



ART SELECTION ADVISORY COMMITTEE
Thursday, May 31, 2012 11:00 A.M. – 1:00 PM
City of Fairbanks, City Hall, 800 Cushman Street
City Council Chambers

1. Call to Order
2. Introduction of Members, Staff and Attendees
3. Public Comment Period
4. Approval of the May 31, 2012 Agenda
5. Approval of the May 17, 2012 Meeting Summary
6. New Business
 - a. CAFÉ
7. Old Business
 - a. Draft Request
 - b. Comment Discussion
 - c. National Article
 - d. Guardrail Discussion
8. Public Comment Period
9. Other Issues
10. Adjourn

Next Meeting: Tuesday, June 12, 2012 at City Hall Council Chambers 11 AM

FMATS Art Selection Advisory Committee
Meeting Summary
May 17, 2012
Fairbanks City Hall, City Council Chambers

IN ATTENDANCE: *FMATS Art Selection Advisory Committee Member **FMATS Staff

- *Donna Gardino, FMATS (Chair)
- *Mark Fejes, Community Artist
- *Ron Inouye, Historian, Community Member
- *George Lounsbury, Pioneers of Alaska
- *Amy Nordrum, Fairbanks Downtown Association
- *Kelley Hegarty-Lammers, Chena Riverfront Commission
- *June Rogers, Fairbanks Arts Association
- *Sue Sprinkle, Graphic Designer
- *Carole-Ann Newcomer, Doyon (absent)
- * Julie Engfer, Festival Fairbanks (absent)
- **Jessica Smith, FMATS

Public: Patti Skondovich, Shawn Staker, Ramey Wood, Dan Kennedy

1. Call to Order

Chair Donna Gardino called the meeting to order at 11:04 am.

2. Introduction of Members, Staff and Attendees

The members of the FMATS Art Selection Advisory Committee and members of the public introduced themselves.

3. Public Comments

None.

4. Approval of the May 17, 2012 Meeting Agenda

- **Motion:** To approve the May 17, 2012 Meeting Agenda. (Hegarty-Lammers, Nordrum)
- **Vote on the motion:** None opposed. Approved.

5. Approval of the May 3, 2012 Meeting Summary

- **Motion:** To approve the May 3, 2012 Meeting Summary. (Hegarty-Lammers, Nordrum)
- **Vote on the motion:** None opposed. Approved.

6. New Business

a. Comment Update

Ms. Gardino directed the committee to the comments found in the meeting packet and introduced Shawn Staker with DOT, who has been assisting in the website presentation for FMATS. Mr. Staker presented the word cloud he developed based on the survey words most often mentioned by the public comments. This is a new technology Mr. Staker has never used before; he utilized a world.net interface for the development of the word cloud. The comments represented are up-to-date as of May 13, 2012. The only words dropped from the word cloud at this point are conjunctions or joining words (i.e., "the," "while," "and"). Mr. Staker also described his

methodology regarding the word cloud development and answered any questions to clarify his procedure regarding the size of the words, the colors, and the overall layout.

Mr. Fejes asked how the word cloud would be utilized. Ms. Hegarty-Lammers commented that the method of creating the word cloud is perfect, especially the deletion of words used in a negative context. She also provided positive comments on the word cloud's color and its usefulness as a tool to help the committee understand what the greenspace theme will be. Ms. Gardino and Ms. Rogers agreed that this is simply a tool to accurately display the public's comments. Mr. Fejes expressed concern that the comments are too reduced. Ms. Rogers commented that this is simply adding another dimension to our decision process rather than a reduction. Mr. Lounsbury asked if we clarify what tools we're using to filter the comments. Ms. Hegarty-Lammers suggested we describe our methodology in the RFP (which will be published) listing all of our tools to help find the theme for the greenspace desired by the public. Ms. Hegarty-Lammers also noted the importance of transparency with the committee's methods. Mr. Fejes suggested using the word cloud in the RFP. Mr. Inouye suggested including the comments in an appendix of the RFP. Mr. Staker suggested pulling any outliers from the comments (i.e., a comment that uses a word excessively). Ms. Gardino commented that she trusted Mr. Staker's judgment regarding the word cloud. She suggested that Mr. Staker bring the committee the tabulated comments. Mr. Staker will strive to get the final word cloud to the committee by the next meeting.

Ms. Gardino noted the broken YouTube link on the website. Sue will follow up on this problem. Mr. Staker noted that any social media that he posted is actually blocked by the DOT, so he is unable to check whether or not that media is working properly. Ms. Nordrum asked if the Prezi presentation is linked to the website. Ms. Gardino confirmed that it is.

The Committee thanked Mr. Staker for his help.

Ms. Hegarty-Lammers noted that the Applause piece will go in tomorrow or the next day, with an emphasis on the deadline for comment submittal being May 30th.

b. Advertisement Options

Ms. Gardino has been researching how to advertise the final date for public comments. Options include half-page and quarter-page ads, as well as what day of the week is best. Another option is also the Flyerboard, which is found on the homepage of the News-Miner. It is available for \$99 for 7 days. Ms. Hegarty-Lammers asked if there are any stats for the traffic the Flyerboard page is receiving. Ms. Gardino replied that she did not know the traffic for that page. Ms. Gardino followed up that on the Flyerboard, we could link directly to your questions with this advertising option. Inserts cost \$89 for every 1,000 inserts. Sunday prints 15,600 papers, so the total cost for an insert would be \$1,400 plus printing costs for an insert. The cost for a half-page, weekday newspaper ad is \$1,045. This could be clipped out and sent to FMATS, or other instructions for completing the survey. The cost for a quarter-page ad on a weekday is \$526, on the weekend costs are \$522 (Saturday) and \$553 (Sunday). The half-page, weekend ad is \$1,107. Ms. Gardino suggested the committee use one or more of these advertising options for a final push for surveys.

