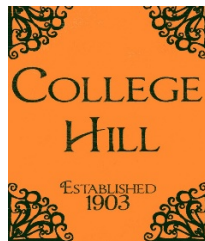




**THE CITY OF OKLAHOMA CITY
STRONG NEIGHBORHOODS INITIATIVE**

**REQUEST FOR INFORMATION:
PUBLIC ART IN COLLEGE HILL/CAPITOL HILL**



Work Scope: Exterior Mural on Aluminum Composite Panels

1. Project Summary

The exterior public artwork sought through this Call to Artists will be a mosaic and/or mural on Aluminum Composite Panels designed for and installed on the side of the building. Attached is a specification sheet on how panels need to be installed. Artists will be required to rely on licensed sign contractors for the installation of the panels. The highlighted wall in Figure 1 is the location for the public art. Dimension of wall is 20 'tall by 40 'wide for a total of 800 square feet. The location of the art may vary based on design and the design may incorporate shapes and not solely be rectangular panels.



Figure 1: Mural Location. Highlighted in red is location for public art. Wall faces east.



Figure 2: Hill Top Clinic (red rectangle); green circle indicates location of mural.

2. Background

The College Hill Neighborhood Association is part of the Strong Neighborhoods Initiative program through the City of Oklahoma City. This mural will enhance neighborhood pride, identity, and neighborhood interaction between generations and cultures. Due to the historic nature of the building at 101 SW 25th St, the mural is required to be in the form of aluminum composite panels that will attach to the building with bolts. Artists will be required to rely on licensed sign contractors for the installation of the panels since licensed sign contractors are bonded and insured for such installation.

3. Budget

The \$15,000 budget will include the artist fee, all labor and materials, insurance, transportation, and tool and equipment expense to design, fabricate, and install the selected work of art. Artist will also be responsible for an identifying art marker at the site. Design review fee and mural permit fee are to be paid by the City.

4. Selection Committee

The Selection Committee will evaluate all Request for Information (RFI) responses and choose up to three finalists for the Project. Finalists will be invited to a Mandatory Site Tour and a Final Jury meeting at which they will present proposals to the Selection Committee.

The Art Selection Committee members will include:

1. Property Owner
2. Capitol Hill Main Street Representative
3. College Hill Neighborhood Representative
4. Arts Commissioner
5. Professional Art Juror

Advisors: Strong Neighborhood Initiative Representative and OKC Arts Representative

5. Request for Information (RFI) Requirements

The deadline for Letter of Interest (LOI) submissions is 12:00 p.m. Monday, November 15, 2021.

RFI Submittals will include:

1. A letter of interest which includes your contact information. This can be done in the body of an email, or as an attachment. (see sample below).
2. Images of three works completed since January 1, 2015. A team of artists that do not normally work as a team may submit 3 images per team member.
3. An image ID sheet (see example). Please email the above to Shannon Entz at shannon.entz@okc.gov. Up to three Finalists will be selected based upon available information.

RFI Selection Criteria

The following four criteria are considered in the first round of the selection process:

1. Artistic excellence, originality, and ability to produce a consistent body of work, as evidenced by representation of past work in images and other supporting materials
2. Experience with projects of a similar scale and scope
3. Appropriateness of artist/curator's approach and style to the project's intent and site
4. Price and current market value of artist(s)' work in relation to the scope and value contemplated for this commission

6. Finalist Requirements

Artists selected as finalists will create a proposal that should be designed in response to the surroundings, including the culture and history of the Capitol Hill area. The neighborhood has requested a colorful composition that identifies with their values and heritage.

Finalists who attend both meetings and present proposals will be paid a fee of \$500 to include all design fees, materials, transportation, and any other costs or fees associated with competing in the final selection phase. These fees are usually processed and paid by SNI within six weeks of the Final Jury and receipt of an invoice from Finalists.

