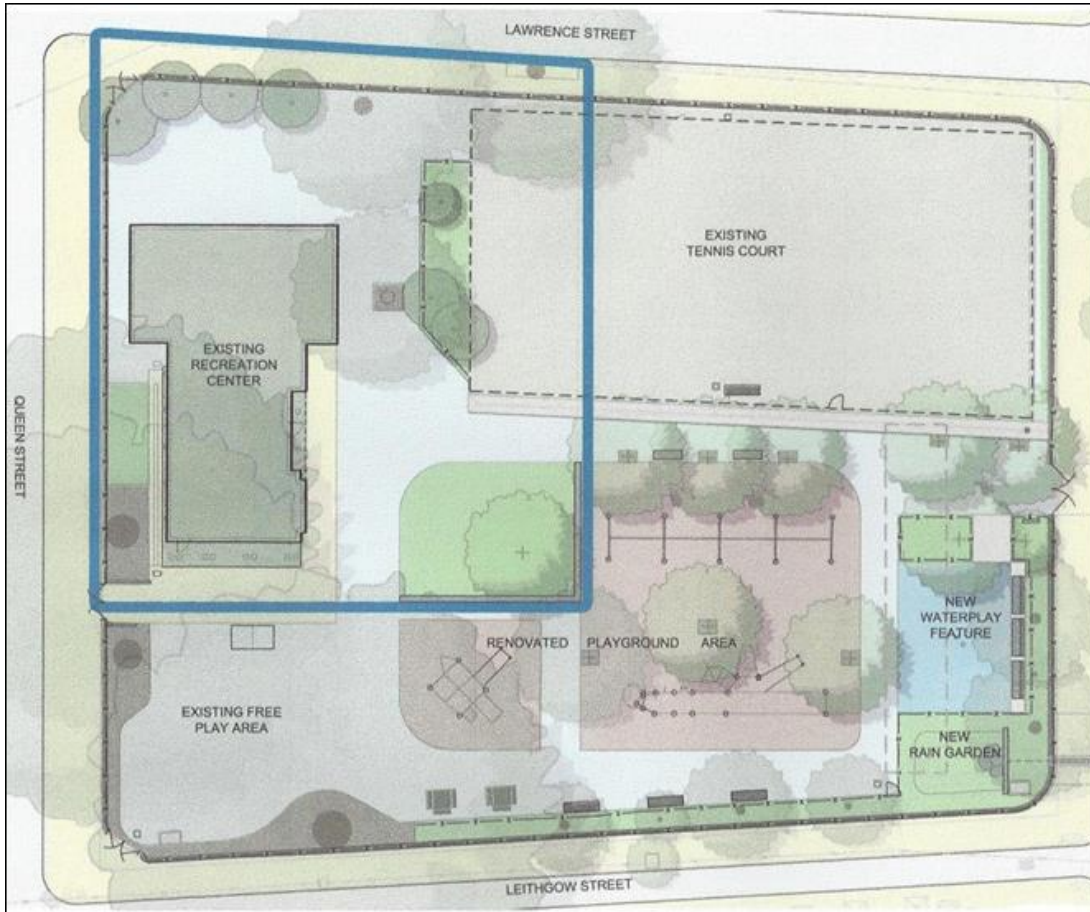


Package Contents

1. Bethel Memorial at Wecacoe RFQ
2. Bethel Memorial at Wecacoe RFQ Responses to Questions
3. List of professionals interested in Bethel Memorial RFQ

**Call to Artists/Request for Qualifications (RFQ)
Bethel Burying Ground Memorial Project
at Weccacoe Playground**



Project Budget: \$1,150,000

Deadline for Submissions: December 30, 2019

CITY OF PHILADELPHIA

Jim Kenney, Mayor

**OFFICE OF ARTS, CULTURE AND THE CREATIVE ECONOMY /
BETHEL BURYING GROUND HISTORIC SITE MEMORIAL COMMITTEE**

SCOPE OF WORK

1) INTRODUCTION

Philadelphia Parks and Recreation and City of Philadelphia's Office of Arts, Culture and the Creative Economy (City) and the Bethel Burying Ground Historic Site Memorial Committee (Committee), collectively "the City", issues this Request for Qualifications (RFQ) for the commissioning and installation of a site-specific public art memorial for the historic Bethel Burying Ground underneath Weccacoe Playground at 400 Catharine Street; the re-sizing of the existing full-size tennis court, which currently extends over the burying ground footprint, to a new youth tennis court to eliminate the encroachment on the footprint; the removal of the recreation center building; and any alterations to the site necessitated by memorial and youth tennis court.