Mr. Fejes asked if the advertising costs are worth it. Ms. Nordrum responded that it is absolutely worth it, due to the cost we're accruing for the public art. Ms. Hegarty-Lammers agrees.

- **Motion:** To publish a ½ page advertisement in Sunday's paper and a Flyerboard advertisement, as well as do as many public presentations as possible. (Hegarty-Lammers/Nordrum).
- **Vote on the motion:** None opposed. Approved.

Ms. Hegarty-Lammers suggested updating the comment sheet by making the website link larger and in color. Mr. Fejes noted that Ms. Sprinkle is pretty busy but Ms. Gardino will check with her. FMATS will print and distribute. The committee discussed various upcoming opportunities to make an announcement or presentation to local community organizations such as Kiwanis and Rotary.

Ms. Gardino noted that the guardrail and grade was discussed and approved pending engineering details and decisions. Mr. Hagerty-Lammers and Mr. Inouye asked some clarifying questions regarding the guardrail length and pedestrian access. Ms. Gardino replied that she will follow up with these concerns.

Ms. Hegarty-Lammers asked about the aesthetic appearance of the guardrail to be installed. Ms. Gardino noted that she did not know what the guardrails will look like. Ms. Hegarty-Lammers suggested aesthetic, functional guardrails, such that was used in Anchorage 5th and 6th Avenue. Ms. Gardino has an upcoming meeting with DOT and will speak to this suggestion then.

Mr. Fejes announced that he will be holding an event at his studio on Friday, May 25th at 5:00 PM in support of local comments regarding the art selection. He will be providing a videographer and encourages participation by taking any input from the public on Fairbanks' uniqueness and why public art is important. Ms. Hegarty-Lammers suggested using the survey questions at the event to guide the conversation.

Ms. Hegarty-Lammers suggested adding the public canvassing video comments to our word cloud. Nordrum volunteered to transcribe the video comments and submit to the online survey form.

Additional discussion and concerns regarding this public involvement approaches' consistency was brought forth by the committee.

Ms. Rogers reiterated that the survey questions be available at the event. She voiced concerns for Mr. Fejes holding an event without the support of the committee. Mr. Fejes commented that he believed that [as a steering committee] we are providing potential artists with a sense of Fairbanks. Mr. Fejes wanted to ask the question at his event, "Describe your sense of why Fairbanks is different and how that should affect our public art." Ms. Hegarty-Lammers noted that the first part of the question is consistent with the survey questions developed by the committee, but the second part should be left up to the selected artist. Mr. Fejes noted that he does not agree with the survey questions and would prefer not to use the questions because they are ambiguous. He believes they have limited value. Ms. Rogers and Mr. Hegarty-Lammers noted that Mr. Fejes should use the survey questions in order to stay consistent with the direction of the committee. That way the public input could be used in the RFP.

Public Comment (Patti Skondovich): Ms. Skondovich voiced concern about the law regarding holding this type of event. She voiced concerns regarding the Open Meetings Act.

Mr. Fejes responded that he is simply providing an avenue of additional comments for the public. Ms. Gardino noted that as long as the event is advertised, there should not be any legal implication.

Additionally, the event is not considered a meeting of the committee because there will not be any decisions made at this event.

Public Comment: Mr. Wood noted that the event was simply an avenue for discussion and would be no different than if any member of the public brought forth feedback in any form to the committee. The committee would then decide what to do with the input.

Ms. Rogers responded that the committee is a representation of the public, and it is a responsibility of the committee to act appropriately. Ms. Gardino voiced her concern over the survey questions not being used at the event. Ms. Nordrum volunteered to watch any video feedback from the event. Mr. Fejes noted that the comments would not be for the committee [but for the artists]. Ms. Nordrum responded that she believed it would be for the committee, in order to synthesize with the rest of the public input. Ms. Rogers noted that having the questions on site would help provide this organization for the comments. Mr. Fejes asked what the issue was. Ms. Hegarty-Lammers clarified the concerns of 1) correctly following the Open Meetings Act and 2) consistency of the event with the committee's ultimate goal – to listen to the public's input based on the survey questions developed by the committee. Mr. Fejes noted that this was intended to be helpful for an interested artist. Ms. Hegarty-Lammers and Ms. Rogers noted that the comments are effectively representing the people of Fairbanks. Ms. Gardino voiced concerns that the comments on video might hold more weight. Ms. Hegarty-Lammers noted that the use of the survey questions will give everyone an equal voice. Ms. Rogers reminded the committee that it is important to represent yourself as a committee member that this is a team effort to represent the public. It is her concern that public perception will be that if any committee member holds an event, that member is still representing the committee. Mr. Fejes noted that it should not be the committee's intent to educate the responding artists only with what the committee has approved. He noted his concerns about the questions being limiting, as a responding artist could do their own research and learn about Fairbanks. He asked why it is not the more responses the better. Ms. Nordrum responded by describing a similar situation in which a public comment is submitted without knowledge of the questions and how the committee would utilize the comment by bringing it to the committee. Ms. Gardino noted that this has happened, and she directs such responses to the online survey, thus being consistent with all comment organization. Ms. Nordrum noted that if Mr. Fejes wants to hold his event without the survey questions, he can bring those videos before the committee and it can be decided whether or not to include the responses at that time. Mr. Fejes replied he did not feel this was his intention, he believes he was continuing what the committee had approved and talked about for the event, which included video responses. Ms. Gardino noted that was never approved. Ms. Nordrum noted that she believes that the responses can be included as part of the process if the survey questions are used to shape the conversation. Mr. Fejes replied that we cannot tell people what to say. Ms. Hegarty-Lammers clarified that the committee sought to ask questions and listen, not tell the public what to say.

