



# **Request for Qualifications**

## **Specifications For: Spirit Mountain Recreation Area Public Art Commission Duluth, MN**

Purchasing # 14-04DS

**Opening: Tuesday, March 25, 2014  
2:00PM C.S.T.**

City of Duluth Purchasing Department  
City Hall, Room 100  
411 East First Street  
Duluth, MN 55802

**City of Duluth**  
Purchasing Department  
Dennis Sears  
Purchasing Agent  
218-730-5003

**City of Duluth**  
Property and Facilities Management  
Tari Rayala  
City Architect  
218-730-4434

## GENERAL

1. The City of Duluth, herein after called “City”, is pre-qualifying artists for a public art project at the lower Grand Chalet at Spirit Mountain, located at 8551 Grand Avenue, Duluth, MN 55808.
2. The City 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 City’s requirements. The RFP will be released in May of 2014.

## BACKGROUND

3. The City of Duluth has been facilitating the 1% for the Arts for all qualifying new public construction within Duluth by experienced artists.

## PROJECTED TIMETABLE

4. Request for Qualifications available – Monday, March 3, 2014.
5. Deadline for all RFQ submission materials – 2pm, Tuesday, March 25, 2014.
6. Announcement of finalists sent to all applicants – Wednesday, April 9, 2014.
7. Subcontract with finalists – Wednesday, April 16, 2014.
8. Meeting with finalists and Spirit Mountain Liaison – Wednesday, April 23, 2014.
9. Presentation of proposals by finalists – Wednesday, May 14, 2014.
10. Announcement of successful artist’s proposal – Monday, May 19, 2014.
11. Release of **Request for Proposals** – following selection of pre-qualified artists. All responders for this art project will be notified via phone by Tari Rayala, City Architect, as to their eligibility.

## QUALIFICATION CRITERIA

12. The City of Duluth’s commitment to public art as an integral component of the recently constructed Grand Chalet at Spirit Mountain in Duluth presents a significant opportunity to create a permanent public art installation. **Submissions accepted from artists within a 100 mile radius of Duluth, MN.** This project will be located at the lower entrance of the Chalet.

## **REQUEST FOR INFORMATION**

13. Requests for additional information shall be delivered to: Tari Rayala, City Architect, City of Duluth, 1532 W Michigan Street, Duluth, MN 55806 or [trayala@duluthmn.gov](mailto:trayala@duluthmn.gov), (218) 730-4434.

## **RESPONSE AND PRESENTATION COSTS**

14. 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**

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

## **REQUEST FOR CLARIFICATION**

16. 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**

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

## **RESPONSE FORMAT**

18. 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).

**Responses may be sent via email to Tari Rayala at [trayala@duluthmn.gov](mailto:trayala@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 City of Duluth Purchasing Division office by Tuesday, March 25, 2014 at 2:00PM C.S.T.**

19. 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**

20. 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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## **BACKGROUND**

The Duluth Public Arts Commission was formed by the Duluth Mayor and the City Council 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.

### **One Percent for the Arts Program**

A community arts set-aside of one-percent of the cost of new building construction projects in excess of five thousand dollars funded by the City funds was established by ordinances. The City also makes every effort to secure one-percent of the overall cost of major public and private development for the benefit of the arts.

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—places 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.

The ski area was founded by The City of Duluth and was built in 1974. With a vertical elevation of approximately 700 feet, it is the second tallest ski hill in Minnesota. In addition to skiing, Spirit Mountain has opened up the lifts for downhill mountain biking in the off-season. With professionally designed flow trails, Duluth now has the only true downhill lift access biking in the Midwest. They added the only Midwest alpine coaster too, and a Zipline. In addition to the adventure opportunities it now offers, Spirit Mountain has a rich history of indigenous people and early pioneers. Constructed in 2013, the Grand Chalet at the base of Spirit Mountain includes a year-round restaurant known as the *Riverside Bar & Grill*, the location for this 1% for the Arts project.

### **Criteria for Public Art**

In addition to the statements above, the successful public art project for the Grand Chalet should respond the following criteria:

- Art should address the context of the site
- Recognize the rich Indigenous history of Spirit Mountain
- Elicit emotion; create a sense of welcome and stimulation
- Interactive or engaging
- Engage all the senses

### **Eligibility**

**Artists must reside within a 100 mile radius of Duluth, MN.**

## **Location of art installation**

### **EXTERIOR LOWER ENTRY AT CHALET**

#### **Current Situation:**

The lower entrance is functional but somewhat unwelcoming with its concrete walls and standard issue signage. The two-floor volume of area is viewable from the exterior parking lot, first and second floors.

#### **Intent:**

An artful reinterpretation of the exterior entrance is meant to engage people in unique—potentially delightful—arrival and departure experiences. This could include two- or three-dimensional art, wall mounted or suspended, benches, and lighting. This project should seek to stimulate the senses and lift the spirits of people passing through the space. The two-level elevator wall and floor area are ideal sites for visual and physical artwork. Sound absorption or attenuation and light may be components to consider. A project that engages all the senses should be considered. Lightweight materials may also be considered for overhead suspension.

Estimated Budget: \$24,000

#### **RFP Process:**

The City's Artist Selection Committee will review applications. Three artists/finalists will be selected to prepare proposals for the project sites. 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 Grand Chalet with the finalists, the City's representative and Spirit Mountain representative.

Finalists will coordinate with City's representative to prepare proposals that are complementary components of the building space, technically achievable, and responsive to the project's budget and schedule.

Finalists will develop proposals for presentation to and review by the City'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 an artist to commission for the project site. The City reserves the right to select the artist's proposal that it deems to be best suited to the project and to reject any or all candidates.

#### **Implementation Phase:**

The successful artists will enter into contracts with the City 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:**

- Artists may submit as teams.
- The City, at its discretion, may select an individual artist or team.

**Response Number:**

14-04DS

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**Closing Date:**

March 25, 2014

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**Closing Time:**

2:00 P.M. C.S.T.

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**Proposal Description:**

**Spirit Mountain  
Public Art Commission**