
Call for Artists - RFQ + RFP
Five Mile Creek Pathway Trailhub Public Art Project



TOTAL PROJECT BUDGET:

Up to \$50,000 has been approved for the Five Mile Creek Pathway Trailhub public art project.

REQUEST FOR QUALIFICATION APPLICATION DEADLINE:

June 3, 2022

CONTACT:

Questions, via e-mail:

Cassandra Schiffler, Arts and Culture Coordinator
mac@meridiancity.org

Mail or deliver applications to:

Meridian Arts Commission
Attn: Cassandra Schiffler, Arts and Culture Coordinator
33 E. Broadway Avenue
Meridian, Idaho 83462

PROJECT DESCRIPTION:

The Meridian Arts Commission (MAC) and Meridian Parks and Recreation request artists or artist teams to submit qualifications for the design, fabrication, and installation of a public artwork at the Five Mile Creek Pathway Trailhub at 3430 N. Ten Mile Road. Up to four qualified finalists will be selected to develop and submit public art proposals and will receive \$1,000 for their initial design proposals. The artist or artist team with the final selected proposal will be awarded a contract (or contracts) of up to \$50,000. The artist or artist team will be responsible for artist fees, insurance, engineering, fabrication, and installation, and any site preparation and restoration, permitting, travel, meeting with City of Meridian staff as necessary, contingencies, and all related incidental expenses.

Possibilities for Public Art include, but are not limited to: Free standing sculpture, kinetic sculpture, functional or interactive artwork, archway, or other visual artwork that is highly visible to facility users, passersby, and motorists on the busy Ten Mile Road.

ELIGIBILITY:

Artists who are 18 years or older are eligible to respond. This project is open to applicants regardless of race, gender, gender identity, sexual orientation, religion, nationality, or disability. Teams of artists, designers, and/or engineers are welcome to apply. Treasure Valley and Northwest area artists are encouraged to apply. Incomplete, ineligible, or late submissions will be deemed ineligible and will not be considered.

ANTICIPATED PROJECT SCHEDULE:*

April 25, 2022	Call to Artists (RFQ/RFP) issued
June 3, 2022 5:00 p.m.	Application Deadline for RFQ
June 10, 2022	Selection Panel evaluates RFQ responses, selects finalists
Late June, 2022	Finalists notified, invited to respond to RFP
July 2022	Optional Pre-proposal onsite meeting, not mandatory
July 2022	Due date for W-9 and finalists’ signed agreements with City to develop finalists’ project proposals
September 30, 5:00 p.m.	Deadline for submission of finalists’ project proposals
October 2022	Selection Panel, artist presentations, preliminary evaluations, and recommendations
November 2022	Selection Panel final evaluations, recommendations on proposals
December 2022	Meridian Arts Commission and City Council approvals
December 2022	Artists notified of decision
January 20 2023	Due Date for selected artist’s signed agreement with City
January 2023 – June 2023	Fabrication
June 2023	Installation

*Schedule and timeline are subject to change.

PROJECT LOCATION:

The Five Mile Creek Pathway Trailhub is new trailhead facility located at 3430 N. Ten Mile Road (north of Ustick Rd, across from the City wastewater treatment plant). The recently completed Trailhub will serve as the first ever gateway to the Five Mile Pathway, one of the City’s priority pedestrian routes. The 1.5-acre park/trailhead facility offers vehicle parking, drinking water, seating and gathering space, and both traditional and low-water landscaping. A public restroom and site furnishings, including bike parking and repair facilities, will be added in spring 2022. Possibilities for art placement include the plaza/gathering space between the columnar basalt benches, and in or around the planter area(s) north of the parking lot entry. The attached site plan illustrates possible locations and dimensions. Alternate siting may be proposed as long as the art is located within the Trailhub boundary, is highly visible, and remains clear of existing irrigation easements (noted on the site plan).

The Five Mile Pathway is Meridian’s longest multi-use bike and pedestrian route, with almost 5 miles of connected pathway. The pathway provides connection, recreation, and transportation for the City. Citizens walk, bike, run, and exercise on the path. For the most part, the pathway runs near the Five Mile Creek.

Prior to the 1890s, Five Mile Creek was one of three waterways that fed into the Boise River from the south. As settlers moved in and built irrigation canals to support farms and communities, the Creek could no longer handle the increased surface water, and was engineered to function as a drain for the local irrigation district. Five Mile Creek currently returns water to the Boise River and serves as habitat to birds (including ducks, redwing blackbirds, and others) and the occasional

small mammal (muskrats, for instance). Near the Trailhub is Reta Huskey Park, a City park in a suburban neighborhood.

