

City of Kissimmee Community Redevelopment Agency announces:

CALL TO ARTISTS

Project Name: Public Art for Lakefront Park
Budget: \$750,000
Location: Lakefront Park, Kissimmee, Florida
Deadline: May 21, 2009 - Applications must be received by 5:00 p.m. (EST)

The selection process shall occur in two phases. Short list artists will receive an honorarium after presentation of proposals. A mandatory site visit is required.

Project Description:

The City of Kissimmee Community Redevelopment Agency (CRA) seeks to hire an artist/artist team to design and create an entrance / water feature for Ruby Plaza in Lakefront Park, a twenty-five acre park on Lake Tohopekaliga in the City of Kissimmee. Ruby Plaza will be the focal point of a proposed \$25 million park renovation project. The public art should create a compelling entrance to the park that “connects” the City’s historic waterfront to its downtown. There is opportunity within this site to weave together Kissimmee’s past, present and future.

The public art Goals for Ruby Plaza:

- Be highly visible from downtown and throughout the park
- Celebrate Kissimmee’s rich history and culture
- Acknowledge the historic relationship between the City and its waterfront
- Attract visitors to the park
- Create an exciting, comfortable and enjoyable place to sit, walk, people-watch, eat and socialize
- Durability with as minimal maintenance requirements as possible

The artist/artist team will collaborate with the park design team to finalize landscape, hardscape and amenity plans, for Ruby Plaza and the linear promenade that connects Ruby Plaza to the pier on one side and to downtown on the other, with the desired effect of having the entrance / water feature design well integrated into the overall design. In addition there are many other opportunities within the park for design collaboration between artist/artist team and park design team such as porch paved areas in front of picnic shelters, trench drain covers along Johnston Street and E. Monument Avenue which bring water to the various rain gardens throughout the park, earth mound and the many paved walkways/ areas. The desire is that these collaborative design elements will evoke feelings of spontaneity, intrigue and excitement for the users of the park.

Background Information:

Although close to areas in Central Florida that have been severely changed by modern development and the tourist industry, the City of Kissimmee retains a small town charm. Kissimmee owes its historic downtown to the “boom times” taking place in Central Florida during the latter half of the 1800’s. Founded in 1883, Kissimmee has had ups and downs like many cities in the State of Florida. However, over the last 50 years, Kissimmee has grown steadily; valued for its authenticity.

The Lakefront Park is the City of Kissimmee’s premiere park. Located on Lake Tohopekaliga, the twenty-five acre passive park can be seen from the downtown area and is within easy

walking distance. Lake Tohopekaliga covers 18,810 acres (76.12 km²), and spans 42 miles (68 km) in circumference. One of the “chain of lakes” that feeds into the Kissimmee River, it is the largest lake in Osceola County and is known for its bass fishing.

The redesign of the Kissimmee Lakefront Park includes extensive renovation and upgrades designed to enhance the livability and economic viability of historic downtown Kissimmee as well as the entire city of Kissimmee. The goal of the new park is to enhance the waterfront and downtown while providing a layer of environmental, social and historic recognition and responding to the Central Florida community in attracting cultural events.

The Future Lakefront Park illustrates the proposed park design including large lawn areas, walking paths, playgrounds, fountain features, access to water and an environmental sensitivity built into the parks design and construction. It also notes the possible public art locations within the park.

The Ruby Plaza Color Plan View Conceptual document illustrates a linear promenade of decorative specialty paving. The promenade is terminated to the south by an over-the-water pier and to the north by downtown Kissimmee. The plaza is 1,300 square feet (approximately 20 feet by 65 feet). This area has been conceptually designed to have a fountain feature. However, the desire is for this “fountain feature” to be incorporated into the entrance / water feature by the public artist(s). The plaza is bordered by a concession building, a large picnic shelter, large oak trees and many opportunities for seating.

The plaza is visible and accessible from the Johnston Street and Ruby Avenue intersection and also the interior of the park. It will serve as the main entrance gateway into the park and also be an integral place for large downtown events, farmers markets, art exhibits and valuable social exchange.

Also for artists’ review is the Kissimmee History Culture document that gives a brief history of Kissimmee. It is expected that the chosen artist / artist team will have a good understanding of the history of Kissimmee and somehow reference this unique history in the public art.

Project Budget:

The total art budget for this public art project as described above is \$750,000. The budget includes all costs associated with the entrance/water feature such as artist’s design fee, travel, materials, engineering, fabrication, installation, insurance, documentation, sales tax and artist’s design fee for collaborating with park design team on integration of public art elements within the park.