Mr. Rogers voiced her concerns that if the committee members were to attend this event and it was not advertised as a public meeting, it could be perceived as a violation of the Open Meetings Act. Ms. Hegarty-Lammers suggested that all committee members refrain from commenting in any official capacity at this event. The committee all expressed concern for Mr. Fejes' event and asked that he bring the survey questions along to his event.

Mr. Inouye asked if the artists would be supplied with a video of that space. Ms. Gardino noted that with all the construction currently being done, it is difficult to visualize the space at this time.

c. Draft Request

Ms. Gardino is working with FHWA to determine the process of advertising a draft request for artists' work. It was also noted that no one in Alaska has ever done a transportation enhancement project outside of the regular construction project. Ms. Gardino is looking for alternatives to Low Bid Selection within the FHWA processes, such as qualification-driven selections. Additionally, this request will not be limited to Alaska/Pacific Northwest. Ms. Hegarty-Lammers suggested adding to the RFP descriptors to ensure familiarity with Alaska/Pacific Northwest. Ms. Gardino developed a format based on FHWA processes, and similar project RFPs. Ms. Gardino directed the committee to the RFP draft found in the meeting packet. Ms. Gardino noted each of the specifics in the RFP to date as seen in the draft RFP found in today's meeting materials packet.

Mr. Fejes suggested also reviewing City of Juneau's RFPs as they are very similar. Ms. Sprinkle suggested adding a task to the schedule of documenting the artist's process and construction of the greenspace art. Budget concerns and value of this documentation were brought forth by the committee. Ms. Hegarty-Lammers suggested that this process should not come out of the artist's budget. Mr. Fejes noted that this would not be an overwhelming process for the artist and is part of the interest in how art is made.

Ms. Gardino asked for additional comments on the draft. Ms. Nordrum and Ms. Hegarty-Lammers asked if additional background could be given in the RFP such as website links, committee background, language that encourages education of the submissions, site description, and locate Mr. Fejes' description in the very first paragraph of the "general background information" section. Additional concerns under "design considerations" should include temperature and noise consideration in the space, as it is located between two busy roadways. Ms. Sprinkle noted that the RFP should clarify that this is a site specific piece, and Ms. Gardino referenced the current language describing the space. Ms. Hegarty-Lammers suggested calling that description "Site-Specific Considerations," which would include the arctic climate construction season and other limitations on the site.

Mr. Fejes asked what the draft RFP will be called. Ms. Gardino noted that she is currently called this a "request," until the committee determines what it should be called. Mr. Fejes noted various titles, including "request for art" or "request for artists." Ms. Hegarty-Lammers suggested calling this a Request for Proposals; otherwise submissions will be very qualitative. Ms. Gardino asked for what the request should be titled. Ms. Sprinkle and Ms. Nordrum also voice that it should be a Request for Proposals. Ms. Gardino referenced the meeting packet to help decide what the request should be titled. Mr. Fejes asked what the scheduling and deadlines were for the advertisement of the request, and Ms. Gardino responded it should be advertised by June 15th. Ms. Gardino noted that the draft schedule is structured to reflect an RFQ/RFP process, as that was the discussion and consensus from the last meeting. Mr. Hegarty-Lammers asked how long this process will take. Ms. Gardino pointed the committee to the schedule, which indicates the Request for Qualifications are due July 19th, Finalists Selected by August 9th, a Request for Proposals issued August 13th, RFPs due September 24th, Artist Selection by October 17th, Contract Negotiations and Execution, followed by the artwork itself in September 2013. Ms. Sprinkle noted the quick turnaround for the RFQ. Ms. Gardino noted that the RFP can be drafted while the RFQ is out. Mr. Fejes voiced concerns that advertising an RFQ will limit the artists who can apply. Ms. Gardino responded yes; the criteria must be met in order for the artists to complete the work. Mr. Fejes suggested beginning with the artists' concepts and ideas as well as their qualifications. Ms. Gardino noted the additional work for the artists to develop a concept. Ms. Nordrum commented that a concept should not be requested upfront, but the RFQ could be written in a way that does not

eliminate, for example, students. Ms. Sprinkle commented that if you didn't have a concept, you might not have a team assembled. Ms. Nordrum noted that a display of experience without a full concept could be described in the RFQ. Ms. Gardino directed the committee's comments to the draft request in the meeting packet, which describes the comments being discussed.

Ms. Sprinkle asked why auto insurance was necessary. Ms. Gardino noted that it was required, regardless of the necessity on a particular project. Ms. Hegarty-Lammers commented that all of these items are standard procurement, and suggested the committee leave those items to Ms. Gardino as they are required.

Ms. Gardino noted that she developed the draft included in the meeting packet to reflect the two-step process that was discussed by the committee at the last meeting which includes concerns of asking too much of the artists upfront. Ms. Sprinkle asked if the committee were to extend the install date, where or when that would happen; she is concerned that using the RFQ/RFP process will lock the committee's decisions into a faster schedule that cannot accommodate changes. Ms. Gardino responded that to renegotiate an end date after the RFQ/RFP was advertised would be unfair to artists. Mr. Fejes reiterated that artists may not even respond if the schedule is impossible to adhere to; the RFP must include the end date. Ms. Gardino suggested adding a date, but noting it is negotiable. Additional discussion regarding the schedule's feasibility and what types of artists might be eliminated due to the current schedule. Ms. Hegarty-Lammers noted that on many advertisements, there are many respondents that are hesitant to respond to a request that has unknowns such as climate and schedule. It was the consensus of the committee that a date must be provided in the RFP/RFQ, with flexibility for that date upon request. Ms. Gardino commented that it is not realistic to have a September 2013 install date because the DOT will not want two contractors on the same site due to liability issues. Ms. Gardino will go to the Policy Committee regarding this scheduling issue.

