected
- February 2012 – Recommendation on Ann Arbor City Council agenda for decision on selection of artist or artist(s) and project
- March 23, 2012 – Artist(s) submits final design and maintenance plan and requirements.
- June 29, 2012 Completion of installation (tentative)

Project Walk-Through:

The AAJC is a public facility that is open Monday through Thursday, 8AM to 5PM, and Friday, 8AM to 3PM, for artists who wish to view the lobby prior to submittals. For finalists the required walk-through of the Ann Arbor Municipal Center will be held in the lobby, located at 301 East Huron Street. Meet at the entrance on **Friday, October 7, 2011 at 1pm. Security screening for all Municipal Center visitors will take place at the entrance.**

SOQ/RFQ Submission requirements:

- Letter of Interest, with address, phone, and e-mail
- Qualifications
- Resume or Curriculum Vitae
- Images of 10- 20 pieces of past completed artwork
- Description of experience creating artwork(s) for a similar space or spaces
- Description of experience working in a public settings
- Three (3) references

Format and delivery of SOQ/RFQ submission shall be as follows:

- One paper copy of materials
- One CD of the submission in electronic format as a pdf

The paper materials shall be submitted in a sealed envelope with “**Ann Arbor Justice Center Artwork SOQ/RFQ-797B**” on the outside of the envelope.

The submission must be received in the Procurement Office by 10 am **on Thursday, September 1, 2011.**

Submissions after this time will not be accepted.

| The mailing address is:

Procurement Office, 5th floor City Hall
301 E Huron Street, P.O. Box 8647
Ann Arbor, MI 48107-8647

If you hand deliver the submission, the office entrance is located at the address listed above.

The selected artist will be required to enter into a contract for artist services with the City of Ann Arbor. For your reference a sample contract for artist services is attached. Please note the insurance requirements and other terms in the contract.

Selection Process:

As set forth in the timeline, the selection process will occur in two (2) phases: Phase 1, based on the responses to the SOQ/RFQ, reference checks and interviews of semi-finalists, will select the artist(s) who will present proposals; Phase 2, based on the proposals, will select the artist(s) and proposal to be created and installed. The steps in each phase are set forth in the timeline, above. Each artist or team of artists that is a finalist, regardless of the number of members of the team, will be provided a \$1,000 honorarium upon the timely submittal of the artist's or team's complete proposal, including the three-dimensional model or maquette.

Criteria for Selection of Finalists:

Finalists will be selected on the following criteria:

- Quality, strength and artistic merit of past artworks
- Experience working in public settings.
- Demonstrated experience fabricating or working with fabricator(s) to create artwork and installing permanent artwork of the type requested
- References

The City reserves the right not to select any of the applicants.

Finalists' Proposals Submission Requirements

Detailed proposals from finalists shall include:

- drawing(s) or other image(s)
- a three-dimensional model or maquette
- a written description of the artwork
- a budget
- a maintenance plan and maintenance requirements
- a timeline for completion
- identity of fabricator(s), with information about the qualifications and experience of fabricator(s) that are not the artist(s)

Except for the three-dimensional model or maquette, the Proposal must be submitted in the following format in a sealed envelope with "**Ann Arbor Justice Center Artwork Proposal**" on the outside:

- one paper copy of materials
- one CD of the submission in electronic format as a pdf

The Proposal submission must be received in its entirety in the Procurement Office by 10 am **on Thursday, December 1, 2011**. Submissions after this time will not be accepted.

Criteria for Project Selection:

The Selection Panel will evaluate proposals using the following criteria:

This artwork shall be a ceiling mounted or suspended piece that is visually impressive to look at from all angles during daylight or evening hours.

1. Quality of presentation and artistic merit
2. The manner and extent to which the proposals speak to the public purposes of the building, which include public safety, justice, equality and security
3. Technical abilities of the artist(s)
4. Proven ability to work with a community, including a sensitivity to reflect the diversity and cultural richness of the city
5. Proven ability to work effectively as a team member within a pre-existing structure
6. Experience working in public settings and fabricating and installing permanent artwork
7. Input from artist(s) references
8. Cost
9. Maintenance requirements and cost

The City reserves the right not to select any of the proposed artwork(s) submitted by finalists.

Notification of Results:

Applicants will receive notification of the Selection Panel's decisions by e-mail.

Please do not call the City or AAPAC.

Contact Information:

**Sue McCormick, Public Services Administrator
c/o Ann Arbor Public Art Commission
Phone 734 794-6310 (ext. 43730)
e-mail: vharrison@a2gov.org**







