

ARTS SELECTION PANEL AGENDA

Wednesday, March 5, 2021, 3:00 pm

Zoom: <https://us02web.zoom.us/j/89118442484>

Webinar ID: 891 1844 2484

Phone: +13126266799

www.downtowntc.com

1. Roll Call
2. Public Comment
3. 'Union' Mural Project
 - a. Artist Review
 - i. [Link](#) to Selection Panel Reviews and Comments
 - ii. [RFP](#) for Reference
 - b. **Motion to recommend the pairings of _____ for consideration of the Traverse City Arts Commission at their May 19 regular meeting.**
4. Public Comment
5. Adjournment

The Traverse City Downtown Development Authority does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The DDA Director has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the DDA office.





March 10, 2021

Bidder:

The City of Traverse City will receive artist qualifications directed to the Traverse City Arts Commission, Downtown Development Authority, 303 East State Street Suite C, Traverse City, Michigan, 49684, until **Wednesday, April 22**, at **5:00pm** for the following:

'Union' Mural Pilot Project

If the specifications are obtained from the Arts Commission's website link at: www.tcpublicart.org, it is the sole responsibility of the Bidder to check the website for updates and addenda prior to the qualifications being submitted.

The City of Traverse City reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of the City.

The City accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder. Only the successful Bidder will be notified.

You must submit the completed online application prior to the above-indicated time and date or the bid will not be accepted. Hard copy bids will be accepted, however online bids are recommended and preferred. Please ensure that all requirements listed in the specifications are met.

If you have any questions, please contact Katy McCain, DDA Director of Community Development, at katy@downtowntc.com or (231) 922-2050 before the bid is submitted.

PLEASE SUBMIT ONLINE BIDS HERE:

<https://forms.gle/e43FvdPHDDQxfVpF9>

Technical Assistance for Submitting Online
Nick Viox
nick@downtowntc.com
231.922.2050



Traverse City Arts Commission

303 E. State St., Ste C.
Traverse City, MI 49684
231.922.2050
tcpublicart.org



PLEASE SUBMIT HARD COPY BIDS TO:

TC ARTS COMMISSION

Attn: Katy McCain

303 E. State St., Ste. C

Traverse City, MI 49684

Project Intent

The purpose of this RFP is for (two) pairs of artists to create two sets of murals on Union Street in Downtown Traverse City, Michigan.

Project Background & History

From a simple 'let's do some murals' concept, the Traverse City Arts Commission began to consider that the name of the street ('Union') could be utilized to the community's advantage, particularly in this current political climate where lack of unity seems to be a common theme. Going beyond the traditional concept of a single mural, the Arts Commission has developed the idea of creating 'pairs' (or 'unions') of murals along Union Street to speak to the symbolic nature of the concept. 'Union' murals are slated to be painted in the month of June 2021 and are intended to be on display for a few years, at which time we will likely seek new murals.

Project Details

The scope, for this pilot program, is to place two pairs (four murals in total) near the middle and end of Union Street. The murals will serve as a destination for residents and other visitors, and contribute to the area's sense of place.

Artists are encouraged to apply in pairs, with each of their pieces working together in the overall theme of 'Unity.' Two pairs of artists will be chosen for the two Union Street sites, each painting a 5'x5' mural. These pieces are meant to serve as the start of a conversation around the chosen theme of 'Unity' and each team's interpretation of that theme. The pieces should certainly communicate with one another and, perhaps, offer different opinions, but should not be a diptych.

Artist pairings should reflect diversity (e.g. of age, style or aesthetics, geographic and economic background, etc). A statement about that process, and that union, will be displayed along with the artists' info.

Each artist within the pair can have their own unique concept and idea in mind, but collaboration in tying the pieces together is necessary. Artists need not have worked together on past projects. Please note that artists may apply separately if they do not have a partner in mind, with final pairings subject to the decision of the Arts Commission Selection Panel.

Each mural will be 5'x5' in size and will be painted directly on a cleaned and prepped urban exterior.



Traverse City Arts Commission

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Location

Both mural pairings will be located on Union Street, which is located in the Old Town neighborhood of Downtown Traverse City. Union Street runs perpendicular to Front Street, the main commercial artery of the Downtown District. The first five blocks of Union Street consist of restaurants, bars, retail space, offices and parks, before transitioning into more of a residential area. The murals will be a focal point of these blocks, with the purpose of increasing pedestrian traffic and contributing to the diversity, vibrancy and sense-of-place of this district. Please note: locations subject to change but will not affect the overall theme of the project.

Location 1: The alleyway between 108 and 114 S. Union Streets.

108 Union Street is the home of The Dish Café and 114 Union Street is Pavlova Salon and Spa. This alleyway is utilized in the warmer months for outdoor dining. The murals will be a phenomenal addition to the ambiance of this outdoor dining destination.



Location 2: The south facing wall of the AT&T Store at 427 S Union Street.

This building is located at the corner of Union and Eighth Street. This location will attract traffic off of Eighth Street (which is another main thoroughfare Downtown) and the nearby Old Town & Central Neighborhoods.



Contract Requirements

The finalists shall enter into a contract with the City of Traverse City upon acceptance of proposal. Michigan law shall apply to the contract and agreement between artist and the City of Traverse City.

Title to and ownership of the artwork passes to the City of Traverse City upon written acceptance of and payment for the work.