Ms. Hegarty-Lammers asked for comments from the public present regarding the RFQ/RFP process. Patti Skondovich, Ramey Wood, Dan Kennedy's comments noted that the public responded that a RFQs may provide additional information on an artist's abilities. However, it may disqualify potentially qualified artists. A request for proposal could include the summary of the amount of time that the actual art may take. Mr. Fejes noted that there should be a place in the request to display the artists' idea. Ms. Gardino directed the committee to the draft in the meeting packet, which includes a section for concept description. Ms. Gardino asked how people are being eliminated by using an RFQ. Mr. Fejes responded that the wording, "Criteria for artist selection will include quality appropriateness and originality in the artist's task work as evident by digital imagery. Durability maintenance requirements and safety considerations related to past admissions, past projects and references that attest to qualifications." Mr. Fejes noted that this was an RFQ he received last year, with no room for an artist's concept. Ms. Gardino noted that the artists must display their ability to do the work. Mr. Fejes replied that an RFP will include letters of reference and other such items that will show the artists' qualifications. Ms. Sprinkle asked to review the current draft. Ms. Sprinkle and Ms. Hegarty-Lammers suggested making a hybrid of RFQ/RFP. Mr. Fejes noted that he does not believe we need a hybrid, just a RFP. Mr. Inouye asked if the process of having an artist develop a rendering would be included in this stage. Mr. Fejes clarified that that would be in stage two of an RFQ process. An RFP allows the opportunity to present an idea. Mr. Inouye asked why the concept couldn't be included in the RFQ process. Mr. Gardino noted a concern of fairness with this process. Mr. Fejes further commented that the RFP would include a concept. Ms. Hegarty-Lammers asked to return to the original question: What should this request be called. She noted that Ms. Gardino's draft is a hybrid of the RFQ/RFP process. Mr. Hegarty-Lammers further commented that the qualifications statement can be

modified so as not to eliminate people. Ms. Gardino noted Mr. Fejes' concern that the RFQ/RFP process will eliminate artists before the committee has seen their concepts. Mr. Fejes asked if there was a criterion for artist selection in the draft, and Ms. Gardino directed the committee to the draft request, page 13. Ms. Nordrum noted that the criteria seems very accessible, worded in a way that does not require submitters to have extensive professional experience. Ms. Hegarty-Lammers suggested modifying Section D by removing restrictions. Mr. Fejes noted that if the committee selects finalist from the RFP process, stipends are no longer necessary. Ms. Hegarty-Lammers voiced concerns for artists that may not respond to such an extensive RFP with respects to unknowns such as the climate; an RFQ can be more inclusive due to having boiler-plate items ready for submittal. It was noted that the artists' self presentation will help determine their ability to work with others on this project. Ms. Hegarty-Lammers and Ms. Nordrum noted concerns regarding asking for a lot of free work upfront. Mr. Fejes commented that artists come up with projects by coming up with projects.

- **Motion:** Move to publish a Request for Qualifications & Concepts not to exceed so many pages. (Hegarty-Lammers/Inouye).

Hegarty-Lammers suggested using a hybrid model for the draft request to be able to allow for additional, potential concepts. Mr. Fejes asked if DOT is going to take care of accessibility. Ms. Gardino noted that was not the motion on the table.

- **Vote on the Motion:** Five in favor. None opposed. One abstention. Approved.

d. Schedule

Ms. Gardino noted this was discussed earlier in the meeting. (See Section C, Fourth Paragraph of the minutes.)

e. National Article

Ms. Nordrum noted that this article is in the works.

f. Procurement Process and Rules

It was suggested by the committee for Ms. Gardino to deal with final details.

7. Old Business

a. Art Theme Process

To be discussed after final comments have been submitted, tabulated, and reviewed.

b. Budget Discussion

Ms. Gardino noted that the budget is \$300,000 total for artist concept and construction.

8. Public Comments

Ramey Wood suggested the committee spend money on some donuts, coffee, and hang out at the transfer station for comments.

Patti Skondovich asked if Ms. Sprinkle is going to do the News Miner advertisement.

9. Other Issues

Mr. Fejes noted concerns about the lack of native involvement. Ms. Hegarty-Lammers volunteered to contact Carole-Ann Newcomer with Doyon and ask how to help with effective representation from the community. Comments from Native community by May 30th are of greatest priority.

Ms. Sprinkle asked for FMATS to look at the printing costs for Thank You notes. She suggested not using envelopes.

10. Adjourn

The meeting adjourned at 1:05pm. (Inouye/Lounsbury). Motion carries.

Next Art Committee meeting Thursday, May 31, 2012, 11 am at Fairbanks City Hall, City Council Chambers.

Approved: 
Donna Gardino, Chair
FMATS Art Committee Chair

Date: 5.31.12



City of Fairbanks

**REQUEST FOR QUALIFICATIONS AND CONCEPTS
DOWNTOWN FAIRBANKS GREENSPACE PROJECT
Project No. 025-2-1-035**

The City of Fairbanks is soliciting artists for the development of enhancements (artwork) in the new greenspace being created under the Illinois Street Reconstruction project as a result of the extension of Barnette Street. This space is illustrated in Attachment 1. Artists are required to submit their qualifications and concepts. Several finalists may be selected to develop proposals. Artists desiring to be considered for this work may obtain a detailed Request for Qualifications and Concepts (Request) document from:

The City of Fairbanks City Clerk's or FMATS Office,
800 Cushman Street,
Fairbanks, Alaska 99701
or
Website: www.ci.fairbanks.ak.us

Packets will be available Thursday, June 14, 2012 at no charge.
Project Manager is Donna J. Gardino, Telephone 907-459-6786, Fax 907-459-6783,
E-mail: djgardino@ci.fairbanks.ak.us

Responses shall be submitted to the City Clerk, 800 Cushman Street, Fairbanks, Alaska 99701-4615, no later than 4:00 PM, AST, Friday, July 20, 2012. This is not a postmark deadline. Responses received after the time specified will be retained unopened. No submissions will be accepted if bound in notebooks or binders as these are difficult to copy.

