



City of Sandusky, Ohio

Artist to Create Site Specific Neighborhood Wide Artworks for the Cove District

Request for Qualifications (RFQ)

**Responses Due: December 22, 2017,
10:00 AM**

The City invites qualified artists to submit qualifications to undertake the, planning, outreach and execution related to creating site specific neighborhood wide artworks for the Cove District in Sandusky, Ohio. Qualification packages are due no later than 10:00 AM on December 22, 2017.

Scope of Services

After an extensive public planning process, in 2016 the Sandusky City Commission passed the Bicentennial Vision Plan, a broad plan for the city and community to implement over the next several years. Part of this vision called specifically for a neighborhood planning process, which resulted in the realization of the Sandusky Neighborhood Initiative. The Sandusky Neighborhood Initiative (SNI) is an initiative and public planning process, made possible by a grant from the Dorn Foundation funds and general city funds, to improve six (6) selected neighborhoods within the City of Sandusky.

Once the initiative was adopted, planning staff began working to implement the plan. Each neighborhood will receive an improvement in the first year, and all will be having some sort of public art piece over the course of this project. Once a firm is selected, based on qualifications, scope and fee will be determined. The project listed below is what we expect the artist to work directly with.

Cove District Identity Art – The cove district is a nautically focused area located on the Sandusky Bay, just to the east of downtown (Exhibit A). The district has an abundance of boathouses and channels running throughout the project should play off these features to create an even greater sense of identity throughout the neighborhood, while also adding character, through the addition of public art.

Other Projects -

The scope of services may include the following components, as regulated by the City.

- Hold a public meeting that allows the artist to meet with neighborhood residents.
- Using concepts and ideas from the Sandusky Neighborhood Initiative, provide examples of general kinds of art that artist proposes for the neighborhood.
- Develop guidelines for installation and maintenance.
- Assist with transportation and installation.
- Assist with other possible Sandusky Neighborhood Initiative projects.

Final deliverables will be discussed during the Scope of Services negotiations with the selected artist. The selected artist must develop and adhere to a design-schedule as proposed by the City of Sandusky so that the projects can be implemented prior to May 2018.

Please include with the qualification packet:

- Experience of artist to this project that will uniquely qualify them to complete this work, including portfolio and location of artist. (max. 3 pages)
- Description of the artist's overall understanding of the project and recommended scope of services to accomplish the stated goals. (max. 1 pages)
- A project management schedule showing all milestones and completion dates based on "Schedule of Activities" (max. 1 pages)
- References (max. 1 page)

The City of Sandusky will evaluate and select the most qualified consultant. **Competitive price selection will not be utilized under the selection process.**

The following criteria will be used in the artist selection process:

- Strength of artist
- Past performance and experience with projects of similar scope and size, including experience with facilitating dynamic community engagement and outreach process
- Innovative project approach, which includes all listed items in the Scope of Work
- Project schedule
- Location of key staff

Based on the qualifications submitted, the City may conduct interviews of firms that best demonstrate an understanding of the City's objectives and that adequately addressed all elements of the RFQ. Whether interviews are performed or not, the City shall enter into contract negotiations with the preferred firm to determine the final scope of services and project budget. If negotiations fail, the City shall enter into negotiations with the second highest ranked firm. This process shall continue until a contract is successfully negotiated or the City determines to issue a second RFQ. Contracts exceeding \$10,000 must be approved by the Sandusky City Commission.

All qualifications shall be considered without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status.

