



SFO T-3 EAST PUBLIC ART PROJECT OUTLINE

ART OPPORTUNITIES

Three distinct areas have been identified as opportunities for art enrichment locations.

1. A two-dimensional wall opportunity (39' x 10') for a boarding gate area.
2. A two-dimensional wall opportunity (24' x 10') for a boarding gate area.
3. A three-dimensional free standing sculpture to serve as a way-finding icon at the entry of Boarding Area E in Terminal 3.

BUDGET ALLOCATION

The total art allocation from the T-3 east art enrichment budget is \$1,253,240. Deducting funds already allocated for Amy Ellingson's mosaic artwork and construction contingency, the remaining art budget for the SFO T-3 East public art opportunities is \$800,000.

1. The artwork budget for the purchase of a sculpture or to enter into contract with an artist for the sculpture commission is up to \$400,000, which will cover all artwork costs including artist fee, insurance, design consultants, engineering, materials, fabrication, and transportation of artwork.
2. The artwork budget for each of the two two-dimensional opportunities will be between \$150,000 - \$200,000 which will cover all artwork costs including artist fee, insurance, design consultants, engineering, materials, fabrication, and transportation of artwork.

ARTIST SELECTION PROCESS

1. **SCULPTURE:** Galleries and professional, practicing artists residing in the United States are eligible to apply by submitting documentation (image and price) of available sculpture or a portfolio of past work representative of the scale and price of a sculpture to be considered for this artwork opportunity.

After the application deadline the Arts Commission staff and outside arts professional will screen applications to establish a qualified applicant pool. The qualified applicants will be presented to an Artist Qualification Panel consisting of three arts professionals, who will review and score the applications and identify the short list of artworks to be considered for the project opportunity.

After the selection panel (consisting of three arts professionals, an Arts Commissioner, one representative of the SFO Steering Committee) has considered the artwork list and the artists' qualifications, they will score and rank the list in order to identify one artwork or a short list of artists to compete for the project opportunity for recommendation to the SFO Steering Committee and the Arts Commission for approval.

If the panel ranks one to three artists above an artwork, in the top ranked slot these highest ranked artists who score within a competitive range will be invited to develop conceptual proposals after attending an orientation session with the project team and key stakeholders. These finalists will be paid an honorarium of \$2,000 plus travel reimbursement for development of a conceptual design proposal. Any top ranked artists included in this group of finalists who were selected on the basis of an available artwork will be paid an honorarium of \$1,000 for participation in the selection process and panel interview.

The artist selection panel will reconvene (if necessary) to consider the finalists' proposals in an interview format and will select one artist and an alternate for the project for recommendation to the Art Commission.

2. **TWO DIMENSIONAL PROJECTS:** The SFAC staff will utilize the pre-qualification pool to identify the short list of artist to be considered for the 2 2D project opportunities.

The eligible applications will be presented to an Artist Qualification Panel consisting of three arts professionals, who will review and score the applications and identify the short list of artworks to be considered for the project opportunity.

The list of qualified candidates will be presented to a selection panel consisting of three arts professionals, an Arts Commissioner, one representative of the SFO Steering Committee. The panel will identify three finalists who will be invited to develop conceptual site specific proposals after attending an orientation session with the project team and key stakeholders. These finalists will be paid an honorarium of \$1,000 plus travel reimbursement for development of a proposal.

SELECTION TIMELINE (Subject to change)

Date	Project Schedule
September 18, 2013	Project Outline Approval
September 30, 2013	RFQ Issued
October, 2013	Airport Steering Committee approval of project outline
October 28, 2013	RFQ Deadline
1st week of November 2013	Qualification Panels

2nd/3rd week of November, 2013	First Selection Panels
Beginning of December 2013	Artist site visits
Monday, February 03, 2014	Finalist Proposals due
2nd week of February, 2014	Final Artist Selection Panel
Wednesday, February 19, 2014	VAC Approval
February, 2014	Airport Steering Committee Approval
Monday, February 24, 2014	Arts Commission Approval
Beginning of March 2014	Artists under contract

REQUEST FOR APPROVAL

At the September 18, 2013 Visual Arts Committee meeting, staff will request the following: **Motion** to approve the project description, budget allocation, selection approach and timeline as described in the Project Outline for SFO T-3 East Public Art Opportunities.

FURTHER INFORMATION

Contact Justine Topfer, Public Art Project Manager at (415)252-2584 or by email at Justine.topfer@sfgov.org.