CITY OF FAIRBANKS

By: Antonio C. Shumate
Title: Purchasing Manager

PUBLISH: Fairbanks Daily News Miner: June xx.



**CITY OF
FAIRBANKS**

**REQUEST FOR XX
COVER SHEET**

SUBMITTAL DEADLINE

Time: 4:00 PM
Date: July 20, 2012

ISSUE DATE: June 14, 2012
PROJECT: **Downtown Fairbanks
Greenspace Project**
PROJECT No: 025-2-1-035

DELIVER PROPOSALS TO:
City Clerk's Office
City of Fairbanks
800 Cushman Street
Fairbanks, Alaska 99701

**Proposals Delivered To Another Location Will
Not Be Considered.**

PURCHASING AGENT

ANTONIO SHUMATE

Date: _____

SECTION FOR VENDOR USE: RETURN THIS ORIGINAL, COPY FOR YOUR FILES

PROJECT: _____

DATE OF PROPOSAL: _____

BUSINESS NAME: _____

BUSINESS LICENSE NUMBER: _____

MAILING ADDRESS: _____

PHYSICAL ADDRESS: _____

TELEPHONE NUMBER: _____ FAX: _____

BY: _____ TITLE: _____
(signature)

**THIS IS NOT AN ORDER. THE ATTACHED TERMS AND CONDITIONS SHALL
BECOME PART OF ANY CONTRACT RESULTING FROM THIS REQUEST FOR
PROPOSAL. PROPOSALS SHALL BE SUBMITTED IN THE INDICATED FORMAT;
ORIGINAL SIGNATURES MUST BE SUBMITTED ON THE FORM PROVIDED.**

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1. GENERAL INFORMATION

A. Background

This small green space is the historic center of downtown Fairbanks. It is a stone's throw from where the first trader unloaded the first riverboat. For over 100 years, this place has been the beginning of the road north from downtown to the gold fields. In fact, this green space was the interior's first transportation hub with river passengers and freight, rail road depot and road system all beginning and ending right at this place. It would be hard to find a place in Fairbanks that has seen more action.

Today this small green space is the north entrance to downtown Fairbanks and its geographic focal point. It is the riverfront center of a vibrant multi-use neighborhood. It has a diverse dynamic with a bank and a church opposing a bar with our local newspaper mediating between them. This space is surrounded by government offices to the west and regional Native corporation business headquarters to the east. Until recently, it was the home of an iconic historic hardware store, a long list of restaurants, a tattoo parlor and a barber shop. This is truly a dynamic and romantic neighborhood, a fascinating mix of uses that will surely continue to grow and evolve.

The [Policy Committee](#) of the Fairbanks Metropolitan Area Transportation System (FMATS) heard the community's concern about the enhancements that were proposed for the newly created green space between Cushman Street and the extension of Barnette Street on the north side of the Chena River in downtown Fairbanks. This greenspace is illustrated below in varying shades of green. It is currently being graded and seeded with grass for environmental stability.



FMATS was tasked with forming a citizen committee, the FMATS Art Selection Advisory Committee, to solicit ideas from the community and build on these ideas to commission a project that will enhance this special green space in downtown Fairbanks. We are citizen volunteers from the Fairbanks Arts Association, The Pioneers of Alaska, The Downtown Association, The Tanana Valley Historical Society, Festival Fairbanks, The Chena Riverfront Commission and local artists. We all care deeply about how our community is represented in this space that the community's ideas are the foundation upon which these

enhancements are created. Learn more about the project at www.fmats.alaska.gov/art-shtml. Artists are encouraged to review the videos and photos on the website to learn more this space.

B. Objective

The Committee requested input from the community for concepts that can engage and resonate with the entire community. The concepts reflect the sense of this place for Fairbanksans and for visitors to our town. These concepts provide the basis for a project that we can all be proud of as it will be here for a long time.

The intent of this Request is to attract artists that have demonstrated success in developing public art and a desire to design, fabricate, and install art in this space.

C. Funding

Funding is in place for the execution of this project through a Grant Project Memorandum of Agreement with the State of Alaska Department of Transportation and Public Facilities, No. 025-2-1-035. Total funding for this project will not exceed \$300,000. The selected artist's budget will include all costs of design, engineering, fabrication, installation, artwork transportation, special handling fees, special lighting (if any), photographic documentation, liability and automobile insurance, and an identifying plaque made to **xx** standards and specifications. State laws regarding public construction, including licensing, insurance, bonding and payment of prevailing wage rates, may apply. Finalists will be apprised of this information.

D. Project Description

The new greenspace is being developed in the Department of Transportation and Public Facilities' right-of-way. The area where art may be installed is bound on the north by the concrete plaza and on the south by the new bike path. It should be contained within the greenspace between Cushman and Barnette Streets. It is approximately 400 feet long and 150 feet wide at its widest point. All responses should be relevant to this particular site.

E. Themes for Artwork

Artwork should portray integration of one or more of the following themes:

Awaiting the end of the public comment period before we list the themes.

Artwork should be visually appealing and engage those who visit this space. It should be intriguing for first time visitors or members of the general public. It should be a destination people will seek when they visit Fairbanks.

F. Site-Specific Design Considerations

Artwork of all media will be considered, including but not limited to glass, metal, ceramic or multi-media. Viewers may touch the artwork if it is installed in an

accessible location, therefore artwork must also endure substantial public use. Public safety is of great importance. Routine maintenance and display considerations must be minimal.