Finalist Submittals will include:

1. Illustrations and/or models of the proposed design
2. A detailed project budget
3. Installation/production details (surface prep, on site equipment, proposed timeline)
4. A maintenance plan with an estimate of costs to maintain the proposed work
5. A one page, one paragraph artist statement about proposed work
6. Statement about any conflicts in schedule for project (refer to Schedule of Events)

Finalist Selection Criteria

1. Availability to work within project time frame and to be apply for and be present in Oklahoma City for any required neighborhood or public meetings
2. Technical knowledge of the artist to address all design review and permitting requirements for the project
3. Good work habits: ability to meet deadlines, experience with budgeting, good communication skills, good problem-solving abilities—as supported by references
4. Important consideration will also be given to: safety, accessibility, durability, maintenance, requirements, permanence of materials, protection against vandalism, and timelessness of the artwork proposed
5. Design must contribute to the architectural and cultural heritage of the neighborhood
6. Design must reflect the local customs, styles or cultural attitudes of neighborhood residents and provide a sense of place
7. Other criteria as may be established by the selection committee.
8. Artist applications will be evaluated to determine whether the artist(s) involved possess the creativity, technical skills, and discipline required for this public art project.

7. Schedule of Events

The following schedule is proposed for this Project. Please note that the City reserves the right, as deemed necessary, at their sole discretion to adjust this schedule and provide written notice to the Artists.

Call to Artists (RFI) announced	Friday, Nov 5, 2021
Letters of Interest due	Monday, November 15, 2021
First Selection Committee meeting.....	Thursday, November 18, 2021
Notification of Selection (up to 3 Finalists).....	Friday, November 19, 2021
Mandatory Site Tour with neighbors	Saturday, December 4, 2021
Final Selection Committee meeting/Final Jury	Wednesday, January 5, 2022
Notification of Selection.....	Friday, January 7, 2022
Arts Commission Approval	Monday, January 24, 2022
City Council Approval	Tuesday, February 15, 2022
Notice to Proceed: Contracting, Fabrication, Installation.....	Approx. March 1, 2022

8. Sketches and Models Policy

All sketches and/or models produced, and materials presented for the selection committee shall become the property of the City of Oklahoma City. The City requires that all proposals sketches and/or models submitted are original and unique to this Call to Artists. All sketches and/or models will be required to be limited in size and weight. Artists may request return of sketches and models at their own cost after final contracting with the awarded artist(s) is complete.

9. Other Submission Information

The City reserves the right to withdraw this Call to Artists at any time and for any or no reason. Receipt of submission entries by The City or selection of an artist for purposes of negotiating a contract confers no rights to any artist nor obligates The City in any manner. The City reserves the right at its sole discretion and for any reason, to reject all submission entries and not award any contract and to solicit additional or different submission entries at a later time. The City incurs no obligation regarding this Call to Artists, or any contract resulting there from, until a contract is fully completed, and documents properly submitted and executed by all parties.

Any submission shall remain a valid entry for twelve (12) months after the submission deadline or until The City executes a contract, whichever is sooner. The City may, in the event the selected artist fails to negotiate a satisfactory contract or fails to perform, and the contract is terminated within forty-five (45) days of its initiation, request the artist submitting the next best entry to honor their submission entry.

Costs of developing a submission entry are solely the responsibility of the artist. The City shall not provide reimbursement for such costs. The City shall not be liable for any artist’s preparation costs for any reason, other than that paid as fee to an artist or artists invited by the Selection Committee to produce sketches and/or models and other conceptual design report information described in this RFI for the selection interview. Submission of an entry shall constitute acceptance of the terms, conditions, criteria, requirements and evaluations set forth in this Call to Artists and operates as an offer and a waiver of all objections and Proposer originated modifications to the contents of this Call to Artists.

All entries properly submitted shall be received and reviewed by The City. The City reserves the right to reject any entry deemed to be non-responsive for failure to comply fully with the terms of the Call to Artists. However, The City reserves the right, at its sole discretion, to request clarifications, corrections or additional information and to waive Irregularities in execution or delivery of the entry provided it is in the best interest of The City.

The City reserves the right to amend this “Call to Artists” at any time no later than five (5) working days prior to the deadline for submission of the entries, unless the amendment is for the purpose of extending the deadline or time for the receipt of this Call to Artists in which case such amendment may be promulgated at any time prior to the previously published deadline or time for Submissions receipt.

