

July 2018

BACKGROUND

The Duluth Mayor and the City Council formed the Duluth Public Arts Commission in 1986.

Duluth Public Art Commission Mission Statement: To support Public Art as a community investment by preserving and promoting art in public places, and to support public art activities that benefit the citizens of Duluth; to encourage partnerships that further the awareness of beauty in our community and to support our City's environment through public art.

According to a 2013 amendment to our ordinance, the Commission will work with the City to develop and promulgate a municipal art plan for the entire city. The plan will include long term objectives of the commission in carrying out its purpose as stated above; establish criteria for the selection of artists and works of art; create a list of potential locations throughout the city for the placement of works of art; develop a list of priorities for the funding of various art projects throughout the city; identify the existing inventory of public art work in the city; establish a collection policy; and create guidelines for public accessibility and safety.

Furthermore, in its preliminary planning the Commission has adopted a definition of "public art" that includes all forms of art in public places, expanding its prior focus on permanent installations to include performing arts, arts programming, and other creative outlets. Duluth as a community has a rich history with the arts. The Commission, with support of the Mayor, seeks to implement our strategic plan to provide a long-term, comprehensive direction for the creative and cultural development of our community.

The NorShor is in the center of the HART (historic arts and theatre) district of downtown Duluth, which features historic buildings and architecture, art venues (including the NorShor itself), Lakewalk access, and many shops and restaurants.

REQUEST

The Duluth Arts Commission in conjunction with the City of Duluth is requesting artists-qualifications for an art installation in the NorShor Theatre's skywalk-corridor. The Project can span the approximate 68 feet of the Western wall. This art project will cover a large brick wall that is approximately 68' in length and varies between 7' - 9' in height (see attached drawing) in the skywalk section that is just inside the NorShor entrance from the skywalk that comes from the Greysolon Plaza.

The project must incorporate and acknowledge the history of theatre and cultural phenomena in what is now known as Duluth and the selection committee is open to multiple interpretations of what that means.

The benefits of this project include sharing the story of the History of Theatre or the Arts in Duluth in an aesthetically pleasing piece. It will be enjoyed by Duluthians as well as out-of-town guests attending the NorShor along with daily traffic walking through the skywalk system. It will add to the Duluth arts culture in the HART District.

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BUDGET:

The overall budget for this project may not exceed \$9,000. Furthermore, finalists will be granted \$200 stipends to cover costs and transportation in order to present, if selected for RFP process.

PROJECTED TIMETABLE

1. Request for Qualifications issued – Thursday, July 19, 2018
2. Deadline for all RFQ submission materials – 2pm, Tuesday, September 18, 2018
3. Review and selection of 3-5 anticipated finalists for RFP
4. Release of Request for Proposals – following selection of pre-qualified artists. All responders to the RFQ will be notified via email.
5. Announcement of three finalists sent to all applicants – Friday, September 21, 2018.
6. Subcontract with finalists – Tuesday, September 25, 2018
7. On-site meeting required with finalists and NorShor liaison on site - Tuesday, October 2, 2018
8. Presentation of proposals by finalists – Tuesday, November 13, 2018
9. Announcement of successful artist’s proposal – Thursday, November 15, 2018.

QUALIFICATION CRITERIA

The City of Duluth’s commitment to public art as an integral component of the recently rehabilitated NorShor Theatre in Duluth presents a significant opportunity to create a permanent public art installation. Submissions accepted from artists must be within a 200-mile radius of Duluth, MN. This project will be located in the skywalk corridor within the NorShor Theatre.

REQUEST FOR ADDITIONAL INFORMATION

Requests for additional information shall be delivered to: Jason Hale, Business Developer, Duluth Economic Development Authority (DEDA); Public Arts Liaison, City of Duluth. (w) 218-730-5331, jhale@duluthmn.gov.

RESPONSE AND PRESENTATION COSTS

The City of Duluth is not responsible for any costs incurred by any artist’s preparation of a response to this request for qualifications.

REJECTION OF QUALIFICATIONS

The City of Duluth reserves the right to reject any or all responses submitted when deemed to be in the City’s best interest.

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REQUEST FOR CLARIFICATION

In the event the City believes that additional clarification of a response is needed in order for the City to make a determination regarding the response, the City 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

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

RESPONSE FORMAT

The response shall be presented in the following format:

A. A one-page letter of interest describing your experience with collaborative work and your desired approach to this opportunity. Include all relevant contact information.

B. 5-10 digital images of your recent, relevant work (each file should not exceed 2 MB and be numbered and labeled with Artist's last name).

C. A one-page biography.

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

E. Responses may be sent via email to Jason Hale at jhale@duluthmn.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 411 W. 1st St., City Hall- Room 402, Attn: Jason Hale, by Tuesday, September 18th, 2018 at 2:00 PM C.S.T.

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

REQUEST FOR PROPOSALS

A Request for Proposals (RFP) will be released within 2 weeks of determination of prequalified artists. All Artists submitting response to this RFQ will be notified 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.