



# **Request for Qualifications St. Louis County, MN**

## **Specifications for: Government Services Center Virginia Public Art Consultancy**

Contract # 5421

**Due: Tuesday, August 29, 2017  
1:00PM C.S.T.**

St. Louis County-Purchasing Division  
Richard H Hansen Public Works  
and Transportation Complex  
4787 Midway Road  
Duluth, MN 55811

Required Securities  
N/A

**St. Louis County MN**  
Purchasing Division  
Rosie Utech  
Procurement Specialist  
(218) 726-2665

**St. Louis County MN**  
Property Management  
Tony Mancuso  
Director  
(218) 725-5085

## Information to Responders

### GENERAL

1. St. Louis County, herein after called "County", is pre-qualifying artists for five public art projects at the Government Services Center, located at the corner of First Street South and Third Avenue West in Virginia, Minnesota.
2. The County seeks trained and experienced artists as provided in **Qualification Criteria**. Requests for Proposal (RFP) for actual work will be sent to only those parties who meet the County's requirements. The RFP will be released in September of 2017.

### BACKGROUND

3. St. Louis County, herein after called "County", has been working with Forecast Public Art (FPA), a nonprofit consultant to St. Louis County and coordinator of this collaborative initiative to create permanent public art installations and integrated architectural elements for the Government Service Center North by experienced artists and designers.

### PROJECTED TIMETABLE

4. Request for Qualifications available – Thursday, August 03, 2017.
5. Deadline for all RFQ submission materials – Tuesday, August 29, 2017 at 1:00 P.M.
6. Announcement of finalists sent to all applicants – Friday, September 15, 2017
7. Subcontract with finalists – Friday, September 22, 2017.
8. Meeting with finalists and GSC Liaison – Wednesday, September 27, 2017.
9. Presentation of proposals by finalists – Thursday, October 26, 2017.
10. Announcement of successful artists' proposals – Wednesday, November 08, 2017.
11. Release of **Request for Proposals** – following selection of pre-qualified artists. All responders for these art projects will be notified via phone by Rosie Utech, Procurement Specialist for St. Louis County as to their eligibility.

### QUALIFICATION CRITERIA

12. St. Louis County's commitment to public art as an integral and crucial component of the new Government Services Center (GSC) in Virginia presents significant opportunities to create permanent public art installations. These projects will be located as follows:
  - 12.1 Exterior Seating Element for Courtyard
  - 12.2 Exterior Mural on Wall Facing Parking Lot
  - 12.3 Entry Floor Terrazzo Design
  - 12.4 Metal Wall Panels and Balustrade Design

## Information to Responders

12.5 Interior Wall Artworks

### REQUEST FOR INFORMATION

13. Requests for additional information shall be delivered to: Rosie Utech, Procurement Specialist, St. Louis County Purchasing, Richard H. Hansen Transportation and Public Works Complex, 4787 Midway Road, Duluth, MN 55811 or [utechr@stlouiscountymn.gov](mailto:utechr@stlouiscountymn.gov) phone: 218-726-2665.
14. Additional information on **Technical Specifications** shall be delivered to: Jack Becker, Consultant, Forecast Public Art, 2300 Myrtle Ave #160, Saint Paul, MN 55114 or [jack@forecastpublicart.org](mailto:jack@forecastpublicart.org) or phone: 651-587-5567.

### RESPONSE AND PRESENTATION COSTS

15. St. Louis County is not responsible for any costs incurred by any artist's preparation of a response to this request for qualifications.

### REJECTION OF QUALIFICATIONS

16. St. Louis County reserves the right to reject any or all responses submitted when deemed to be in the County's best interest.

### REQUEST FOR CLARIFICATION

17. In the event the County believes that additional clarification of a response is needed in order for the County to make a determination regarding the response, the County shall submit a request for clarification in writing to the Artist. The Artist shall have two working days to provide the additional requested information. The Artist's response shall be in writing.

### VALIDITY OF PROGRAM

18. Responses shall remain valid for 90 days from the date opened.

### RESPONSE FORMAT

19. The response shall be presented in the following format:
  - 19.1 A one-page letter of interest describing your experience with collaborative work, art or design fields and your desired approach to this opportunity. Include all relevant contact information.
  - 19.2 5-10 digital images of your original, recent, relevant work (each file should not exceed 2 MB and be numbered and labeled with Artist's last name).
  - 19.3 A one-page biography.

### Information to Responders

19.4. A list and brief description of all work samples, in sequence (one page limit).

**Responses may be sent via email to Rosie Utech [utechr@stlouiscountymn.gov](mailto:utechr@stlouiscountymn.gov). Please request receipt of all emailed materials to ensure that they have been properly received. If sent on disk it must arrive at the St. Louis County Purchasing Division office by August 29 2017 at 1:00 P.M. C.S.T.**

20. It is the responsibility of the Artist to identify information in their responses they consider confidential and, to the extent that the County agrees with that designation, such information will be held in strict confidence.