During the 18th century, there was a large and growing population of free Blacks in Philadelphia, two-thirds of which lived in Southwark – a social, political, religious, and economic center for the county's Black citizens. Racism and segregation nonetheless permeated every aspect of life within the Black community – even in death. African Americans were denied the right to be buried in graveyards of white churches, and even when forced to be buried in public graveyards for the poor, indigent, and unknown, remained segregated. In 1810, Richard Allen and Mother Bethel A.M.E. trustees purchased the land at the 400 block of Queen Street to establish the Bethel Burying Ground – a safe space for all African Americans to be buried in Philadelphia – for \$1,600. Unlike existing churchyard burial grounds, internment here was not limited to congregation members, and may have been the first independent cemetery for the interment of the African American community in Pennsylvania. There are at least 3,000 and possibly more than 5,000 individuals interred at the site, and these include tradesmen, civic leaders, business owners, and more; an estimated 40% of those buried are young children.

The burial ground operated between 1810 and c.1864 and was sold to the City of Philadelphia in 1889, with the clear intention to transform it into a park, which was named Weccacoe Square. By 1950, the square was expanded to a full city block and renamed Weccacoe Playground, which it remains today. Since this sale, Weccacoe Playground has been an important and heavily used community space for the surrounding neighbors, schools, and community groups.

In 2013, URS Engineers (now AECOM) conducted an archeological investigation of the burying ground. The investigation identified the precise boundaries of the historic burying ground and determined the depth below the surface at which the interred remains are situated. This was done in order to provide the information necessary to ensure that any construction activity at the site would not impact the interments, and to ensure the long-term preservation of this significant historic site. During the investigation, one artifact was uncovered from the site: the headstone of a young woman named Amelia Brown, who died in 1813 at the age of 26. The headstone is on display in the basement museum of Mother Bethel A.M.E. Church.

As a nexus for Black life in America, and due to the contributions of the Southwark neighborhood and its residents to Philadelphia's role in the birth of the nation, the Bethel Burying Ground has been added to the Philadelphia, Pennsylvania, and National Registers of Historic Places.

For greater detail on the history of the Bethel Burying Ground and the Bethel Burying Ground Memorial Project, please visit <http://creativephl.org/bethelburyinggroundmemorial>. To learn more about those interred and the free Black experience in 19th century Philadelphia, please visit <https://bethelburyinggroundproject.com>, run by Committee member Terry Buckalew.

2) REQUEST FOR QUALIFICATIONS

The City invites qualified artists and design professional teams to apply for this opportunity. The City is seeking a team capable of designing and installing a memorial to the historic Bethel Burying Ground, removing the existing recreation center building at Weccacoe Playground, installing a youth tennis court, and any ancillary site alterations necessitated by the memorial and youth tennis court. The City anticipates selecting one applicant/team with which to contract.

This opportunity will have a two-phase selection process: this RFQ (Phase I) and a subsequent RFP (Phase II). The City will invite no more than five (5) respondents to this Request for Qualifications (RFQ / Phase I) to participate in a subsequent Request for Proposals (RFP / Phase II) process.

3) PROJECT DETAILS

The Bethel Burying Ground is an important feature in America's landscape, as its existence provides us with a link to the history, individuals, and events that tell the story of the early African American experience in Philadelphia. The City seeks an artist-led design team to memorialize the historic Bethel Burying Ground which lies beneath Weccacoe Playground. The City seeks an integrated, artist-driven approach to its stated objectives of commissioning a public art memorial and simultaneously integrating a new youth tennis court, in the context of the active playground. Applicant(s) to this RFQ will demonstrate the skills and experience necessary to undertake the stated scope of work and will include at a minimum an artist and a landscape architect or architect.