Artist Services:

It is important to note that the park master plan has been a collaborative effort to date. The selected artist/artist team will work closely with the park project design team, led by the City of Kissimmee and Glatting Jackson Kercher Anglin Inc, to integrate the Ruby Plaza design into the overall project. Specific work will include the following tasks:

- Research and gather relevant information concerning the history and culture of Kissimmee as it may apply to this project
- Attend project design team meetings necessary to fulfill goals outlined in public art project description section

- Work within the construction timeframe and proposed budget of the project
- Detailed design of public art for Ruby Plaza
- Engineering and permitting of public art for Ruby Plaza
- Management of fabrication, construction and installation of public art for Ruby Plaza
- Collaborate with project design team on public art design elements throughout the park

Artist Eligibility:

Open to all professional public artists with demonstrated experience in similar public art projects. Artist(s) must be able to work in an efficient manner that includes collaboration with the project design team. Artist(s) must demonstrate ability to stay within project budget and time constraints as well as an understanding of construction methods, schedules and budgets, ability to read construction documents, and ability to communicate ideas in written, oral and graphic formats.

Estimated Public Art Schedule:

- | | |
|--|--------------------------|
| • Call to Artists announced | Wednesday, April 8, 2009 |
| • Submittal Deadline | Thursday, May 21, 2009 |
| • Shortlist Selection | Thursday, May 28, 2009 |
| • Shortlist Artist(s) mandatory site visit | Wednesday June 17, 2009 |
| • Shortlist Artist(s) proposal deadline | Wednesday, July 15, 2009 |
| • Shortlist Artist(s) presentation /Finalist Selection | Wednesday, July 22, 2009 |
| • Approval by City Commission | August/September 2009 |
| • Artist/Artist Team contracts with City | September/October 2009 |
| • Artist/Artist Team starts work | September/October 2009 |
| • Finalize conceptual drawings | January, 2010 |
| • Construction documents complete | April, 2010 |
| • Permitting complete | June 1, 2010 |
| • Fabrication | June – December 2010 |
| • Installation | January – April 2011 |

The schedule is contingent upon the City’s project schedule and may be changed at any time.

Selection Process:

The selection process will take place in two phases.

- In the first phase, artist(s) will submit their qualification materials. The Selection Committee will select up to three short list artist/artist teams.
- Short list artist(s) will attend a mandatory pre-proposal site visit.
- In the second phase, short list artist(s) will present their proposals in person to the Selection Committee. Each artist/artist team that gives a live presentation of their proposal to the Selection Committee will receive a flat fee of \$5,000.
- The Finalist’s proposal must go before the City of Kissimmee Commission for final approval.
- After approval of the Finalist proposal by the City Commission, a contract will be presented to the lead artist.
- Selection meetings will be open to the public.

Selection Criteria for phase one selection - Short List:

- 1) Quality of artist(s) past work
- 2) Artist(s) experience
- 3) Artist(s) qualifications

Application Materials required for phase one selection – Short List:

Artist/Artist Teams must submit the following items by, Thursday, May 21, 2009, 5:00 p.m. Eastern Standard Time (postmark not acceptable). Artist/artist team is required to submit items digitally on a CD as well as hard copies – please see details below. Excess material will not be presented to the Selection Committee.

Submit one (1) virus-free PC compatible CD-ROM with the following items:

- 1) **Images of past work:** Artist(s) must submit 10 digital images of recent work on CD. Only submit images of completed projects. Images should be of projects with comparable purpose. Images of proposals, models or computer generated images will not be reviewed.

Digital images: Images must be submitted on CD in JPG format only. Maximum image size is 7 inches in greatest direction, 300 dpi. All images must be saved using a file name and number that corresponds to Annotated Image List – see #2 below.

- 2) **Annotated Image List:** Include on CD in MS WORD format. Information for each image should include: image number, artist name, title of work, media, location, budget, name of commissioning agency and a description (1/4 page maximum) of how the image relates to the purpose of this project.
- 3) **Letter of Interest:** Include on CD in MS Word format. A two-page (max) letter to state interest in the project, outline of artist/artist team approach to public art and highlight relevant past experience on projects of similar scope and budget. Include your complete contact information including name, postal address, email address and phone number.
- 4) **Resume:** Include on CD in MS WORD format. Do not exceed two pages per resume. Teams should submit one resume for each team member.
- 5) **Three References:** Include on CD in MS WORD format. List of three references, each reference to include client name or commissioning agency, contact name, address and phone number. Please submit only three references per artist/artist team.
- 6) **Print and Collate Documents:** Print 15 copies each of Annotated Image List, Letter of Interest, Resume(s) and Reference page. Collate into 15 packages and paper clip. Please do not staple.

Deliver submittal materials to:

Lucy Keshavarz, Arts Consultant
City of Kissimmee CRA
320 E. Monument Avenue

Kissimmee, Florida 34741
Re: Public Art for Lakefront Park

Applicants who do not submit all the required items may be eliminated from the review process.

The applications should be packaged in such a manner that the sealed envelope clearly reflects the project name and the applicant's name and address. All materials submitted become the property of City of Kissimmee CRA and will not be returned. City of Kissimmee CRA will make every effort to protect submitted materials; however, it will not be responsible for any loss or damage.

Please Note: Do not submit a SASE – materials will not be returned to the artist.

Selection Criteria for phase two - Finalist Selection:

- 1) Artistic merit of Artist(s) Proposal. 50 pnts.
- 2) Ability of Artist's Proposal to meet project goals and guidelines. 25 pnts.
- 3) Ability of Artist(s) to complete the project. 25 pnts.