### REQUEST FOR PROPOSALS

21. A Request for Proposals (RFP) will be released within weeks of determination of pre-qualified Artists. All Artists submitting response to this RFQ will be notified via telephone or email as to their qualification status. Please ensure that as part of your response, you have given us a valid email address and phone number for future correspondence.

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## Information to Responders

### BACKGROUND

1. St. Louis County, with Forecast's assistance, has developed a Public Art Plan for the GSC in Virginia, envisioning vibrant, cherished places through a collection of projects integrated with the building design and construction to enhance way finding, educate building users, and elevate the human spirit. The plan also includes the acquisition of artworks for display in the building.
2. Evidence from other communities shows that people are drawn to those communities that foster civic pride and maximize their resources by focusing on a perceivable sense of place(s) that enhance qualities of livability. In this way, place making and public art strategies lead naturally to growth of community engagement and heightened vitality in areas where people congregate.
3. The St. Louis County Government Services Center in Virginia will be a two-story building totaling 65,000 square feet. The site will house County departments serving the public in many different capacities, from public health to environmental services. The design of the building focuses on energy efficiency, long life cycle, and integration of iron range culture and history. Interior public spaces feature a glass façade and multi-story atrium with natural light spilling in from above. Materials used will reflect the natural environment of St. Louis County. The building is scheduled for completion in late 2019.
4. To develop this plan, Forecast consultants met with the representatives of St. Louis County and its agencies to be located in the Virginia GSC to obtain input regarding the preferred art opportunities in and around the new facility.
5. Based Forecast's recommendations, St. Louis County proposes five projects to be implemented:
  - A. Exterior Seating Element for Courtyard
  - B. Exterior Mural on Wall Facing Parking Lot
  - C. Entry Floor Terrazzo Design
  - D. Metal Wall Panels and Balustrade Design
  - E. Interior Wall Artworks

### CRITERIA FOR PUBLIC ART

6. In addition to the goals stated above, and based on input obtained at stakeholder meetings, successful public art projects for the GSC in Virginia should respond to the following criteria:
  - Art should address the context of the site
  - Elicit emotion; create a sense of welcome and calm
  - Interactive or engaging
  - Engage all the senses
  - Non-confrontational
  - Relevant to its time

## Information to Responders

### ELIGIBILITY

7. **Artists must reside In Minnesota's Arrowhead Region.**

#### LIST OF PUBLIC ART PROJECT OPPORTUNITIES

##### **A – Exterior Seating Element for Courtyard**

Intent: Creating a welcoming, artful seating element as part of an intimate mini-courtyard facing approaching traffic heading toward the new facility. This exterior entry space is meant to engage people in unique—potentially delightful—arrival and departure experiences. This site could include special paving, plantings and lighting.

Estimated Budget: \$45,000

##### **B – Exterior Mural on Wall Facing Parking Lot**

Intent: A portion of wall from the historic Northland Office Building—being removed as part of this construction project—will remain standing adjacent to the new parking lot for the GSC. This wall is an ideal site for a mural honoring the history of Virginia, and in particular, the Northland. The Northland Building is the former Virginia Recreation Center. Built in 1923 as a curling and hockey facility, the building became a shirt factory in 1947. The factory was one of the area's largest employers of women in the post WWII era, a time when few employers hired women for full time work on the Iron Range.

Estimated Budget: \$18,000

##### **C – Entry Floor Terrazzo Design**

Intent: Wayfinding, memory, and contextualized imagery are the primary focus of this 3,400-square-foot terrazzo floor design. The floor can include up to ten colors of terrazzo stone, and consider insets, such as historic artifacts, taconite pellets, or small medallions. A thematic approach should be considered, such as the topography of the region, natural features, or area wildlife.

Estimated Budget: \$10,000 (for design only)

##### **D – Metal Wall Panels and Balustrade Design**

Intent: Two large, vertical metal panels are planned for accenting primary interior spaces, including one that is 16 x 25 feet, and one that is 8 x 10 feet. The same metal panel concept will be utilized on the exterior of the building in three additional locations, including two that are 15 x 20 feet, and one that is 8 x 11 feet. These Corten steel panels, featuring a rust-colored patina, honor the iron ore industry and provide a rich, earthy tone to complement the natural wood accents in the building. Using laser cutting technology, the panels can feature imagery, complex patterns, text, or other visual

### Information to Responders

content. Complementing the terrazzo floor, these backlit panels also will reference the context of the surrounding region. A thematic approach should be considered, such as industries that shaped the region, natural features in the landscape, or area wildlife. Design elements from the panels will be utilized in the balustrades installed in the buildings two stairwells.