The location is between two major collector streets; Cushman and Barnette. Traffic noise should be expected in this space.

Fairbanks is in the Interior of Alaska and is relatively remote. Fairbanks' climate is usually classified as subarctic, with long, cold winters and short, warm summers, in which much of the annual precipitation falls. It is life at 64° north. Snow usually falls on September 21, snowpack is established by mid-October and remains until May. In this climate, snow accumulates and does not typically melt between snowfalls from October through March. Average winter temperatures range from -15° F to -25° F but extremes range from +50° F to -60° F. Artwork must be designed so that snow removal does not require special equipment or extra duties performed by maintenance staff. Temperature inversions in winter causes cold air to accumulate in and around the city while the warmer air rises to the hills, resulting in one of the biggest temperature inversions on Earth. Summer average temperatures range between 50° F to 70° F.

At the summer solstice, Fairbanks receives 21 hours and 49 minutes of direct sunlight. At the winter solstice, Fairbanks experiences 3 hours and 43 minutes of sunlight. You can view the solar path of Fairbanks at:

<http://astro.unl.edu/naap/motion3/animations/sunmotions.html>.

Fairbanks' most notable unusual meteorological occurrence is the prevalence of the aurora borealis, commonly known as the northern lights.

The concrete plaza at the apex of the space on the north end has a power supply. If artwork is selected for this area, it should include lighting of the artwork at the expense of the artist and in coordination with the Project Manager. Replacement lighting features must be off the shelf items.

Projects requiring engineering drawings must be stamped by an engineer licensed in Alaska to assure that the installation is safely and properly designed for seismic, wind loads, etc. This project will require a beautification permit and the artist will work with the State of Alaska DOT & PF to obtain the permit.

G. Installation Date

Prior to September 30, 2013. Artists' references must also attest to past performance and meeting deadlines.

2. INSTRUCTIONS FOR RESPONDENTS

A. Questions, Objections or Comments

Proposers are required to carefully review this request without delay for defects and questionable or objectionable matter. Questions, objections or comments must be made in writing and received by the Project Manager no later than ten days prior to proposal opening, so any necessary amendments may be published and distributed to proposers and prevent the opening of defective proposals. Proposers' protests based upon any omission, errors or contents of the Request For Proposals will be disallowed if not made known prior to the proposal opening.

Address all questions, objections or comments to: Project Manager, FMATS Office, City of Fairbanks, 800 Cushman St., Fairbanks, AK 99701. Faxed inquiries to (907) 459-6783 are encouraged. Email inquiries should be sent to djgardino@ci.fairbanks.ak.us.

B. Disclaimer

The City assumes no responsibility for any interpretation or representations made by any of its officers, agents or employees unless interpretations or representations are incorporated in a written amendment to the Request.

C. Format

Responses shall be printed on 8-1/2" X 11" sheets using type size not less than 12 pt.

D. Quantity & Delivery

Deliver three (3) proposal copies to the City Clerk's Office before the deadline. Package(s) containing proposals must be sealed, marked with project name, and addressed as shown in the cover sheet.

E. Improper Delivery

Neither the City nor its officers, agents or employees shall be responsible for the premature opening of, or failure to open any proposal not properly addressed and identified.

F. Fax Submittals

Fax submittal of a proposal is not acceptable.

G. Lobbying

The RFP selection process shall not be compromised or distorted by private lobbying outside the procedures designated to award the best proposal for the City and the public. No proposer may disclose his proposal to members of the City Council or City Employees prior to the date and time when all such proposals are to be opened and made public.

After the proposals are made public, the City shall select those proposals which are responsive and which merit further discussion. Any person whose proposal is selected for further discussion shall confine all contacts with the City representatives to those permitted by the formal selection procedures. Any person whose proposal is not selected must not discuss the matter with City employees or City Council members, but may file a protest under the City procurement code, FGC Article VII, Sections 54-281 through 54-292.

4. DELIVERABLES

Artists are required to submit the following items:

- A. One page narrative on 8.5" x 11" paper with site specific and overall type of approach to concept. Include a description of why you are interested or particularly qualified for this project. Address the criteria in Exhibit B.
- B. A one page rendering on 8.5" x 11" (drawing, photo, graphic) of the proposed concept.
- C. Digital images of past work should be burned onto a Window-readable CD labeled with artist's name, contact information and the number of images. Submit no more than 10 images in a jpeg format, 2 MB maximum file size. Include an image identification sheet. Artists are allowed to submit images from their fabrication partner, if applicable.
- D. Current 1- 2 page resume on 8.5" x 11" paper.
- E. Three professional references who can attest to: success of past projects, qualifications and ability to complete work on time in coordination with a project manager as well as with members of a design team
- F. Self-addressed and stamped envelope large enough for the return of the CD, if you would like it returned.
- G. Artists may be asked to attend an interview with the jury. The interview may occur in person or via teleconference or Skype. The interview may include a discussion about how the art proposal may be incorporated as well as questions regarding experience, media choice and proposed budget range.
- H. The jury may elect to provide selected artists with a \$2,000.00 budget to develop a formal Art Proposal, which shall include a detailed proposal of the art piece, a fixed fee budget and a timeline for completion and installation of the work.
- I. The jury will make a final selection and recommend its selection to the FMATS Policy Committee for approval of the selected art and associated costs.

Do not submit additional materials. All entries accompanied by self-addressed stamped package, with adequate postage will be returned after the jury review by the Project Manager. CD images and proposals entered without return packaging and postage will be held at the FMATS office for a 30 day pickup.