4) THE OPPORTUNITY

The City seeks to commission a meaningful memorialization of this sacred historic site that reflects the African American experience in 19th century Philadelphia and its role in our nation's history; one that reveals its vital story and that honors and celebrates the thousands of African Americans laid to rest there.

The City seeks to commission a site-specific memorial to the historic Bethel Burying Ground and the history, people and communities that it represents. The successful memorial will:

- demonstrate why this site matters; tell the remarkable story of the burying ground and the individuals interred there;
- reflect the burying ground's significance in the context of the historical circumstances of its establishment and abandonment;
- communicate the many emotions, values and history embodied in the place;
- serve as a means to educate the public about the burial ground, the Southwark community and the African American experience in 19th century Philadelphia.

In fall/winter 2018, the City held a series of community engagement sessions around Philadelphia in which we met with approximately 150 Philadelphians. The sessions were convened in order to have a dialogue with citizens about the burial ground and the commissioning process, and to provide the

public the opportunity to share their thoughts and visions as to what the memorial should accomplish, and what concepts, words and emotions it should evoke. The following are a sampling of the concepts and emotions most repeated by the public in those engagement sessions:

Respect	Remembrance
Pride	Community
Honor	Contemplative
Reverence	Avenge
Historic	Sadness
Love	Anger
Sacred	Truth

5) WECCACOE PLAYGROUND ALTERATIONS

In addition to the memorial, the project includes the removal of the recreation center building by hand, the design and installation of a youth tennis court on the current site of the playground's full-sized tennis court, in order to eliminate the encroachment of recreation infrastructure on the burying ground footprint, and any additional alterations necessitated by the above work.

6) EXISTING SITE DESCRIPTION – BETHEL BURYING GROUND AND WECCACOE PLAYGROUND

The Bethel Burying Ground lies under the Weccacoe Playground in the Queen Village neighborhood of Philadelphia (formerly known as the Southwark District). The playground is bounded by Queen Street to the south, Lawrence Street to the west, Catharine Street to the north, and Leithgow (formerly Weccacoe) Street to the east. It occupies just over three-quarters of an acre and is surrounded by a tall iron fence and concrete sidewalks. The burying ground lies below the playground's southwest corner and, at 0.28 of an acre, accounts for roughly one-third of the playground's substrate. On its western side, the burial ground extends beyond the playground's edge, continuing under the adjacent concrete sidewalk to a point at or near the east curb line of Lawrence Street. On its northern side, it extends underneath a portion of the tennis courts (to be resized to a smaller youth tennis court to eliminate encroachment on the burying ground footprint). Along its southern boundary, the burying ground aligns with the playground's perimeter fence, which dates from c. 1924. Most of the burying ground's southern half lies beneath the playground's 1924 recreation building, which is no longer in use. The recreation building will be removed by hand, down to the foundation, as part of this project. Just west of this structure lies a narrow concrete shuffleboard court; to the north, the tennis court extends approximately 20 feet onto the site. Mature trees stand near the southeast and northwest corners of the recreation building.