**REQUEST FOR QUALIFICATIONS & PROPOSALS (RFQ/RFP)
PUBLIC ART PROJECT OPPORTUNITY
SAN FRANCISCO INTERNATIONAL AIRPORT: TERMINAL 3
BOARDING AREA E, ENTRANCE SCULPTURE**

DATE ISSUED: October 18, 2013

APPLICATION DEADLINE: Monday, January 13, 2014, 11:59 p.m. Pacific Standard Time, (PST)

Applications are available through **SlideRoom (sfgov.slideroom.com)**, an on-line application system for calls for entry. There is no charge to artists for using SlideRoom. Please allow adequate time to upload your materials. Applications will not be accepted after the deadline.

Please note that Arts Commission staff will only be available to answer questions about this call until 5 p.m. (PST) on the deadline date, November 18, 2013.

SlideRoom technical support is available Monday – Saturday by email until 8 p.m. (CST). support@slideroom.com.

ELIGIBILITY

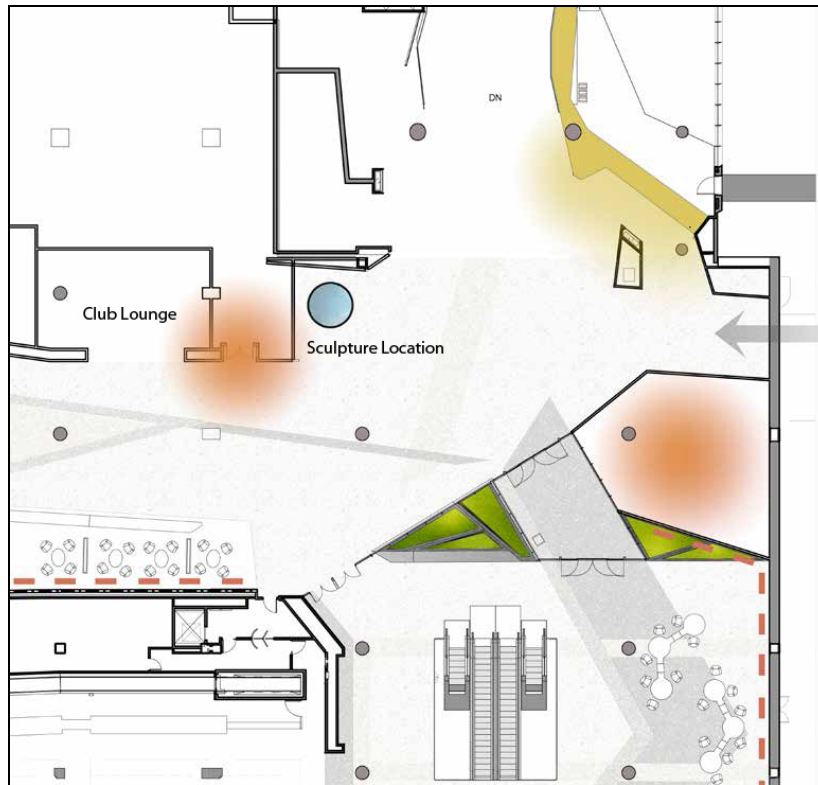
Eligibility is open to professional, practicing artists working in sculpture who reside in the United States, and commercial galleries located in the United States. For galleries submitting an application on behalf of an artist, the artist must reside in the United States. Entries not meeting eligibility guidelines shall be withdrawn from consideration.

HISTORY

San Francisco International Airport's public art program offers travelers and residents a permanent collection of paintings, sculptures, mosaics and environmental works that reflect the Bay Area's vibrant and diverse culture. In all, the collection comprises more than 80 artworks in a wide range of styles and media by artists of local, national, and international acclaim. The works were commissioned in accordance with San Francisco's percent-for-art ordinance that provides an art enrichment allocation equivalent to 2% of the construction cost of a new or renovated civic structure.

PROJECT GOAL

The San Francisco Arts Commission's goal is to purchase or commission a significant, museum caliber sculpture of the highest aesthetic quality. The sculpture will function as a wayfinding piece that will mark the entrance to Boarding Area E in Terminal 3. The sculpture for this site must be made of durable materials suitable to this highly trafficked location.



PROJECT SITE & ARTWORK OPPORTUNITY

The sculpture will be located at the entrance to Boarding Area E in Terminal 3, adjacent to the Club Lounge. The dimensions of the area that the sculpture will inhabit are 13'-0" by 18'-8."

BUDGET ALLOCATION

The artwork budget for this project is up to \$500,000 for purchase or commission of a sculpture. The budget will cover all artwork costs including artist fee, insurance, design consultants, engineering, materials, fabrication, transportation and installation of the artwork.

ARTIST SELECTION PROCESS

Professional, practicing artists residing in the United States are eligible to apply by submitting documentation (image and price) of available sculpture, or a portfolio of past work representative of the scale and price of a sculpture to be considered for this artwork opportunity. Commercial galleries may submit applications on behalf of artists they represent. Please submit one application per artist, using the artist's name on the application (not the name of the gallery or submitter).