The following is an estimated schedule for the deliverables and the formats in which they are to be provided by the consultant:

<u>Item</u>	<u>Timing</u>
Request for Qualifications/Concepts Due	July 15, 2012
Finalists Selected	August 9, 2012
Request for Proposals Issued (if required)	August 13, 2012

Request for Proposals Due (if required)	September 24, 2012
Artist Selection	October 17, 2012
Contract Negotiations and Execution	October 31, 2012
Artwork Installed	September 30, 2013

Artist shall maintain throughout the period of this contract, insurance in the following minimum requirements:

- A. Commercial General Liability Insurance: The Contractor (or subcontractor) is required to provide Commercial General Liability (CGL) insurance on an occurrence form with limits not less than \$500,000 Combined Single Limit per Occurrence not excluding premise operations, independent contractor (or subcontractor)s, products and completed operations, broad form property damage, blanket contractual, collapse, and underground hazards.
- B. Comprehensive Automobile Liability Insurance: The Contractor (or subcontractor) shall cover all owned, hired, and non-owned vehicles with coverage limits not less than \$500,000 single limit per occurrence for bodily injury and property damage.
- C. Workers' Compensation and Employers' Liability Insurance: Statutory requirements by the applicable state law or regulation. Employers' Liability insurance shall be \$100,000 each accident for bodily injury, \$500,000 policy limits for bodily injury by disease, \$100,000 per employee for bodily injury by disease.
- D. Professional Liability, if applicable, Including Valuable Papers Coverage: In the amount of \$1,000,000, or the contract ceiling price, whichever shall be greater.

7. OWNER'S RESPONSIBILITIES

FMATS will provide a Project Manager to assist the artist, coordinate the work and administer the contract.

8. STATUTORY REQUIREMENTS

The artist chosen will be expected to comply with all Federal, State, Borough and City laws and statutes. This must meet all requirements and administrative regulations of the Federal Highway Administration. Sections from State of Alaska Statutes and City of Fairbanks Code of Ordinances are listed, for your reference, because of their particular applicability to this project.

- A. City of Fairbanks Purchasing Ordinance, Particularly - Fairbanks General Code Section 54 - 201 through 54 - 208: Competitive Sealed Proposals.
- B. The proposer chosen must comply with all federal non-discrimination and affirmative action requirements, including Title VII of the Civil Rights Act of 1964 and 1992; Equal Employment Opportunity (EEO) provisions contained in 41 CFR Part 60, and the Disadvantaged Business Enterprise (DBE) Program requirements as defined by CFR part 23.

Proposers certify, by the submission of their proposal, that they comply with applicable portions of the Federal Civil Rights Act of 1964, the Equal Employment Opportunity Act, Alaska Statute 18.80.010 – 18.80.300, and regulations issued under these acts by the state and federal governments. Bidders not in compliance with these requirements will be declared non responsive.

9. CONTRACTUAL REQUIREMENTS

The contract form is expected to be the City of Fairbanks Professional Services Contract, attached, and modified appropriately to fit this project.

10. SUBMISSION OF PROPOSALS

Review Exhibit B – Evaluation Criteria. Read each criterion in light of the Proposed Statement of Services. Prepare a distinct response for each criterion in your narrative. Failure to respond directly to any criteria will result in an evaluation score of zero for that criteria. Responses must be specific and directly related to the proposed Statement of Services. Each Criterion Response must be titled, numbered and assembled in the order in which the criteria are listed in Exhibit B, so the criterion to which information applies shall be plainly evident.

11. SELECTION PROCESS

The City of Fairbanks, through a jury process, will review the submitted responses using the evaluation criteria on the attached Selection Review Sheet. Finalists will be selected for an interview and may be asked to submit a more detailed proposal.

12. AWARD OF CONTRACT

A contract may be awarded to the responsible and responsive firm whose proposal is determined to be the most advantageous to the City, taking into consideration price and the evaluation factors set out in the request for proposals.

13. RIGHT TO REJECT AND NOT AWARD

The City may accept or reject any and all proposals or waive irregularities, and reserves the right not to award the contract when it is in the best interest of the City to do so.

14. EXHIBIT LISTING

- | | |
|--------------|--|
| Attachment 1 | Site Map Hope to have a better visual of the actual site next week. |
| Exhibit "A" | City of Fairbanks Professional Services Agreement |
| Exhibit "B" | RFP Evaluation Form |

15. ADDITIONAL AVAILABLE INFORMATION

EXHIBIT "A"

**CITY OF FAIRBANKS
FMATS
025-2-1-035**

PROFESSIONAL SERVICES CONTRACT

THIS AGREEMENT, made at Fairbanks, Alaska, this _____ day of _____, 2012, by and between the CITY OF FAIRBANKS, a municipal corporation of the State of Alaska, hereinafter referred to as the "City", and _____, of _____ hereinafter referred to as "Consultant".

WITNESSETH:

WHEREAS, the City of Fairbanks has made a request for proposal for professional services for the **Downtown Fairbanks Greenspace Project**; and

WHEREAS, the Consultant was selected according to procedures of the Fairbanks General Code of Ordinances.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, in consideration of the premises and of the covenants and agreements to be performed by the parties hereto, the City and Consultant mutually agree as follows:

1. Scope of Services. The scope of work will be set forth in the Consultant's proposal dated _____, 2012, which is attached to and made a part of this contract as Attachment "A".

2. Compensation. The City agrees to compensate Consultant on a lump sum basis for all services necessary to perform all services as set out in paragraph 1, Scope of Services, for the total fixed price of \$_____.

All prices include reimbursable expenses. Price for all services covers all hiring of sub-consultants, transportation, printing of reports, phone and any other items associated with the tasks and responsibilities described in this proposal.

3. Time Required to Perform the Scope of Services. Consultant agrees to begin work immediately on the Project described herein following the date of written notice to proceed by the City. Such work shall be conducted in accordance with the schedule listed in Attachment "A". Consultant agrees to complete the work described herein by September 30, 2013.