This project is funded by the Community Development Block Grant (CDBG) program from the US Department of Housing and Urban Development. Artist shall comply with all federal, state and municipal laws, rules and regulations applicable to the CDBG-funded activity.

10. Selected artist will be required to provide The City with:

1. A certificate of insurance for worker's compensation and liability coverage; or, statement of self-insurance. Insurance must be in place prior to entering location for the purpose of completing the Work and until final acceptance of the Work by the Arts Liaison.
2. General Commercial Liability Insurance with responsible insurance underwriters acceptable to CITY insuring CITY and Artist against all legal liability for injuries to persons caused by Artist's use and occupancy of the premises or otherwise caused by Artist's activities and operations on said premises, with liability limits of not less than those established in the Governmental Tort Claims Act, 51 Oklahoma Statutes § 151 et seq., for accidental and personal injury. Currently, those limits are \$175,000 for a claim for any other loss arising out of a single act, accident, or occurrence; \$25,000 for a loss of property; and \$1,000,000 for any number of claims arising out of any single occurrence or accident. Artist shall furnish CITY and Arts Liaison with a certificate of such insurance which shall provide that CITY is an additional insured under said policy or policies. Such policies cannot be cancelled without a 30-day advance notice to CITY.
3. Completed Vendor Registration Form, W-9 and a DUNS number. A DUNS number can be obtained by registering here: <https://www.dnb.com/duns-number/get-a-duns.html>
4. A release of Artist's rights of attribution and integrity generally conferred by Section 106A(a) of Title 17 of the U.S. Code (The Visual Artists Rights Act of 1990, "VARA"), and any other rights of the same nature granted by other federal, state or foreign laws.

Sample letter of interest:

November 8, 2021

To: City of Oklahoma City's Strong Neighborhoods Initiative

From: (Name of Artist or Artist Team)

RE: Call to Artists for Capitol Hill Public Art

To the Strong Neighborhood Initiative Mural Selection Committee:

I, (Name of Artist) would like to be considered by the Selection Committee for the Capitol Hill Public Art Project. I have read the RFI and I accept the terms stated therein.

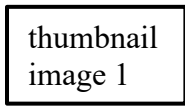
Signed: _____ Date: _____

_____ I have included additional images of my work and a corresponding image ID sheet.

Sample image ID format

Artist name: _____ Artist email: _____ Artist phone: _____

1. Image



Title of Work

Media

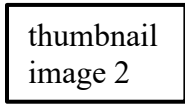
Dimensions (H X W X D in feet and inches)

Date work completed (use only images of completed work)

Location (City, State)

Value or amount of commission

2. Image



Title of Work

Media

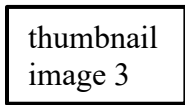
Dimensions (H X W X D in feet and inches)

Date work completed (use only images of completed work)

Location (City, State)

Value or amount of commission

3. Image



Title of Work

Media

Dimensions (H X W X D in feet and inches)

Date work completed (use only images of completed work)

Location (City, State)

Value or amount of commission

INSTRUCTIONS:

Email your response to Shannon Entz at: Shannon.entz@okc.gov on or before Noon on Monday, November 15, 2021.

Working with Aluminum Composite Panels

By Donna Mayne

Art Director of the City of Windsor Art Studio

Since 1998, The City of Windsor Art Studio has highlighted Windsor's heritage and achievements in the form of mural art. To date, we have 40 mural sites that reflect the uniqueness of four different business communities and have provided work experience and exposure to more than 50 local artists.

The substrates used for the murals have varied from site to site. We've applied paint directly to brick, cement block and stucco as well as portable surfaces that include Duraply, Bungee Banner, Dibond and Alucobest.

Dibond and Alucobest are registered trade names for aluminum composite panels that can be ordered from most distributors of sign products. The panels are made up of two thin sheets of aluminum that sandwich a plastic core. Front and back are finished in a hard and shiny coating of paint. The panels can be ordered in a variety of colours. We generally purchase 4' x 8' or 5' x 10' panels in 3mm thickness.

