



Sunnyvale

# **CALL FOR ARTISTS**

## **Public Art - Request for Qualifications (RFQ)**

### **Fair Oaks Park Renovation**

Deadline for Submissions: Oct. 14, 2019

#### **Call for Artists**

Under the City of Sunnyvale's Art in Public Places program, the Fair Oaks Park renovation project is required to include public art. The City of Sunnyvale seeks to commission an artist, or team of artists, to design and execute an original work of art(s) for the park grounds.

#### **Sunnyvale Overview**

The City of Sunnyvale is in the heart of Silicon Valley in Northern California. Twenty-four square miles, Sunnyvale is the second largest city in Santa Clara County and the seventh largest city in the San Francisco Bay Area. The City has a population of 155,567 and daytime workforce of 118,500 people. Almost 8,000 local businesses provide a rich mixture of goods and services, including many icons in tech, manufacturing, retail and R&D and some of the nation's most successful business and industrial leaders are headquartered in Sunnyvale, including LinkedIn, Yahoo!, AMD, NetApp, Nokia, 23andMe, Juniper Networks, National Semiconductor and Lockheed Martin.

Sunnyvale is also known for its innovative Public Safety Department concept, business-friendly environment, quiet family neighborhoods, cultural arts programming, historical shopping district, year-round farmer's market and full-service library. The City's park system includes 772 acres of parks and open space located in neighborhoods throughout the City and includes facilities for recreation, golf, tennis and swimming. Each park has been created with a theme in mind to stimulate creative interaction and play for park users and to distinguish the various neighborhoods from each other. Current park themes include prehistoric, Polynesian, Japanese gardens and island adventure.

#### **Site and Project Description**

Fair Oaks Park is in North Sunnyvale at 540 N. Fair Oaks Ave. The park, built in 1969, is a 15.3-acre area that includes multi-use fields, picnic areas, basketball courts, a volleyball court, playground and a skate park. The park's theme is "Old English."

The approved Fair Oaks Park renovation is intended to ensure the park's sustainability for the future by enhancing recreational usability, increasing attractiveness and improving accessibility for all potential park users. The project includes replacement of the athletic fields with synthetic turf, renovation of the picnic areas and park amenities, upgrades to existing lighting,<sup>1</sup> ADA improvements, replacement of the water play feature with a more water efficient feature, replacement of the basketball courts, a new restroom facility, a new parking lot and the

addition of a dog park. The project will also feature an all-inclusive 240 square foot playground designed by the Magical Bridge Foundation.

### Project Budget

Project Budget	\$140,000
Semi-finalist Design Honorarium (2-5 artists)	\$1,000 per artist

The project budget is all-inclusive of project costs, including artist's fees and expenses, taxes, materials, permit fees, travel, shipping and crating, insurance fees, site preparation, fabrication/installation or execution of the artwork.

### Artist Eligibility

This Request for Qualifications is open to all professional and emerging artists residing in California. Bay Area artists are especially encouraged to apply. Entries not meeting eligibility requirements will be withdrawn from consideration.

### Estimated Schedule (dates subject to change)

Entry Deadline	Oct. 14, 2019
Notification of semi-finalists/Invitation to submit Final Design Proposal	Oct. 18, 2019
Final Design Proposal Deadline (semi-finalists)	Nov. 18, 2019
Arts Commission Review	January 2020
City Council Review and Approval	February 2020
Contract Development	February - March 2020
Fabrication of Artwork	March - May 2020
Installation of Artwork	May - June 2020

### Artwork Location

Project staff has identified several locations for public art. Artists may choose a single location, or multiple locations, and should indicate in their Letter of Interest which location(s) they are electing to place their artwork (Attachment 2 – Site Plan).

- Dog park:** This area is 13,500-square feet (approximately 190 by 72 feet) that includes seating and a drinking fountain. The large dog area is surrounded by a 6-foot-tall (383 linear feet) chain-link fence. The small dog area is surrounded by a 42-inch-tall (227 linear feet) chain-link fence. Possible artwork could be benches, free-standing sculpture(s) or a fence treatment. It should be noted that art proposed for this area should be able to sustain dog urine in addition to normal environmental conditions.

