



# **Call to Artists / Request for Qualifications American Street Bike Racks**



**Project Budget: \$53,353**  
**Deadline for Submissions: October 22, 2019**

**CITY OF PHILADELPHIA**  
**James F. Kenney, Mayor**

**OFFICE OF ARTS, CULTURE AND THE CREATIVE ECONOMY**  
**Kelly Lee, Chief Cultural Officer**  
**Margot Berg, Public Art Director**  
**Jacque Liu, Percent for Art Program Manager**



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### INTRODUCTION

The City of Philadelphia's Percent for Art Program, through the Office of Arts, Culture and the Creative Economy (OACCE) **announces a \$53,353 competition to commission artist-designed Bike Racks on American Street.** This commission is part of the American Street renovation project by the City of Philadelphia's Streets Department and Department of Commerce.

### OVERALL PROJECT DESCRIPTION

The City of Philadelphia has received federal funding to make improvements along American Street between Girard and Indiana Avenues. The improvements include rehabilitating sidewalks with extensions at intersections that reduce pedestrian crossing distances, new medians with green stormwater infrastructure, protected bike lanes, new street trees, and new lighting. The street will be resurfaced with new pavement markings and signs installed.

### ART COMMISSION OPPORTUNITY

The Percent for Art Program, the Streets Department, and the Department of Commerce seek to commission **multiple artist-designed bike racks, which are high quality, original, and site-specific.** Three locations on American Street have been identified; in front of: 1. The Crane Arts business, 2. The Original 13 Ciderworks business, 3. Congreso de Latinos Unidos. Finalists may propose the same or unique design for all three locations.

**A budget of \$53,353 has been allocated for this Percent for Art commission.** This sum is inclusive of all artist(s) fees, insurance, fabrication, installation, travel, and all other project related expenses.

Finalists selected to create proposals must follow the City of Philadelphia's Office of Transportation, Infrastructure, and Sustainability (OTIS) guidelines. They can be found at this link: [http://www.phillyotis.com/wp-content/uploads/2018/01/PHL\\_BikeParking\\_December2017\\_Rev2-WEB-small.pdf](http://www.phillyotis.com/wp-content/uploads/2018/01/PHL_BikeParking_December2017_Rev2-WEB-small.pdf)

### ELIGIBILITY AND SELECTION CRITERIA

This competition is open to artists and artist-teams who reside in the United States. The City of Philadelphia reserves the right to determine additional eligibility requirements.

Artwork will be selected based on creativity, artistic merit, technical proficiency, and relationship to the site. Long-term maintenance, durability, and public safety concerns will be major selection criteria. Artists are required to comply with applicable rules, contracts, and procedures of all governmental boards and agencies of the City of Philadelphia.

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## Site Renderings



**Pictured above:** American Street Improvements Maps – from south to north.

**Top image:** Between Girard Avenue to Cecil B. Moore Avenue; **Middle Image:** Between Cecil B. Moore Avenue and Lehigh Avenue; **Bottom Image:** Between Lehigh Avenue and Indiana Avenue



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**YEAR ONE**



**YEAR TEN**



**Pictured above:** Rendering between Girard Avenue to Cecil B. Moore Avenue

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American Street Bike Racks  
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YEAR ONE



YEAR TEN



**Pictured above:** Between Cecil B. Moore Avenue and Lehigh Avenue

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**YEAR ONE**



**YEAR TEN**



**Pictured above:** Between Lehigh Avenue and Indiana Avenue



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### SELECTION PROCESS

eContract Philly is the website that serves as the gateway for the public and for vendors interested in applying for contract opportunities with the City of Philadelphia. Its purpose is to make it easier for businesses to find out about opportunities and to allow everyone to see them. Information about eContract Philly can be found here: <https://secure.phila.gov/eContract/>.

All the information regarding this Percent for Art opportunity will be posted on the eContract website. The selection process will take place in two stages.

**Stage 1 consists of this Request for Qualifications (RFQ), due October 22 at 5 p.m.**

Applicants will be reviewed by OACCE as well as representatives of the commissioning agencies based on the stated criteria. Up to five (5) applicants will be notified that they have been selected to submit full proposals. **Per the City's contracting regulations, only selected finalists will be identified at the posting of the Stage 2 RFP in mid-November.** All other applicants will need to check the City of Philadelphia's eContract website (<https://secure.phila.gov/eContract/>).

**Stage 2 consists of a full proposal that will post mid-November on eContract Philly for the selected applicants from Stage 1.** Selected artists will be required to submit a formal proposal consisting of narrative text, proposed budget, and images. An independent selection panel will review all applications. Stage 2 applicants will be required to give an in-person presentation. **Stage 2 applicants will receive a \$750 honorarium** to cover research, administrative, and logistical costs.