(See links for detailed specs)

Dibond http://www.dibond.com/alcan/acsites.nsf/pages_acde_en/index.htm)

Alucobest <http://www.huayuanfu.com/e/faq.htm>

Painting on portable surfaces has obvious advantages. You can paint indoors year-round and if the installed mural is not site specific, the panels can be removed and relocated if the building is sold or torn down.

Aluminum panels are ideal for murals because, unlike wood, they're not affected by moisture. They don't buckle, swell or delaminate. They are lighter in weight, can be bent to form curves, and can be precisely cut to any shape.

Applications

Detail from *Safe Passage*, shows panels of Alucobest cut, painted and installed on a brick wall.

Artists: Steve Jamieson,
Donna Mayne,
Bernadette Robertson,
Jacqueline Raulin,
Sherrill Tucker and
JoAnne Weston.





Inspired by the Japanese art of origami, these cranes carry a “Harmony Ribbon” across the wall as a symbol of our desire to live in a peaceful and harmonious society. For this mural, we ordered Dibond panels in yellow, red and blue. The green is a vinyl coating we applied.

Detail from *Peace Cranes* by:
Donna Mayne, Paul Mazak,
Andrea Milne and Naushad Shaikh

Procedures

1. The panels arrive with a plastic film that needs to be removed. Below are photos of artists working with both black and white Dibond.



2. The panels are lightly sanded with 100-grit sandpaper - just enough to dull the sheen and provide a tooth for the primer. Avoid over-sanding, as this will expose the bare aluminum.
3. Remove all the dust with a damp cloth then prime with a good quality metal primer. We use Zinsser Bulls Eye 123 primer.

If desired, you can also draw on the plastic film, cut and peel away only the areas of the panels you want to paint. The film acts as a perfect masking material. However, if you’re working with acrylic paints, exposed areas should still be gently sanded and primed first to ensure proper paint adhesion.



Inspired by hood ornaments from around the world, this detail of *Carousel* was spot primed and painted on black Dibond.

Artists:

Terry Baker, Paul Foley, Donna Mayne and Ryan Pearson

4. Panels can be cut with a jigsaw or table saw using metal blades. Eye protection is a must as the fine metal shaving pose obvious hazards.
5. The newly cut edges are very sharp and should be rasped or sanded to make handling safer.



6. After the painting is complete, a clear coat is applied. No need to worry about this material “breathing.” We send our panels to a local auto-body shop and have them professionally cleared. The result is a beautiful car-like finish that can be easily washed and has the added protection of UV filters.

Installation

Installation varies according to the surface to which the panels are mounted. It is recommended that an architectural engineer be consulted. For simple installs on brick, we generally use 1 ½ inch stainless steel flathead screws with nylon Mungo plugs. We pre-drill holes in the panels and brick, tap in the plugs and then drive in the screws. The screw heads can also be primed and painted to match the mural. The screws are placed at 16” intervals around the perimeter and 32” intervals in the middle of each panel.



***The Windsor Star/
20th Century Chronicles***
Was painted on 41 panels of Dibond. Cutting the panels helped create the trompe l'oeil effect of the architectural motifs. This mural was installed directly on the walls.
Depicted, is the history of the Windsor Star on the left and its coverage of our community on the right.

Artists: Terence Baker,
Lorraine Eadie, Paul Foley,
Cheryl Golden,
Melissa Kaiser,
Donna Mayne,
Lynda Moffatt,
JoAnne Weston

Uneven walls will prevent the panels from lying flat and tight together. If the walls are too rough to work with, we create a framework of 16” centred steel or wooden studs that are secured to the wall by specially engineered brackets, epoxy and steel rods. The mural is then secured to the frame using appropriate stainless steel screws or rivets.



Canadian History Made in Windsor was painted on a combination of Dibond and Alucobest.
Artists: Ray Baillargeon, Vaughn Beneteau, Steve Jamieson, Donna Mayne, Justin Miller,
Chantal Quinn, Jacqueline Raulin, Irene Way and JoAnne Weston

This *Employment Ontario* project is funded by the Ontario Government in partnership with the City of Windsor and various local Business Improvement Associations.