2. **Walkway markers:** Surrounding the new athletic fields is a .44-mile concrete walking path. The pathway design includes five mileage markers, which could be denoted through public art elements. Markers must be ground level and no more than 2 foot in diameter. Each marker should indicate the distance traveled from a starting point, in each direction and can include other words or images.
3. **Green space at Wolfe Road:** This existing grass area is suitable for interactive, free-standing or functional public art. The area is approximately 51 by 66 feet, or 3,300 square feet.
4. **Green space adjacent to park building:** This existing grass area and adjacent planters are suitable for interactive, free-standing or functional public art. Treatments for the planter walls can also be considered. The grass area is approximately 38 by 60 feet, or 1,990 square feet.
5. **Picnic area entrance:** The park renovation includes a redesigned 16 by 15 foot, or 240 square foot, picnic area. The entrance to the picnic area can accommodate a gateway marker(s) approximately 15-16 feet in width.

### Artist Responsibilities

The selected artist or artistic team will be expected to work with City staff to develop the specific parameters of the public art component, as well as implement all aspects of the project. These specifics will include:

- Developing the final design proposal
- Selecting appropriate artistic materials for the design
- Leading a community project associated with the final design
- Developing a final project timeline
- Attending meetings with city staff as necessary
- Presenting the project to the City's Arts Commission and City Council for approval
- Obtaining all required permits for installation of the artwork
- Complying with federal, state and local rules and regulations related to prevailing wage
- Obtaining appropriate insurance for the artwork until City has accepted the artwork
- Fabrication/installation or execution of the artwork
- Delivery of the artwork to Fair Oaks Park
- Providing detailed instructions for the preservation of the artwork
- Providing detailed documentation on the engineering, execution or installation of the artwork, including MSDS sheets
- Abiding by all requirements of the artist's contract with the City

The selected artist or artistic team will be expected to reference the park's *Old English* theme in their artistic design. The final proposal will also need to be appropriate for all ages of the

community, align with the City's vision of inclusion and diversity, and represent the City's brand: *Bold, Sustainable Innovation*.

## Selection Process

A five- to nine-person selection panel will review the submitted applications. The panel will evaluate applications on the following criteria:

- Originality of artistic style
- Type of artwork proposed
- Ability of the artwork to withstand outdoor conditions
- Maintenance requirements
- Artist's experience with public art commissions and working within the public process
- Artist's experience with art projects of a similar size and scope
- Alignment with the City's vision of diversity and inclusion, innovation and sustainability

The selection panel will consist of representatives from the City's Department of Public Works, Department of Library and Community Services, project designers, representatives of the Fair Oaks and Washington Park neighborhoods, and artists/arts professionals.

A short list of up to five artists will be created by the selection panel and these artists will be asked to develop a design proposal. A design stipend of \$1,000 will be paid to each of the short-listed artists upon completion of their design proposal. Short listed artists are strongly encouraged to visit the park site prior to submitting a final design, however, any travel costs associated with the visit will be the sole responsibility of the artist.

The final design proposals will be presented to the City's Arts Commission for review. The commission will be asked to rank the design proposals, and the results of the rankings will be presented to the City Council for final selection of the public art design/artist.

## Submission Requirements

To apply for this call, please submit the following items:

- Completed Coversheet (Use form provided at the end of this application)
- Resume
- Professional references (minimum of 2)
- Artist statement
- Letter of interest (1-2 pages), including an outline of your qualifications and relevant experience, interest in this project and a general approach to this project
- 6-10 images of previous works
- Annotated image descriptions, including title, date, location, materials, art budget, and a brief description (up to 5 sentences). For team application, please indicate the lead artist for each project
- **Optional:** A rough sketch of a proposed design can be included, but is not required. Artists will not be held to, nor reimbursed for, any preliminary sketches

**All applications must be received by Monday, Oct. 14, 2019.** Incomplete submissions will not be considered. It is the responsibility of the applicant to verify the receipt of their application by the scheduled deadline. Electronic versions may be delivered via email, file sharing website or on a thumb drive. Thumb drives will not be returned.

Materials may be submitted electronically to the City of Sunnyvale Public Art Coordinator, Kristin Dance, at [kdance@sunnyvale.ca.gov](mailto:kdance@sunnyvale.ca.gov) or in person at the Sunnyvale Community Center, 550 E. Remington Drive, Sunnyvale 94087. Images must be in JPEG or PDF format.