Estimated Budget: \$8,000 (for design only)

### E – Interior Wall Artworks

Intent: The wall space in the new Virginia GSC can accommodate a collection of paintings, prints, photographs and other two-dimensional artworks by artists from the Arrowhead Region. Artists interested in being considered for this opportunity are invited to submit existing work that is available for purchase, or submit previous work and propose the creation of new work for this facility. The price range for purchasing any works ranges from \$1,000-3,000. The minimum size of any artwork proposed is 2 x 2 feet. Framing of all selected artworks will be done by Virginia GSC to insure continuity of the collection.

Estimated Budget: \$25,000 (for acquisition of 15-20 artworks)

#### RFP Process:

The County's Artist Selection Committee will review applications. Two artists/finalists will be selected to prepare proposals for each of the three project sites (A, B and C). Each selected artist will receive a \$500 stipend as a creative fee and compensation for materials and travel expenses.

Following the short-listing of artists, an informational meeting and building tour will be held at the GSC with the finalists, the county's representative and consultant. This is tentatively scheduled for September 27, 2017.

Finalists will coordinate with county's representative and consultant to prepare proposals that are complementary components of the building spaces, technically achievable, and responsive to the projects' budgets and schedules.

Finalists will develop proposals for presentation to and review by the County's Artist Selection Committee. Each artist will have twenty (20) minutes to present his or her proposal that may be in the artist's preferred media and format. In addition, each artist will provide a one-page summary sheet with a brief description of the project, estimated probable implementation costs, a proposed implementation schedule, and any stipulations with regard to the proposal.

Based on the presented proposals, the committee will recommend the artists to commission for each of the three project sites. The county reserves the right to select the artists' proposals that it deems to be best suited to the project and to reject any or all candidates.

## Information to Responders

### Implementation Phase:

The successful artists will enter into contracts with the county for the fabrication and installation of the proposed art installations. This phase may also require design development based on recommendations of the Committee.

### Selection Criteria for the RFP Phase:

- Quality of letter,
- Quality of work samples,
- Perceived ability of the artist to work collaboratively and successfully complete the project.

### Please note:

- Applicant must state the project or projects for which he/she wishes to be considered (A, B, C, D or E).
- Artists may submit qualifications for one, two or three project sites (separate submissions).
- Artists may submit as teams to undertake up to three projects.
- The county, at its discretion, may select six individual artists or teams as finalists.
- The county, at its discretion, may restrict an artist or team that has applied for multiple projects to one project it deems most appropriate.

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**Response Number:**

5421

**Due Date:**

August 29, 2017

**Time:**

1:00 P.M. C.S.T.