Artist Qualification Panel: The applications will be reviewed by an Artist Qualification Panel consisting of representatives from the Arts Commission curatorial staff and an outside arts professional, to identify a list of qualified artists to be considered for the project opportunity.

Artist Selection Panel: This list of qualified artists will be presented to an artist selection panel consisting of two arts professionals, one Arts Commissioner, and one representative of the San Francisco International Airport. After considering the artists' qualifications, the artist selection panel will identify finalists for recommendation to the Arts Commission for approval.

The Qualification and Selection Panels will use the following criteria to evaluate and score the applications:

- The artist's work reflects artistic excellence, innovation and originality as evidenced by professional quality of craftsmanship and mastery of skills and techniques; professional approaches to processes and presentation; and/or communicates a unique vision or perspective.
- The artist's work is judged to be appropriate to the goals of the project; and is judged to strengthen the Airport Collection as a whole.
- The artist's professional experience is adequate to meet the demands of the project. Qualifying activities would include some combination of the following: education and training as an artist, an exhibition record in museums, commercial art galleries, and/or non-profit art spaces, previous public or private commissions; participation in artist-in-residency programs, or other related activities indicative of a professional art practice.
- Assessed ability to meet project deadlines and to perform work in a timely and professional manner.
- The significance of the artist's professional career.

In the instance that the Selection Panel selects an available artwork as the top scored choice, this will be the artwork the Selection Panel will recommend to the Arts Commission for approval and the selection process will be complete.

In the instance that the Selection Panel selects a group or artists to create proposals for a new commission, or a combination of an artist(s) for a new commission, and available artwork(s) as finalists, the selection process will continue as follows:

- The highest scored artists within a competitive range will be invited to develop conceptual proposals after attending an orientation session with the project team. These finalists will be paid an honorarium of \$2,500 for development of a conceptual design proposal.
- If the list of finalists includes an artist/gallery offering an existing artwork, the artist/gallery will be paid an honorarium of \$1,000 for participation in the selection panel and development of a proposal. The proposal will outline the materials and dimensions of the existing sculpture, a transportation and installation plan, and budget. There will not be any additional funds for travel associated with the panel interview.
- The Selection Panel will then reconvene to consider the finalists' proposals in an interview format and will select one artist or available artwork for the project to recommend to the Art Commission.

All Arts Commission meetings and public art selection panel meetings are open to the public and are posted on the Arts Commission website at least 72 hours in advance of the meeting. To check the meeting schedule for public art projects, please go to our website at <http://www.sfartscommission.org/pubartcollection/category/public-meetings/>.

TO APPLY

All application materials must be submitted online via SlideRoom (<https://sfgov.slideroom.com>) by November 18, 11:59 p.m. PST. Applications sent via email or post will not be considered. Application materials include:

- **Resume**

- 10,000 characters maximum.
- If you are applying as a team, please include your team/studio resume. If that is not available, please combine the individual resumes (one right after the other) of each team member into one document.
- **Letter of Interest**
 - 5,000 characters maximum.
 - This should be a high level executive summary of your artistic focus and professional career, especially as your background relates to your qualifications for this project. Do not make a specific proposal for a new commission.
- **Up to 10 images of previous work**
 - SlideRoom accepts jpg, png, and gif files up to 5MB. Images should be at least 72 dpi and no larger than 1500 x 1500 pixels.
 - For team applications please indicate the lead artist for each project.
- **Image descriptions**
 - When you upload your images, SlideRoom will prompt you to fill out image descriptions.
 - Please include the title, medium, dimensions, year, commission budget or sale price, and indicate if the work is available for purchase. You may also include a brief statement (2 sentences maximum) about each work.

There is no application fee to apply or to use the SlideRoom online application system. To view the application, go to <https://sfgov.slideroom.com/> (no "www") and sign up for an account.

PLEASE NOTE

Artist Team Applications must submit one application and are limited to 10 images total. For artists who are currently in the 2013/14 Prequalified Artist Pool, you must apply separately to this opportunity.

FOR SLIDEROOM TECHNICAL ASSISTANCE

Applicants can receive SlideRoom technical support by emailing support@slideroom.com, by calling toll free at (866) 249-7350, or by accessing the online help desk: <http://slideroom.zendesk.com>.

FOR QUESTIONS REGARDING THE RFQ

For questions regarding the SFO Terminal 3, Boarding Area E Entrance Sculpture RFQ/RFP, contact Zoë Taleporos, Public Art Program Associate by email at zoe.taleporos@sfgov.org, or by phone at (415) 252-3215.