### **Award of Contract**

The City of Sunnyvale reserves the right to accept or reject any submittals and to alter or extend the selection process as needed.

This RFQ and the selection process shall in no way be deemed as a binding contract or agreement of any kind between the City and the artist. Award of a contract is contingent upon approval of the City's selection panel, Arts Commission and City Council. Artists and artist teams selected and approved will contract with the City for the entire duration of the project. The selected artist will be required to secure and maintain various types of insurance, including Automobile Liability, General Liability and other insurance as needed (Attachment 3).

The artwork commissioned for this project shall become the property of the City of Sunnyvale. The artwork will be maintained as part of the City's permanent art collection. The City shall have no obligation to display the artwork for any particular period or in perpetuity.

### **For More Information or Questions**

Please contact the City of Sunnyvale Public Art Coordinator, Kristin Dance, at 408-730-7758 or [kdance@sunnyvale.ca.gov](mailto:kdance@sunnyvale.ca.gov). Questions will be compiled into a single list with responses and made available to all interested parties upon request.



# Fair Oaks Park Renovation

## QUALIFICATIONS COVERSHEET

**Qualifications will not be accepted after Monday, Oct. 14, 2019.**

**Artist:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**Signature of Artist:** \_\_\_\_\_

**Date:** \_\_\_\_\_

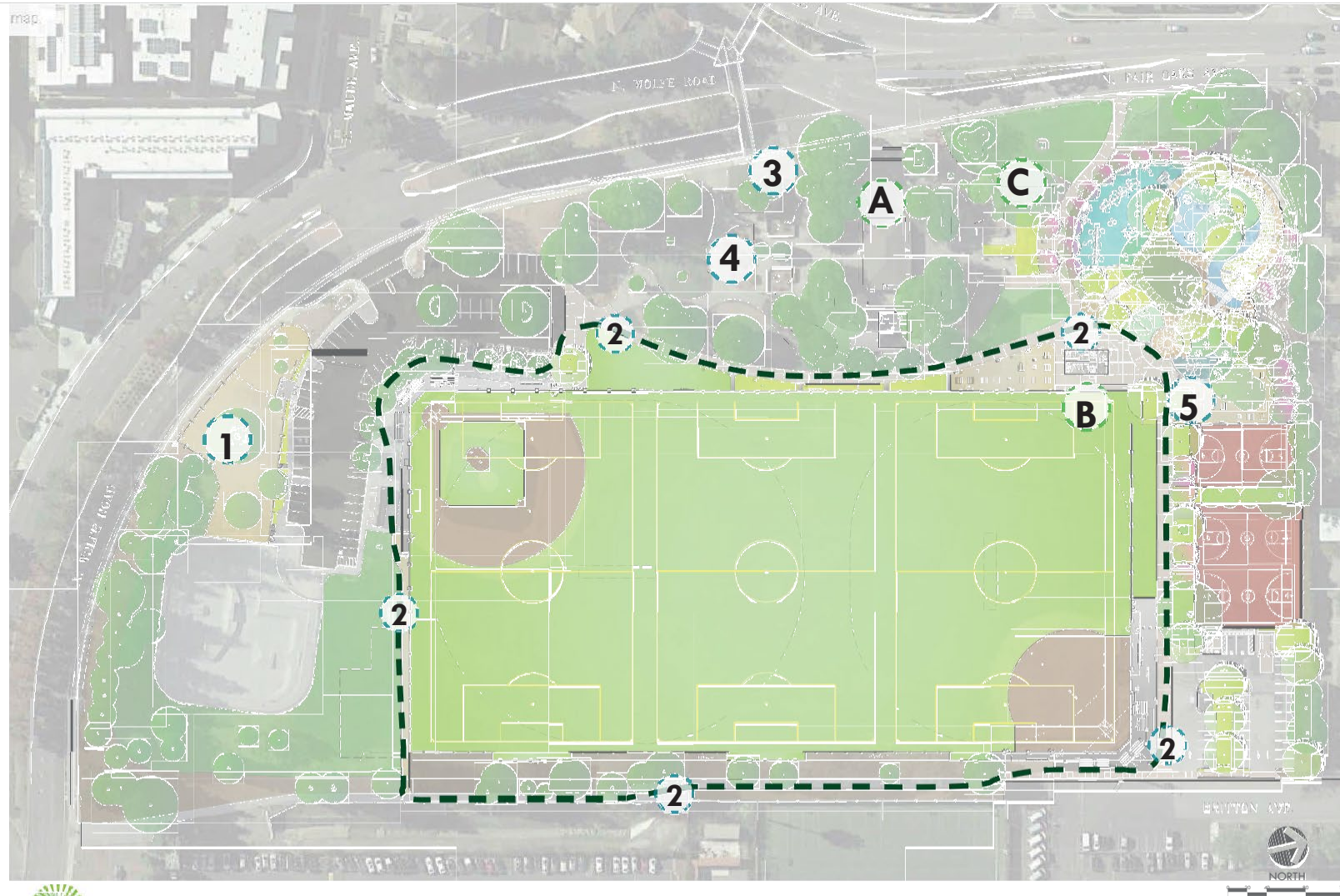
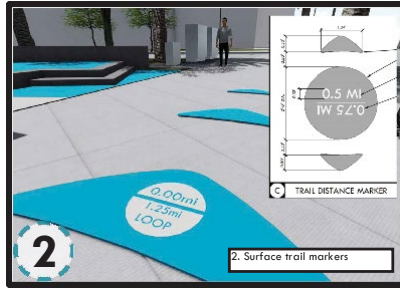
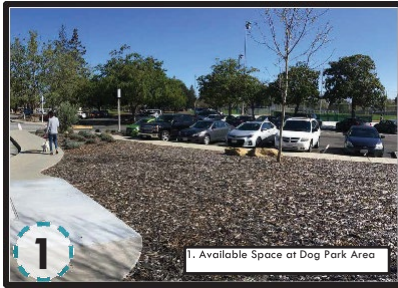
**Special Note for Artist Teams:**