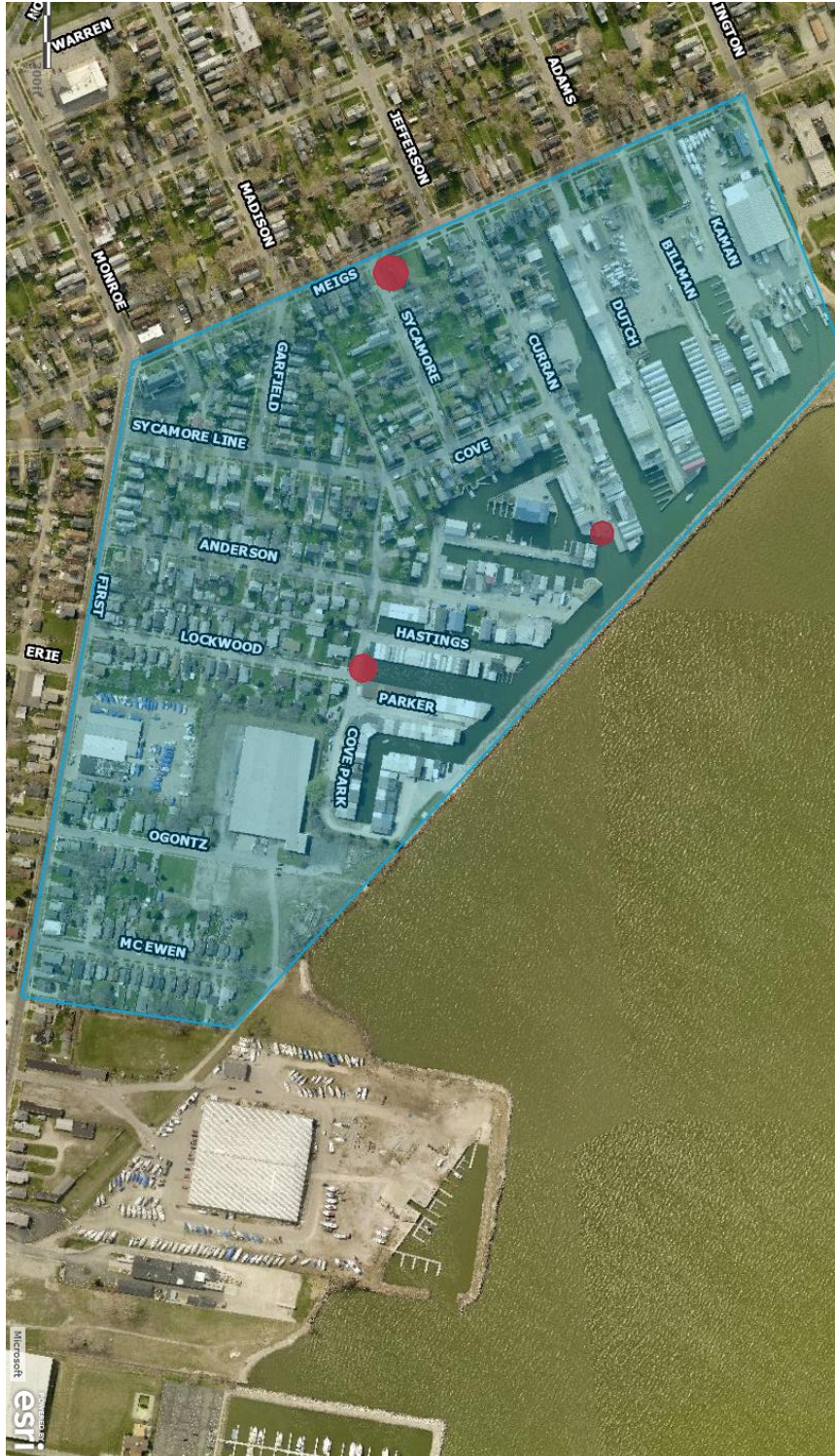
One original qualification packet and one electronic copy on USB or via email in PDF or MS-Word format shall be submitted by December 22, 2017, at 10:00 AM to:

Angela Byington, AICP
Director of Planning
222 Meigs Street
Sandusky, Ohio 44870

If under 10MB, the requested electronic copy can be emailed to Greg Voltz at gvoltz@ci.sandusky.oh.us. Call (419) 627-5730 with questions.

Exhibit A:

The portion of the neighborhood that the art could be placed in are highlighted in blue, the red dots are areas of focus that we want to have specifically considered.





**Evaluation Form
City of Sandusky**

Professional Services Request

**Artist to Create Site Specific Neighborhood
Wide Artworks for the Cove District**

Name of Firm:

Name of Evaluator:

	Criteria	Points	Score
1	Strength of Artist	25	
2	Past performance and experience with projects of similar scope and size	20	
3	Demonstrated understanding of the project	10	
4	Innovative project approach, which includes all listed items in the Scope of Work	25	
5	Project Schedule	10	
6	Location of Artist	10	