Selection Materials required for phase two – Finalist Selection:

With the exception of the three-dimensional model and sample materials, Short List artist(s) must submit all other submittal materials (drawings; CD or DVD; written narrative; itemized budget, timeline, maintenance guidelines and list of proposed materials) by Wednesday, July 15, 2009 - 5:00 p.m. Eastern Standard Time (postmarks not acceptable). Artist(s) must include fifteen (15) copies of required drawings; written narrative; itemized budget, timeline, maintenance guidelines and list of proposed materials – see detailed requirements below. Please collate materials. Do not staple or bind materials.

- 1) Conceptual Design
 - a) Drawings: Eight (8) 11' x 17" pages of color images / concept drawings; six (6) dedicated to Ruby Plaza entrance/water feature and plaza area, and two (2) dedicated to conceptual drawings of ideas for public art design elements throughout the park. The six drawings for Ruby Plaza entrance/water feature and plaza area should include elevations and be to scale with detailed representation of the individual components in relation to planned plaza area. The two color pages representing ideas for public art design elements throughout the park can be in whatever reproducible format (copies of color drawings/sketches, computer generated drawings, etc.) that the artist(s) feels will communicate their concepts best. Please do not send original drawings. Short narratives to explain images / concept drawings should be incorporated into each of the eight (8) pages.
 - b) Presentation: One (1) CD or DVD with Power Point or multimedia presentation prepared for presentation before the Selection Committee. Must be compatible with Windows XP.
 - c) Scale Model: One (1) three-dimensional model representing the proposed public art entrance/water feature for Ruby Plaza. Model should be to scale with detailed representation of Ruby Plaza area. Model should not exceed 48" in any direction. (artist/artist team will bring model to presentation)

- d) Proposed Materials: Sample materials to be used creating the proposed public art. (artist/artist team will bring proposed materials to presentation)
- 2) Written Narrative describing concepts presented in the three-dimensional model, conceptual design / site plans, drawings and PP or multimedia presentation. Within the narrative, describe how the proposed public art for Ruby Plaza addresses the project goals and criteria. Narrative should also address proposed public art design elements through-out the park. (3 page max)
- 3) Itemized budget, project timeline, and maintenance guidelines.
- 4) List of proposed materials.

Deliver submittal materials to:

Lucy Keshavarz, Arts Consultant
City of Kissimmee CRA
320 E. Monument Avenue
Kissimmee, Florida 34741
Re: Public Art for Lakefront Park

Presentation of Short List Artist(s):

Short List artists will present their proposals in person to the Selection Committee on Wednesday, July 22, 2009 and should bring their three-dimensional model and proposed material samples with them at that time. Artist/Artist Team will have 30 minutes to present to the Selection Committee followed by 15 minutes of questions and answers.

Questions:

All questions should be submitted in writing by email or fax to:

Email: ghamilton@kissimmee.org

Fax: 407-931-1329

Subject: "Artist Question – Lakefront Park" and make sure to include your first and last name as well as your phone number in all correspondence.

All questions and answers will be posted on City of Kissimmee CRA web site with the Call to Artist. Questions will be taken until 5:00pm (EST) on Friday, May 15, 2009. Please allow three days for the posting of answers to the web site.

Questions regarding this Call to Artist must be directed as instructed above. If applicants rely on information provided outside of the question and answer sections of the web site or by someone not authorized by the CRA to speak with them about the project, they do so at their own risk. From the date of release of this Call to Artists until award of contract, no contact with Selection Committee members related to this Call to Artists is permitted except as authorized by City of Kissimmee CRA Director and/or in conjunction with the schedule for the Call to Artists activities. Any such unauthorized contact shall not be used as a basis for selection and may result in the disqualification of the artist's submittal/proposal.

Prohibition of bid ex parte communication: Any person who holds an ex parte communication with a member of the City Commission directly or indirectly on the subject of an authorized bid

solicitation after the City Commission has taken action to solicit such bids shall be disqualified from selection of their bid and shall be further prohibited from participation either directly or indirectly in any other city projects for a period of two years.

General Terms and Conditions:

The applications should be packaged in such a manner that the sealed envelope clearly reflects the project name and the Applicant's name and address.

Design proposals and copyright will belong to the artists. The City of Kissimmee reserves the right to use images of the conceptual designs, written proposals, scale models, multimedia presentations and the finished work for educational and promotional purposes.

The City of Kissimmee CRA is not under any obligation to select Short List artist/artist teams or a Finalist or to award a contract, if in the sole judgment of the City, the artist's/artists' proposal and/or materials do not meet the eligibility or qualifications for the project.

All proposals upon submittal become public record, the property of City of Kissimmee CRA and will not be returned. City of Kissimmee CRA will make every effort to protect submitted materials; however, it will not be responsible for any loss or damage.

The City of Kissimmee CRA reserves the right to contact any or all proposers after submittal in order to obtain supplemental information and/or clarification in either verbal or written form.