If multiple artists are applying as a team, please provide this coversheet and a resume for each member of the team, and clearly designate one artist as the primary contact. Teams that do not have 12 images of past work done together may round out the images with the work of individual team members.

Google Maps







# ART OPPORTUNITIES AT FAIR OAKS PARK

540 NORTH FAIR OAKS AVENUE, SUNNYVALE, CA 94085



## EXHIBIT INSURANCE REQUIREMENTS FOR ARTIST CONTRACTS

Artist shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Artist, his agents, representatives, or employees.

Minimum Scope and Limits of Insurance Artist shall maintain limits no less than:

1. **Commercial General Liability**: \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury and property damage. ISO Occurrence Form CG 0001 or equivalent is required.
2. **Automobile Liability**: \$1,000,000 per accident for bodily injury and property damage. ISO Form CA 0001 or equivalent is required.
3. **Workers' Compensation** Statutory Limits and **Employer's Liability**: \$1,000,000 per accident for bodily injury or disease.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared and approved by the City of Sunnyvale. The artist shall guarantee payment of any losses and related investigations, claim administration and defense expenses within the deductible or self-insured retention.

Other Insurance Provisions

The **general liability** policy shall contain, or be endorsed to contain, the following provisions:

1. The City of Sunnyvale, its officials, employees, agents and volunteers are to be covered as additional insureds with respects to liability arising out of activities performed by or on behalf of the Artist; products and completed operations of the Artist; premises owned, occupied or used by the Artist; or automobiles owned, leased, hired or borrowed by the Artist. The coverage shall contain no special limitations on the scope of protection afforded to the City of Sunnyvale, its officers, employees, agents or volunteers.
2. For any claims related to this project, the Artist's insurance shall be primary. Any insurance or self-insurance maintained by the City of Sunnyvale, its officers, officials, employees, agents and volunteers shall be excess of the Artist's insurance and shall not contribute with it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Sunnyvale, its officers, officials, employees, agents or volunteers.
4. The Artist's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City of Sunnyvale.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:VII, unless otherwise acceptable to the City of Sunnyvale.

Verification of Coverage

Artist shall furnish the City of Sunnyvale with original a Certificate of Insurance effecting the coverage required. The certificates are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates are to be received and approved by the City of Sunnyvale prior to commencement of work.