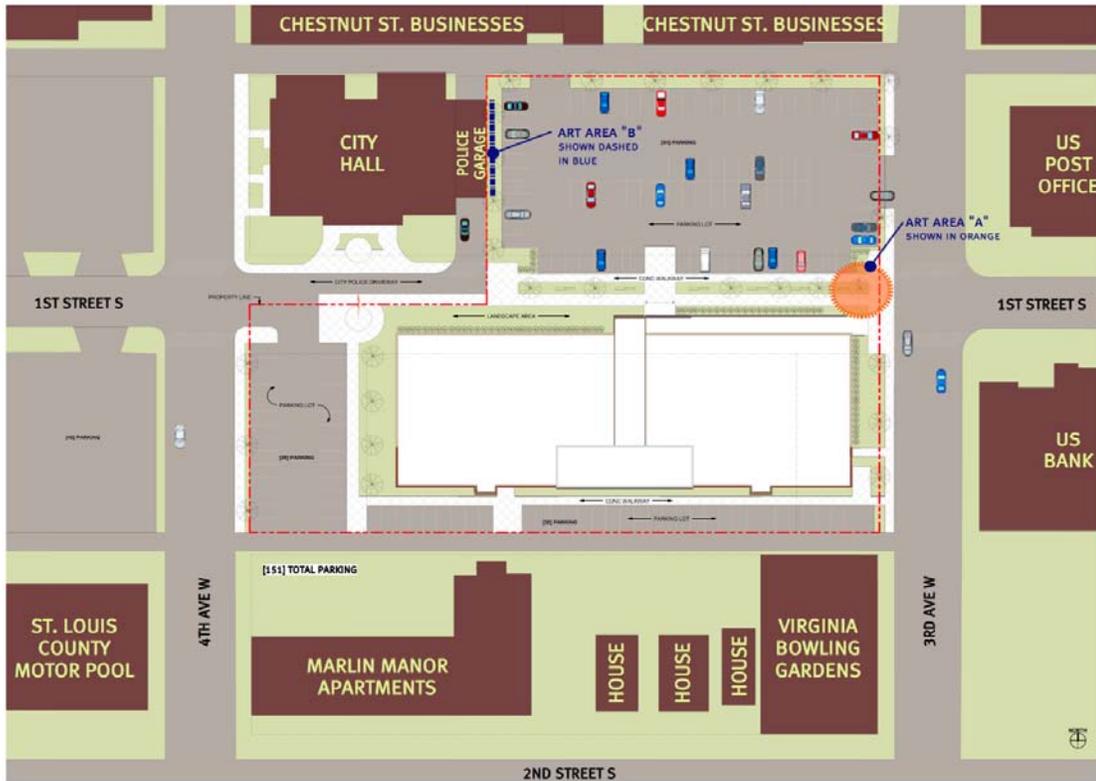
**Proposal Description:**

**GSC Virginia Public Art  
Consultancy**



ST. LOUIS COUNTY GOVERNMENT SERVICES CENTER-NORTH

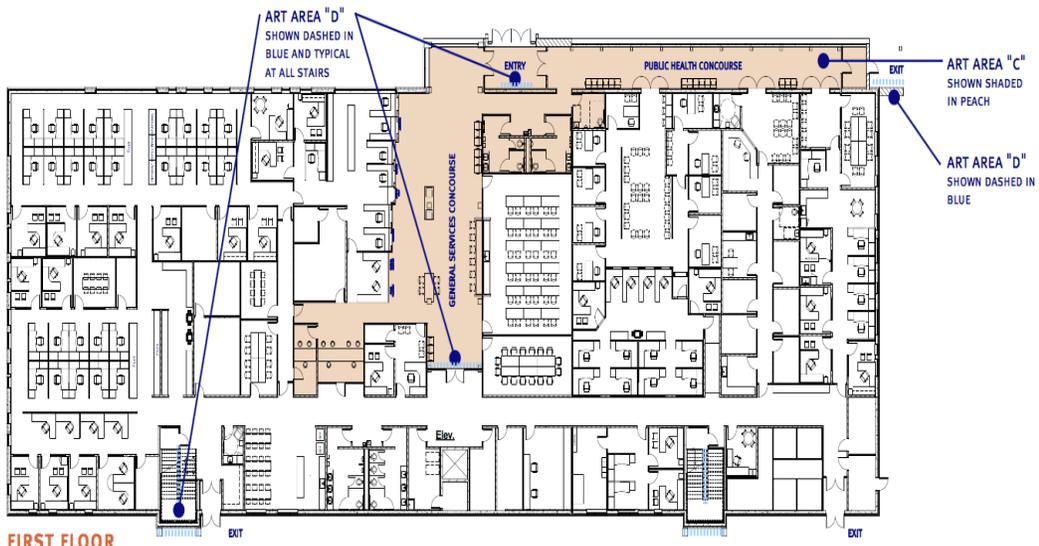
RENDERINGS



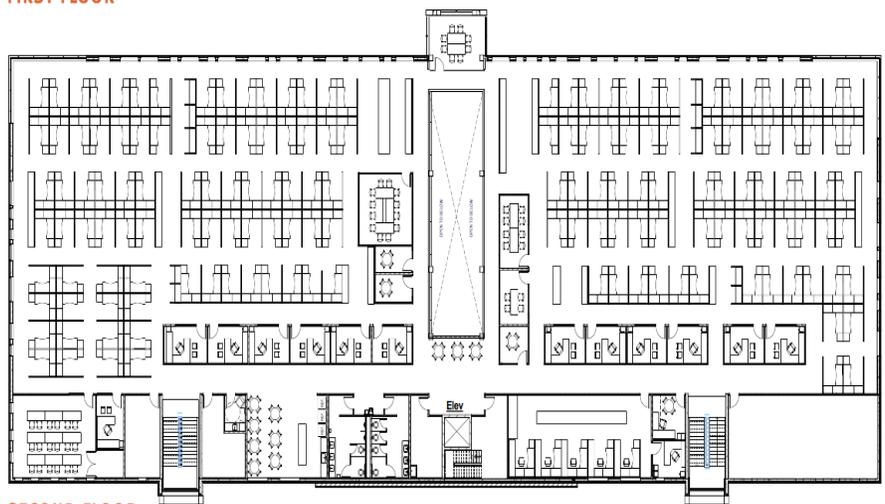
ST. LOUIS COUNTY GOVERNMENT SERVICES CENTER-NORTH

SITE PLAN





FIRST FLOOR



SECOND FLOOR