SCHEDULE

(Subject to change)

October 18, 2013	RFQ/RFP Issued
January 13, 2014	RFQ/RFP Deadline
Week of January 13, 2014	Artist Qualification Panel
Week of January 20, 2014	Artist Selection Panel
February 2014	Approval of Sculpture or Finalists by the Airport Steering Committee and the San Francisco Airport Commission
February 19, 2014	Approval of Sculpture or Finalists by the Arts Commission *

Late February 2014	Artist Orientation
Late March 2014	Finalists' Proposals Due
Week of 31 March 2014	Final Artist Selection Panel
April 16, 2014	Approval of Sculpture or Artist for New Commission by the Arts Commission
June 2014	Artist under Contract/Artist or Gallery Purchase Order Obtained

*If a sculpture is approved for purchase, the schedule will proceed with obtaining a purchase order and the selection process will be complete.

STAY IN TOUCH

Artists interested in other public art commissions are encouraged to visit the San Francisco Arts Commission's the Public Art Program website www.sfartscommission.org/pubart. Information is updated whenever new opportunities arise.

ADDITIONAL POLICIES

Rights Reserved by the Arts Commission

The City reserves the right to not accept any applications, to not accept any artist recommended by any of the selection panels, to initiate an alternate Selection Process, or to reissue the RFQ/RFP for additional pre-qualified artist candidates.

Proposal Board and Maquette Policy

In the event that you are asked to develop a proposal, the following policy shall apply. The Arts Commission shall:

- At its sole discretion, have the unconditional right to own proposal maquettes or drawings selected for implementation as part of commission awards or may alternatively choose to retain all such maquettes until the project is complete.
- Retain first right of refusal to purchase proposal maquettes and drawings submitted by the artists not selected for implementation.
- Be given credit upon display and/or reproduction of any maquette or proposal commissioned, whether selected for implementation or not.
- Require that all proposals and/or maquettes submitted are original and unique.

Non-Discrimination and Equal Benefits Ordinance

The City and County of San Francisco, in its effort to provide equality of opportunity and equality of benefits, requires that individuals and businesses doing business with the City comply with Sections 12B and 12D of the Administrative Code. This requires that if you are an employer, and if you provide health or other benefits to the spouses of your employees, you must provide equal benefits to the registered domestic partners of your employees. This section also requires demonstration of good faith efforts to hire local disadvantaged business enterprises.

More information on these policies may be found at: <http://www.sf-hrc.org/ftp/uploadedfiles/sfhumanrights/docs/over12b.pdf>

Americans with Disabilities Act

The selected artist(s) will be required to comply with Americans for Disabilities Act (ADA) requirements in addition to related federal, state and locals codes and will be encouraged to develop artwork(s) sensitive to programmatic as well as physical accessibility issues in cooperation with the Arts Commission and disabled communities.

Minimum Compensation Ordinance (MCO)

(This requirement only pertains to artists who have over 20 employees, or artists who may have their artwork fabricated by a company with over 20 employees.) The selected artist(s) will be required to agree to comply fully with and be bound by the provisions of the Minimum Compensation Ordinance (MCO), as set forth in S.F. Administrative Code Chapter 12P. Generally, this Ordinance requires contractors to provide employees covered by the Ordinance who do work funded under the contract with hourly gross compensation and paid and unpaid time off that meet certain minimum requirements. For the contractual requirements of the MCO, see paragraph 42 of the Ordinance. Additional information regarding the MCO is available on the web at: <http://www.sfgsa.org/index.aspx?page=403>.

Health Care Accountability Ordinance (HCAO)

(This requirement only pertains to artists who have over 20 employees, or artists who may have their artwork fabricated by a company with over 20 employees.) The selected artist will be required to agree to comply fully with and be bound by the provisions of the Health Care Accountability Ordinance (HCAO), as set forth in S.F. Administrative Code Chapter 12Q. Artists should consult the San Francisco Administrative Code to determine their compliance obligations under this chapter. Additional information regarding the HCAO is available on the web at www.sfgsa.org/index.aspx?page=407.

Required Forms and Contracts

In addition to the proposal MOU, as part of the City's contracting process, the artist selected and approved by the Arts Commission shall be asked to enter into contract with the City and County of San Francisco for the entire duration of the project. Artist applicants should review the Arts Commission standard template contract which can be found on the Arts Commission website: <http://www.sfartscommission.org/pubartcollection/documents/pa03-sample-artist-contract/>. While some items specific to individual projects such as scope of work, payment schedule and schedule of deliverables may be negotiated, the terms of the contract will not be changed. Depending upon the specific scope of the project, prior to the issuance and throughout the duration of the contract, the artist will also be required to maintain a San Francisco business tax license, go through the Vendor set-up process, fill out specific documents from the Human Rights Commission and will be required to carry various types of insurance, including Automobile Liability, General Liability, Fine Arts, and other insurance as required by the City.

All information contained herein does not constitute either an expressed or implied contract, and these provisions are subject to change.