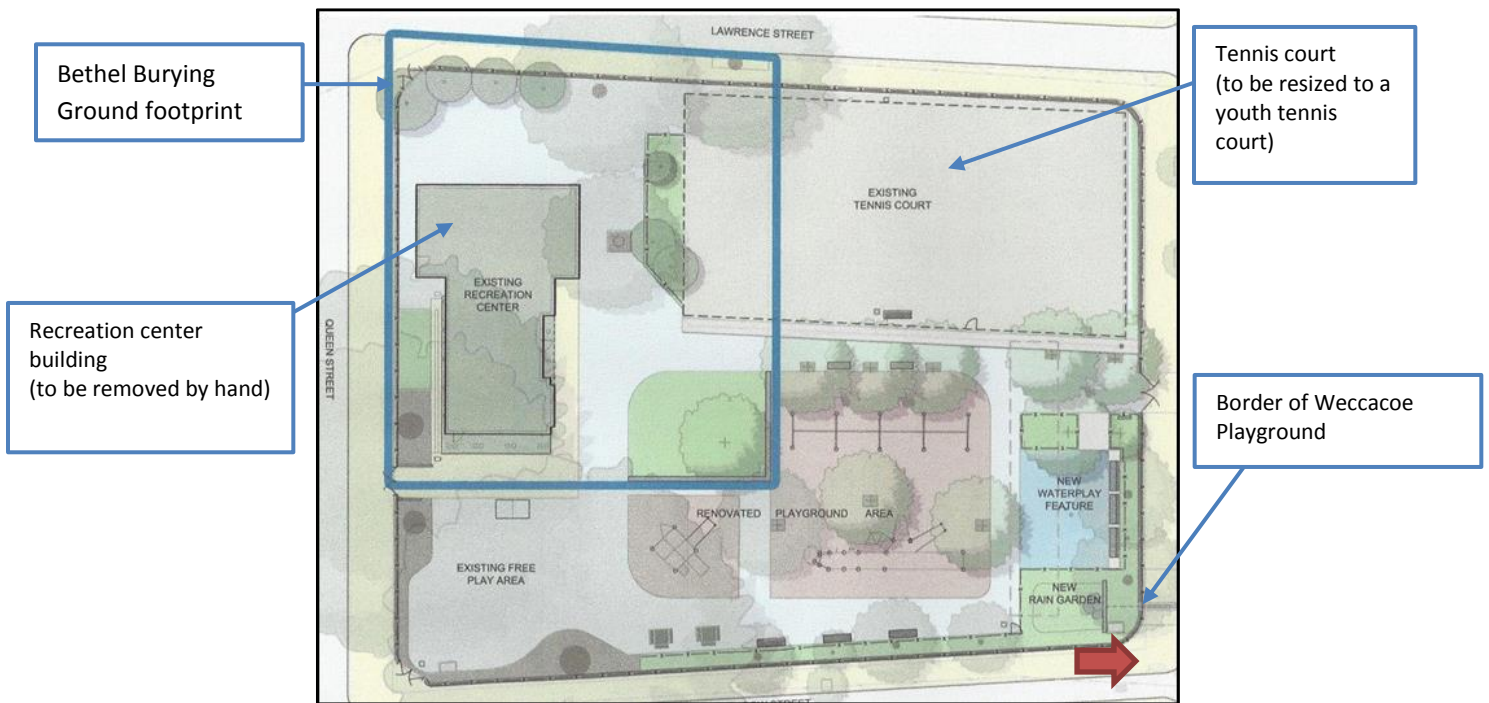
Existing Weccacoe Playground amenities include a spray ground and playground equipment for both toddlers and older children, all of which were installed following the master planning process during which the underground presence of The Bethel Burying Ground was brought to the City's attention. The playground is an important part of the neighborhood; heavily used by families, camps, preschools, and community organizations.

It will be the responsibility of the selected team to identify and document the existing above and below ground conditions of the Bethel Burying Ground and Weccacoe site. The archeological study of

Request for Qualifications
Bethel Burying Ground Memorial / Weccacoe Playground

the burying ground determined that soils within the footprint of the burial ground hold the intact remains of individuals interred in this graveyard and are present beginning at a depth of approximately 1–1.5 feet below the surface. No activities or alterations with the potential to disturb intact burial remains shall be undertaken, including planting of shrubbery, and installation of structures or fixtures on the burying ground footprint. Other limitations, such as weight restrictions, may apply to the site. The full footprint of the Burying Ground should be considered in the design of the memorial. The archeological investigation report for the Bethel Burying Ground can be found here: [Part One of Phase IB Archaeological Investigations of the Mother Bethel Burying Ground, 1810 – Circa 1864](#) and [Part Two – Appendix](#).

7) WECCACOE PLAYGROUND PHOTOS AND SITE PLAN



Site plan, Weccacoe Playground and Bethel Burying Ground, showing the outline of the Bethel Burying Ground in blue. The existing tennis court will be resized, and the existing recreation center building will be removed by hand as a part of this project.