Copyright belongs to and remains with the artist. The artist retains all rights under the Copyright Act of 1976 (17 USC Section 101) as the sole author of the work for the duration of the copyright. The duration of copyright in the United States is currently the life of the author plus seventy (70) years.

The City of Traverse City retains the right to reproduce the artwork in any and all forms, and will include credit to the artist and notice of copyright on all reproductions.

The Arts Commission recognizes some changes may occur during the process of creating the finished artwork. If, in the reasonable judgment and opinion of the Commission, the final artwork is materially different from the concept presented and accepted during the selection process, the Commission reserves the right to request revisions to, or recreation of the art. It is





the responsibility of the artist to discuss with the Traverse City Arts Commission any changes during the creative process that could be considered materially different.

The City of Traverse City requires that the selected artist carry Liability Insurance in the amount of \$2,000,000 (two million dollars) per incident during the production of the artwork, with an endorsement naming the City of Traverse City as additional insured.

Artists will be disqualified if they owe taxes to the City of Traverse City.

Eligibility

The project is open to all qualified artists aged 18 and over. Teams of artists are welcome to apply.

Selection Process

The project will follow the process described in the Public Art Program Master Plan for Traverse City, available at tccpublicart.org. The artists and final art will first be selected by the Art Selection Panel. The Art Selection Panel will then make a recommendation to the Arts Commission for final consideration.

The Arts Commission reserves the right to reopen a search if the right finalist/project is not found.

The call for entry process will include the following:

1. The Art Selection Panel reviews artists' submissions and qualifications and determines the two best pairings to take part in the 'Union' Street Mural Pilot to recommend to the Arts Commission.
2. The Arts Commission reviews the recommendation and determines whether or not the recommended artists are awarded the project.

Budget

Each artist will receive \$2,000 in compensation, with all art supplies to be paid for by the Arts Commission as well. Up to \$1,000 in travel and meal expenses to be paid per artist (upon receiving receipts). The total budget is \$19,500 which includes \$2,000 from Michigan Council for Arts and Cultural Affairs (MCACA) and funds from the Public Art Trust Fund. The total budget includes all expenses for the project including artist materials and fee, travel expenses





and artist reimbursables, structural investigation or engineering if needed, permits, installation, sign plaque, and any events or artist forums.

Timeline

All dates but the Artists Qualifications Deadline are subject to change:

February 2021: Locations determined by Arts Commission

March 2021: Locations Approved by property owners

March 17: Artist invite emails go out and artists can sign up to receive the RFP and additional info

March 22: Formal invite email goes out and RFP opens

April 2021: Project comes to City Commission for approval and permitting

April 22: RFP Closes

May 2021: Surfaces prepped and permits secured

Week of May 3: Selection Panel chooses two pairings

May 19: Arts Commission approves selection panel choices

June/July 2021: Installation of pieces occur with coordination between the artists and Arts Commission staff

July/August 2021: Ribbon cutting, media outreach, signage installed

August/September 2021: Communications, engagement, documentation, tours/community conversation

Maintenance

The Arts Commission will work with the selected artists to identify specific maintenance requirements for the artwork. The maintenance plan will need to consider seasonal cleaning of the work. All maintenance on the artwork will be paid for with funds from the Public Arts Trust Fund.

How to Apply



Traverse City Arts Commission

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tcppublicart.org



Artists who wish to be considered for this project must prepare and submit the following materials online or in hard copy form. Information on where to apply and submit can be found on the first page of this RFP packet.

Required materials include:

1. Letter of interest (can be joint for the pair) – one page only explaining interest in the project and statement of the pairs’ interpretation of the theme. Please be specific as possible with concept and your implementation plan.
2. Current resumes (one for each artist) – detailing past or current commissions and public installations of work (if a team application, include resumes of all members), and including artist name, gallery representation (if any), address, phone, and email.
3. Digital portfolio or website of each artist
4. References – list of three professional references (per artist) with knowledge of the artist’s work and working methods.
5. Optional – artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.)

Contact Person

TRAVERSE CITY ARTS COMMISSION
Katy McCain, Director of Community Development, Traverse City DDA
katy@downtowntc.com
231-922-2050

Artist - Please complete and return



Traverse City Arts Commission

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Traverse City, MI 49684
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tcppublicart.org

REQUEST FOR PROPOSALS SUMMARY

TITLE: 'Union' Mural Pilot Project
DUE DATE (Hard Copy): 5PM EST on April 22, 2021
DUE DATE (Online): 5PM EST on April 22, 2021

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept a Purchase Order / Service Order / Contract and to provide proof of the required insurance.

Bidder submits this bid and agrees to meet or exceed all the City of Traverse City's requirements and specifications unless otherwise indicated in writing and attached hereto. Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

1. conviction of a criminal offense incident to the application for or performance of a contract;
2. conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;



3. conviction under state or federal antitrust statutes;
4. attempting to influence a public employee to breach ethical conduct standards; or
5. conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:
 - a. The Natural Resources and Environmental Protection Act.
 - b. A persistent and knowing violation of the Michigan Consumer Protection Act.
 - c. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
 - d. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
 - e. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.
6. the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt – Government.

Bidder agrees that the bid may not be withdrawn for a period of sixty (60) days from the actual date of the opening of the bid.





Submitted by: _____

Signature _____

Name and Title (Print) _____

Email _____

Phone _____

Company Name (if Any) _____

Address _____

City, State, Zip _____

Sole proprietorship/partnership/corporation _____

If corporation, state of corporation _____

