



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

**REQUEST FOR INFORMATION:  
PUBLIC ART IN METRO PARK**



Work Scope: 3D Sculpture in Metro Park

## 1. Project Summary

The exterior public artwork sought through this Call to Artists will be one (1) 3D art sculpture designed for and installed in the Metro Park Neighborhood. The location will be in the median along Linwood Boulevard between Brauer Avenue and Douglas Avenue. The blue highlighted area in Figure 1 is the median. Artists may propose where to locate the art, preferably within the eastern half of the median. Dimension of the art may vary based on location and design.

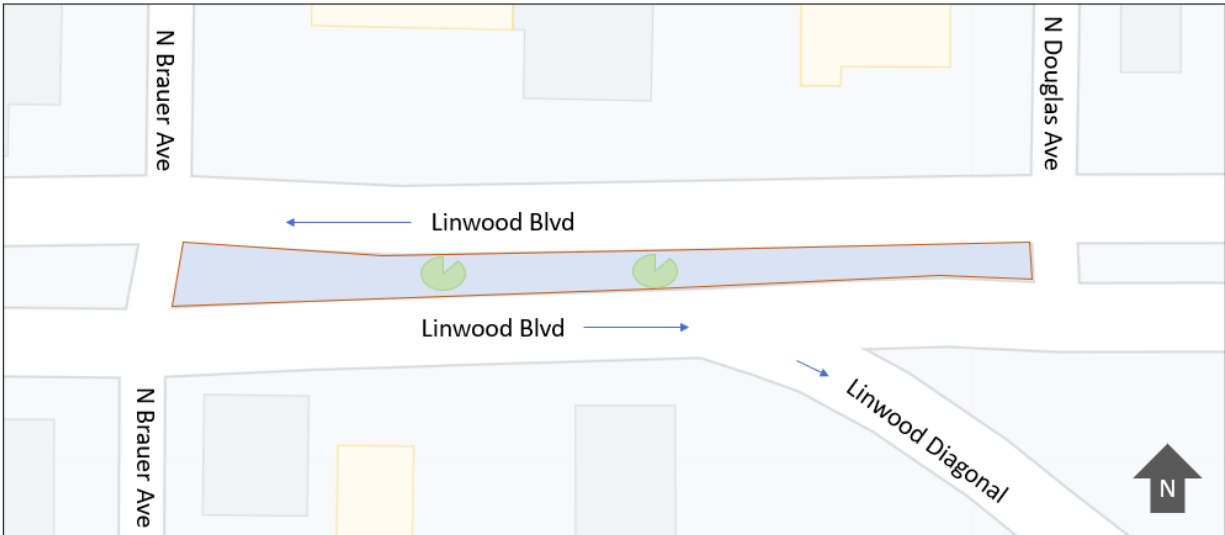


Figure 1: The median is highlighted in blue. There are two existing trees, indicated in green.



Figure 2: West-facing street view along Linwood Boulevard.

## **2. Project Description**

The Metro Park Neighborhood Association is part of the Strong Neighborhoods Initiative program through the City of Oklahoma City and are requesting a sculpture park on Linwood Boulevard in the median. The long-term goal is to erect up to 10 sculptures that will range from Virginia to Klein. Each piece will be placed on a concrete pad, with specifications to support long term structural stability. Metro Park Neighborhood Association has adopted Linwood Boulevard and the triangle at Western Ave and Linwood Diagonal from the City of OKC. The triangle is the gateway to the future “Art Thoroughfare” and will be the bolster and birthplace of the upcoming project.

The major issue that this art project will address is the abandoned streetscape of a once bustling and vibrant boulevard. The neighborhood hopes that with the beautiful artwork on the boulevard, maybe some restaurants, retail establishments, or other businesses will be attracted to the area. These sculptures will add even more points of pride and things to love and care of as a community.

## **3. Budget**

The \$10,000 budget will include the artist fee, any permit fees, all labor and materials, insurance, transportation, and tools and equipment expense to design, engineer, fabricate, and install the selected work of art. The artist will also be responsible for providing an art marker for the work.

## **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. Metro Park Neighborhood Leader
2. Metro Park Rep 2
3. Ironworks/South of Linwood
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](mailto: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**

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 within six weeks of the Final Jury.

### **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.

<b>Call to Artists (RFI) announced .....</b>	<b>Friday, Nov 5, 2021</b>
<b>Letters of Interest due .....</b>	<b>Monday, November 15, 2021</b>
<b>First Selection Committee meeting.....</b>	<b>Thursday, November 18, 2021</b>
<b>Notification of Selection (up to 3 Finalists).....</b>	<b>Friday, November 19, 2021</b>
<b>Mandatory Site Tour with neighbors .....</b>	<b>Saturday, December 4, 2021</b>
<b>Final Selection Committee meeting/Final Jury .....</b>	<b>Wednesday, January 5, 2022</b>
<b>Notification of Selection.....</b>	<b>Friday, January 7, 2022</b>
<b>Arts Commission Approval .....</b>	<b>Monday, January 24, 2022</b>
<b>City Council Approval .....</b>	<b>Tuesday, February 15, 2022</b>
<b>Notice to Proceed: Contracting, Fabrication, Installation.....</b>	<b>Approx. March 1, 2022</b>
<b>Installation and Final Inspection .....</b>	<b>Friday, June 17, 2022</b>

### **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 Metro Park Public Art

To the Arts Liaison:

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

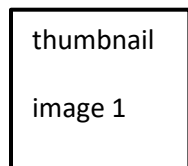
I do or do not have an additional team member not in the pool. Indicate if apprentice.

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

**Example of image ID sheet**

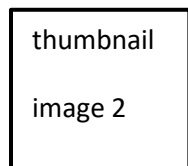
Artist name: \_\_\_\_\_ Artist email: \_\_\_\_\_ Artist phone: \_\_\_\_\_

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](mailto:Shannon.entz@okc.gov) on or before 12pm on Friday, November 12, 2021.