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Bethel Burying Ground Memorial / Weccacoe Playground**



Recreation center building (to be removed by hand), Weccacoe Playground and Bethel Burying Ground



Weccacoe Playground and Bethel Burying Ground

Request for Qualifications
Bethel Burying Ground Memorial / Weccacoe Playground

8) ELIGIBILITY AND SELECTION CRITERIA

This opportunity is intended to be artist-led and is open to multi-disciplinary teams that incorporate an artist, and architect or landscape architect and all other professions or trades that are deemed necessary to undertake the stated scope of work. It is strongly recommended that an archeologist be included on the assembled team. The City strongly recommends diverse participation on applicant teams.

9) STATEMENT OF INTEREST / RELEVANT EXPERIENCE

The City seeks to commission a memorial that celebrates the extraordinary strength and achievements of these 19th century African Americans and enhances its current use as an active playground and gathering place for Philadelphians.

Applicants must provide a statement of interest in the project that demonstrates:

- an understanding of the importance of the site
- qualifications and capability to perform the services required by this RFQ, including a description of completed projects that successfully embody or illuminate concepts such as memory, forgotten histories and unrecognized truths, or related abstract concepts.

10) PROJECT TEAM ORGANIZATION

The RFQ response shall include a description of the proposed team, including all subcontractors. Applicants should clearly indicate the relationship, roles and responsibilities of each organization and team member. For each key team member, a resume or other information about previous experience must be provided. The City strongly recommends diverse participation on applicant teams.

Assembled teams should demonstrate the following:

- artistic merit
- technical proficiency
- ability to achieve the City's stated goal to commission a meaningful memorialization of this sacred and historic site that reflects its important role in our nation's history, that reveals its vital and under-recognized story, and that honors and celebrates the thousands of African Americans laid to rest there.

Long-term maintenance, durability, and public safety will be major selection criteria as well. As Weccacoe is an active playground, respondents are reminded that the final proposals must be integrated with the current use of the site. Artists/designers are required to comply with applicable rules, contracts, and procedures of all governmental boards and agencies of the City of Philadelphia. The City strongly encourages minority applicants to this RFQ. The City of Philadelphia reserves the right to determine additional artist/designer eligibility requirements.

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11) RFQ SUBMISSION REQUIREMENTS

Applicants are required to submit:

- Samples of previous completed projects that successfully embody or illuminate concepts such as memory, forgotten histories and unrecognized truths, or related abstract concepts, with budgets included
- A list of project team members with resumes or a summary of their experience and qualifications
- A statement of interest in the project that demonstrates an understanding of the importance of the site and the need for a memorial that honors and celebrates the thousands of African Americans laid to rest there, and that embodies or illuminates concepts such as memory, forgotten histories and unrecognized truths.

12) BUDGET

A budget of \$1,150,000 has been allocated for this project. The project scope includes all aspects of the burying ground memorial, the youth tennis court and any alterations to the site necessitated by the installation of the memorial and youth tennis court. This sum is inclusive of the removal of the recreation center building, any site prep, all artist(s) fees related to the memorial, design services related to the memorial and the tennis court, fabrication and any structural support for the memorial, engineering services, installation of the memorial and tennis court, travel, insurance and all other project-related expenses relative to the memorial and the tennis court. An **estimated** breakdown of the scope and budget is as follows:

- Building removal: \$165,000.
- Youth tennis court and enclosure: \$75,000.
- Bethel Burying Ground Memorial and any ancillary improvements necessitated by the memorial and youth tennis court: \$910,000

13) 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 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 by December 30, 2019 at 5 p.m. EST.