No selection shall be deemed final until a proposal has been fully approved and an agreement properly executed by the artist and the City. If a finalist is not selected from the original finalist group, the City reserve the right to re-open the call for artists.



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**PROJECTED TIMETABLE (PLEASE SAVE THESE DATES)**

Issue Call	October 3, 2019
Submission Deadline	5 p.m. on October 22, 2019
Finalist Posted to eContract Philly	Mid-November 2019
Pre-Proposal Meeting*	Late-November 2019
Proposals Due	Early-January 2020
Panel Presentation*	Mid-January 2020
Artist Notification	Late-January 2020
Artwork Fabrication	Spring 2020–Spring 2021
Artwork Installation	Spring 2021

\* Your in-person attendance at the Pre-Proposal Meeting and Panel Presentation is required; if you are unable to attend, you must arrange for a proxy who is familiar with your work to attend in your place



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### STAGE 1/RFQ APPLICATION PROCEDURE

Email the following to [Jacque.Liu@phila.gov](mailto:Jacque.Liu@phila.gov) via a file-sharing program such as Dropbox (<https://www.dropbox.com/>) or Hightail (<https://www.hightail.com/>): (Applicants unable to use Dropbox or Hightail can send a CD to: Jacque Liu, Percent for Art Project Manager, 116 City Hall, Philadelphia, PA 19107)

- **Submit eight (8) digital work samples of your artwork**
  - o Images should be labeled as last name, first name, and number; for example:  
Smith\_Jane\_01
  - o Images should be saved as JPGs, GIFs, or PNGs at 72 dpi with 1200 pixels as the widest dimension
- **Submit the following information as A SINGLE Word or PDF document:**
  - o **Artist Info:** Name, Address, Phone, Email, Website, Race (optional), how you heard about the call (optional)
  - o **Statement of Interest:** This brief cover letter may include related experience, artistic ambitions, and/or a description of your vision for the site; you may include proposed images, if applicable (One text page maximum, including images)
  - o **Resume or Bio** (Two-page maximum)
  - o **Image Identification Sheet:** These must correspond to the numbers of your submitted images. **List your images as:** Title. Year. Materials. Dimensions. Location (if applicable). Project Budget (if applicable).
  - o **Title your document** as last name\_first name\_Info; for example: Smith\_Jane\_Info
- **General application guidelines**
  - o Submit what you believe is your strongest work, in the context of this commission opportunity
  - o Submit your work samples in the order you would like them to be reviewed
  - o For images with details: show the overall image first, followed by detail images
  - o Do not send additional catalogs, reviews, promotional items, or original artworks; they will not be reviewed
  - o Incomplete or ineligible submissions will not be reviewed; it is the applicant's responsibility to verify the completeness of their application

The application deadline for submission is **October 22, 2018 at 5 p.m.**

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### NOTIFICATION OF RESULTS

**Per the City of Philadelphia’s contracting system rules, only selected finalists will be notified.** All other applicants will need to check the City of Philadelphia’s eContract website for the list of selected finalists. Please do not call the Percent for Art Program, the Selection Panel, or any members of the project team directly for competition results. The City of Philadelphia reserves the right to change, modify, or revise the Call for Artists, in part or whole, at any time without prior notice. The City of Philadelphia reserves the right to make no selection for this call to artists.

### CONTRACT AWARD

The artist/artist team selected will be required to enter an agreement with the City of Philadelphia through eContract prior to commencing. No selection shall be deemed final until a proposal has been fully approved and an agreement properly executed by the artist and the City. If a finalist is not selected from the original finalist group, the City reserves the right to return to the original group of artists who responded to this call to artists or otherwise solicit proposals.

### ABOUT THE OFFICE OF ARTS, CULTURE AND THE CREATIVE ECONOMY

The Office of Arts, Culture and the Creative Economy’s (OACCE) mission is to **support** and **promote** arts, culture, and the creative industries; and to **develop partnerships** and **coordinate efforts** that **weave** arts, culture, and creativity into the economic and social fabric of the city of Philadelphia.

The OACCE manages and oversees City arts programs, provides services to artists and arts organizations and serves as the primary point of municipal contact for local organizations, businesses, artists and creative entrepreneurs. As Philadelphia’s **local arts agency**, the OACCE works in cooperation with the Mayor, City Council, and other municipal offices to make Philadelphia a great place to live, work and visit.

### ABOUT PERCENT FOR ART

Enacted in 1959, the Percent for Art ordinance requires that one percent of the total dollar amount of any construction project that includes City funds be devoted to the commissioning of site-specific public art. The first of its kind in the nation, the program has commissioned over 300 works of art. The intent of the Percent for Art Ordinance is to enhance the City’s public environment by incorporating exceptional site-specific works of art.