4. Project Organization. This project shall be the direct responsibility of _____, of _____, who will participate in all key elements of the project.

5. Contract Administration. Consultant shall be responsible to, and under the control of, the MPO Coordinator, or her designee, in the performance of its obligations under this

agreement. Consultant shall communicate with the City through the said MPO Coordinator or her designee.

6. Delegation/Assignment. The services and duties to be performed by Consultant are mutually agreed to be unique and personal, and neither party shall assign rights nor delegate any duties under this agreement without the written consent of the other.

7. Equal Opportunity Employers. The City and Consultant are both Equal Opportunity Employers and, as such, agree they will not discriminate against any employee or consultant for employment because of race, color, religion, national origin, ancestry, age, sex, marital status, change in marital status, or physical or mental handicap.

8. Termination. The obligation to provide further services under this agreement may be terminated, (a) by the City with or without cause upon seven (7) days notice to Consultant and, (b) by Consultant for cause upon seven (7) days written notice to the City. In the event of termination by the City for cause, Consultant will be paid for services rendered and expenses incurred as of the date of notification. In the event of termination by Consultant for cause or by the City without cause, Consultant will be paid for services rendered and expenses incurred as of the date of notification plus reasonable demobilization expenses not to exceed ten percent (10%) of the portion of the ceiling or lump sum price allocated to the task or phase in progress when termination occurs. In such case, Consultant shall provide to the City any partially completed information, data, results, computations preliminary information, draft reports or similar partially completed work which are in the possession of Consultant and for which Consultant claims any payment from the City. City acknowledges it may not treat such partially completed work as final. In no case will the total compensation exceed the total ceiling price in effect at the time of termination unless mutually agreed in writing.

9. Jurisdiction: Choice of Law. Any civil action arising from this contract shall be brought in the Superior Court, Fourth Judicial District, for the State of Alaska, at Fairbanks, or in the United States District Court, for the State of Alaska, at Fairbanks. The law of the State of Alaska shall govern the rights and duties of the parties under this contract.

10. Entire Agreement. This contract and any writings incorporated by reference herein embody the entire agreement of the parties. This contract shall supersede all previous communications, representations or agreements, whether oral or written, between parties hereto. WITNESS WHEREOF, the parties have executed this contract as the day and year first above written.

FIRM: _____

ATTEST: (When Applicable)

By: _____

Title: _____

Date: _____

CITY OF FAIRBANKS:

By: Jerry Cleworth
Title: Mayor

Date: _____

ATTEST:

By: Janey Hovenden
Title: City Clerk

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

By: Paul J. Ewers
Title: City Attorney

By: Donna J. Gardino
Title: MPO Coordinator

Date: _____

Date: _____

EXHIBIT "B"

FMATS Selection Review Sheet

PROPOSER: _____

REVIEWER: _____ DATE: _____

		Points Weight Award	
1	<p><u>Artistic Merit</u> Demonstrated by representation of the concept approach, relevant past work in images and resume</p>	0-5	30
2	<p><u>Appropriateness and uniqueness of the Artist's Medium, Style and Previous Experience in relation to the project goals and setting</u></p>	0-5	30
3	<p><u>Experience with Projects of a Similar Scale and Scope, including familiarity with the public art process, the public review approval process and/or collaboration with public entities and design agencies.</u> Provide evidence of certifications, trainings or licenses.</p>	0-5	20
4	<p><u>Communication Skills</u> Ability to work with diverse community members, contractors, consultants, landscape architects and others on the design team</p>	0-4	5
6	<p><u>References</u></p>	0-5	5
7	<p><u>Durability, Maintenance Requirements and Safety Considerations related to past commissions</u></p>	0-5	10

EXHIBIT "C"

CERTIFICATE OF INSURANCE - SAMPLE FORMAT ONLY

This certifies to CITY OF FAIRBANKS, 800 Cushman Street, Fairbanks, Alaska 99701 that the following described policies have been issued to:

Insured _____

Address _____

Location of operations insured _____

Description of work: **Downtown Fairbanks Greenspace Project**

<u>POLICIES AND INSURERS</u>		<u>LIMITS in thousands (1,000)</u>		<u>POLICY NUMBER</u>	<u>EXPIRATION DATE</u>
		<u>Bodily Injury</u>	<u>Property Damage</u>		
Worker's Compensation					
_____		Employer's Liability \$ _____			
<u>(Insurer)</u>		_____			
Comprehensive General Liability	Each	Person Each	Each Occurrence		
_____		<u>Occurrence</u>	<u>Aggregate</u>	_____	
<u>(Insurer)</u>		_____			
Comprehensive Auto Liability	Each	Person Each	Each Accident		
_____		<u>Accident</u>		_____	
<u>(Insured)</u>		_____			
Umbrella Liability		Combined Single Limit			

(Insured)
All policies are in effect at this time and will not be canceled, limited, or allowed to expire without renewal until after 30 days written notice has been given to the certificate holder named on the top line. any coverage afforded the certificate holder as an Additional Insured shall apply as primary and not excess to any insurance issued in the name of the certificate holder.

The following coverages or conditions are in effect:	Yes	No
<u>Longshore and Harbor Workers' Act</u>		
<u>Products and Completed Operations</u>		
<u>CITY OF FAIRBANKS Named as Additional Insured</u>		
<u>Cross Liability Clause</u>		
<u>Broad Form Property Damage</u>		
<u>X.C.U. Hazards Included</u>		
<u>Blanket Contractual Liability</u>		
<u>Independent Contractor (or subcontractor)s' Protective Liability</u>		
<u>Builder's Risk</u>		

Date _____

(Authorized Signature)

At _____