Applicants will be reviewed by the City based on the stated criteria. Up to five (5) applicants (“finalists”) will be notified that they have been selected to submit full proposals. **Per the City’s**

Request for Qualifications
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contracting regulations, only selected finalists will be notified. 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 from the applicants selected from Stage 1 (finalists”). Selected teams will be required to attend a Pre-Proposal Meeting and site visit at Weccacoe Playground/Bethel Burying Ground prior to submitting a proposal. At the Pre-Proposal Meeting, the finalists will meet with representatives from the City and members of the Committee to discuss the project and to ask questions. A written question and answer period will follow the Pre-Proposal Meeting; all answers will be posted on eContract Philly. Following the Pre-Proposal meeting, finalists will be required to submit a formal proposal consisting of narrative text, proposed budget, and schematic images. Stage 2 applicants will be required to give one in-person presentation at which they will present their proposals to the City for review. **Stage 2 applicants will receive a \$1,500 honorarium** to cover research, administrative, and logistical costs.

The City will facilitate a community engagement process to allow the public to review and comment on the proposals received, at one in-person meeting and online. The City will collect public comment on the proposals; these comments will be taken into consideration as a part of the decision-making process.

The applicant team selected to be awarded the project will be required to enter an agreement with the eContract system on behalf of the City of Philadelphia prior to commencing. No selection shall be deemed final until a proposal has been fully approved and an agreement properly executed by the applicant and the City. If a finalist is not selected from the original finalist group, the City reserve the right to re-open the RFQ.

14) PROJECTED TIMETABLE

RFQ Submission Deadline	December 30, 2019
Finalists Selected	January 2020
RFP Posted	February 2020
Mandatory Pre-Proposal Meeting*	March 2020
Proposals Due	June 2020
Applicants’ Presentations to the City*	June 2020
Public Input on Proposals Solicited	July 2020

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Art Commission Presentation	August 2020
Contract execution	September 2020
Site work/fabrication starts	Winter2020 /Spring 2021
Project completion and dedication	TBD

*In-person attendance for the Pre-Proposal Meeting and Committee Presentation is required; if you are unable to attend in person, you must arrange for a proxy to attend for you.

15) STAGE 1/RFQ APPLICATION PROCEDURE

Email the following to margot.berg@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: Margot Berg, Public Art Director, 116 City Hall, Philadelphia, PA 19107):

- Samples of previous projects completed, with budget indicated; submit digital images of up to eight (8) artist's work samples or previous projects, and up to four (4) architecture/landscape architecture projects
- Images should be labeled as last name, first name, and number; for example: Smith_Jane_01
- 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:
 - Team Info:** Name, Address, Phone, Email, Website, Race (optional), how you heard about the RFQ (optional), with resumes or summary of qualifications
 - Statement of Interest:** This brief cover letter may include: related experience and artistic ambitions; demonstration of an understanding of the importance of the site and the need for a memorial that honors and celebrates the thousands of African Americans laid to rest there, and that embodies or illuminates concepts such as memory, forgotten histories and unrecognized truths.
(two text page maximum)
 - Image Identification Sheet:** These must correspond to the numbers of your submitted images. List your images as: Project/Title. Year. Materials. Dimensions. Location. Project Budget.
 - Title your document** as last name_first name_Info; for example: Smith_Jane_Info

General guidelines:

- Submit what you believe are your strongest work samples, in the context of this opportunity
- For images with details: show the overall image first, followed by detail images

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- Do not send additional catalogs, reviews, promotional items, or original artworks; they will not be reviewed
- Incomplete or ineligible submissions will not be reviewed; it is the applicant's responsibility to verify the completeness of their application
- Submitted information will not be returned to respondents

The application deadline for submission is December 30, 2019 at 5 p.m.

16) 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 City, the Committee, or any members of the project team directly for competition results. The City of Philadelphia reserves the right to change, modify, or revise the RFQ, in part or whole, at any time without prior notice. The City of Philadelphia reserves the right to make no selection for this RFQ.

17) CONTRACT AWARD

The team selected will be required to enter into 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 selected applicant and the City. If a proposal is not selected from the group of finalists, the City reserves the right to return to the original group of teams who responded to this RFQ or otherwise solicit proposals.

18) ABOUT PHILADELPHIA PARKS & RECREATION

Philadelphia Parks & Recreation (PPR) advances the prosperity of the city and the progress of her people through intentional and sustained stewardship of nearly 10,200 acres of public land and waterways as well as through hundreds of safe, stimulating recreation, environmental, and cultural centers. PPR promotes the well-being and growth of the city's residents by connecting them to the natural world around them, to each other, and to fun, physical, and social opportunities. PPR is responsible for the upkeep of historically significant Philadelphia events and specialty venues and works collaboratively with communities and organizations in leading capital projects and the introduction of inventive programming.

19) 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

Request for Qualifications
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cooperation with the Mayor, City Council, and other municipal offices to make Philadelphia a great place to live, work and visit.

20) ABOUT THE BETHEL BURYING GROUND HISTORIC SITE MEMORIAL COMMITTEE

The Bethel Burying Ground Historic Site Committee was established in 2017 by the City of Philadelphia's Managing Director's Office to develop a meaningful memorialization of the historic Bethel Burying Ground. City officials, descendants of the interred, historians, artists, and representatives from Mother Bethel A.M.E. Church, Queen Village Neighbors Association, Friends of Weccacoe Playground, and Friends of the Bethel Burying Ground were named to the committee to represent the diverse perspectives that intersect over this historic site. They are charged with developing a meaningful memorialization of this sacred historic site that reflects its decisive role in our nation's history. Committee members and the project are committed to an inclusive public engagement process to develop a purposeful portrayal of this historic site that reveals its vital story and honors and celebrates the thousands of African Americans laid to rest there.

QUESTIONS RECEIVED RE: THE BETHEL BURYING GROUOND RFQ

Q: I am working with a team looking to submit an artist's response to your RFQ for the Bethel Burying Ground Memorial. Do you have a list of FAQ's we can reference while preparing our narrative statement of interest?

A: No, there is no FAQ list.

Q: Can you please send me the city reference number for this opportunity on the eContracts Philly site? I cannot seem to find it.

A: There is no reference number at this point. Here is a link:

https://www.phila.gov/rfp/Documents/BBG-RFQ_Call-to-Artists%20110419.pdf

Q: Do you have a sample of an RFQ response that we can look at, ideally one that you think is good/won in the past?

A: No, we cannot share other bidders' submittals.

Q: I am collaborating with a poet. As her work is text, and not images and we would like to include a sample of her poetry. May we include a poem she wrote as part of the submittal as a separate page of the PDFs?

A: Yes

Q: Are we to submit the required materials to your email through Dropbox and **not** to do any part of the application through eContract Philly at this point?

A: Correct

Q: Am I to assume my proposed budget for construction and associated fees should constitute no more than \$910,000 dollars?

A: A proposed budget is not required at this time, however \$910,000 is the total amount estimated for the memorial itself – including its fabrication and installation.

Bethel Burying Ground

The Founding Generations of African Americans in Philadelphia (1810-1864)

The following individuals attended the October 2nd event for artists and design professionals (i.e. public artists, architects, landscape architects, etc.) and opted in to make their contact information available for other artists and design professionals interested in developing design teams to respond to the Request for Qualifications/Call for Design Teams.

First Name	Last Name	Email Address
Lori	Aument	laument@land-collective.com
Seher	Erdogan	seher.erdogan@gmail.com
Lisa Stewart	Garrison	garrison.lisastewart@gmail.com
Timmara	Gooden	timmaragooden@gmail.com
Homer	Jackson	homershines@yahoo.com
Betty	Leacraft	bettyleacraft@gmail.com
Ashley	Ludwig	ashleyl@studio-zewde.com
Bill	Mellix	bmellix@synterrald.com
Monna	Morton	monnamortondesign@gmail.com
Sandra	Owens	sanjowens@yahoo.com
Gabbi	Salvemini	gsalvemini@land-collective.com
Duncan	Spencer	philadelphiaspencer@gmail.com
Rachel	Spencer	rspencer@land-collective.com
Joel	Spivak	joel.spivak@comcast.net
Betty Jean	Thompson	beteasley@comcast.net
Raina	Yancey	blackphiladelphiawalkingtour@gmail.com
Sara	Zewde	saraz@studio-zewde.com