DESIRED OUTCOMES

The public art project should create and/or enhance the overall Five Mile Creek Pathway Trailhub identity. The objective of the project is to create a theming element, or elements, that give the Trailhub a true identity and sense of place and address the characteristics of the site as a Trailhub and gateway to the Five Mile Pathway, running along Five Mile Creek. The desired public artwork should function as a visible and memorable landmark for the site.

Key themes and visual elements for the artwork may include, but are not limited to:

- Waterway or creek imagery, especially historic, functional, and recreational uses
- Bike parts or trailhub parts such as cogs, wheels, or cycles
- Pedestrian movement themes that evoke momentum, motivation, and activation
- Gateway themes: passages, starting points, jumping-off place, beginnings, origins
- Other ideas relating to the history and context described in this RFP

Artists are encouraged to submit functional or interactive pieces. Artists are encouraged to submit works that are highly visible to users, passersby, and motorists on the busy Ten Mile Road.

The artwork must be safe appropriate for the project site, and its design, regardless of material or medium. The artwork must conform to all applicable City ordinances and policies, including building and sign codes.

APPLICATION INSTRUCTIONS:

- 1. Application for Request for Qualifications (RFQ).** To be considered for this project, eligible artists or artist teams must submit the following materials, and materials must be received by the Arts and Culture Coordinator via email at mac@meridiancity.org as a single merged PDF file, or mailed, or delivered to 33 E. Broadway Avenue, Meridian, Idaho 83462 by **5:00 p.m. on June 3, 2022 at 5:00pm:**
 - a. One- to two-page letter of interest including: current contact information, reasons for interest in creating artwork for the Five Mile Creek Pathway Trailhub, and a summary of the artist's or team's experience with similar projects;
 - b. List of 3 references with contact information;
 - c. Biography or resume highlighting past experience, no more than two pages in length;
 - d. Up to 10 digital images (high resolution, no larger than 1 MB each), representative of the artist's past projects and artwork. If submitted by mail or delivered, artworks should be saved on CD or thumb drive. If submitted via email, artworks should be formatted to fill a full page of the single merged PDF; and
 - e. Image list including titles, dimensions, media, dates, and budgets of past projects and artwork.
- 2. Application for Request for Proposals (RFP) (open to selected finalists only).** The selected finalists will be invited to prepare proposals in response to this RFP. A stipend of \$1,000 for preparation of the proposal will be available to each finalist upon execution of a written agreement with the City and submission of a completed W-9 form. To respond to the RFP, finalists must submit all of the following materials to MAC by 5:00 p.m. on September 30, 2022:

- a. One- to two-page narrative describing the artwork and how it meets the project’s desired outcomes;
- b. Budget with line items for things such as: artist fees, materials, insurance, engineering, fabrication, installation, any site preparation and restoration, permitting, travel, contingencies, and all related incidental expenses;
- c. Any drawings, mock-ups, or photographs of the proposed conceptual designs;
- d. Details of materials to be used, dimensions, anticipated maintenance, and any other significant information; and
- e. three-dimensional maquette in a suitable for selection panel viewing.

Materials submitted will not be returned; do NOT submit original artwork. The City of Meridian is a public agency; any information submitted is subject to release to the public as required by Idaho Public Records Law. Submitted materials must be physically received by the Arts and Culture Coordinator, at the address above, by 5:00 p.m., on specified deadlines. Responses that are postmarked or en route, but not received, by specified deadlines will be considered late and will not be considered. Artists will receive all notifications by letter sent via email.

SELECTION PANEL: The selection panel may include project stakeholders representing the Meridian Parks and Recreation Department, the Meridian Arts Commission, Meridian City Elected Officials and staff, the neighboring residential and business communities, as well as arts professionals.

SELECTION PROCESS:

RFQ Finalists selected. In June 2022, the Selection Panel will convene and evaluate all responses to the RFQ. Following evaluation, the Selection Panel may select up to four finalists, or may re-open the RFQ. Selection criteria will include:

- a. Adherence to the RFQ (10 points)
- b. Artistic quality, craftsmanship, and level of professionalism of artwork represented in images (30 points)
- c. Appropriateness of experience/expertise with similar public art project sites (30 points)
- d. Professionalism and artistic experience represented in resume or bio (30 points)

If selected as one of the finalists, the artist or team will be asked to submit a proposal.

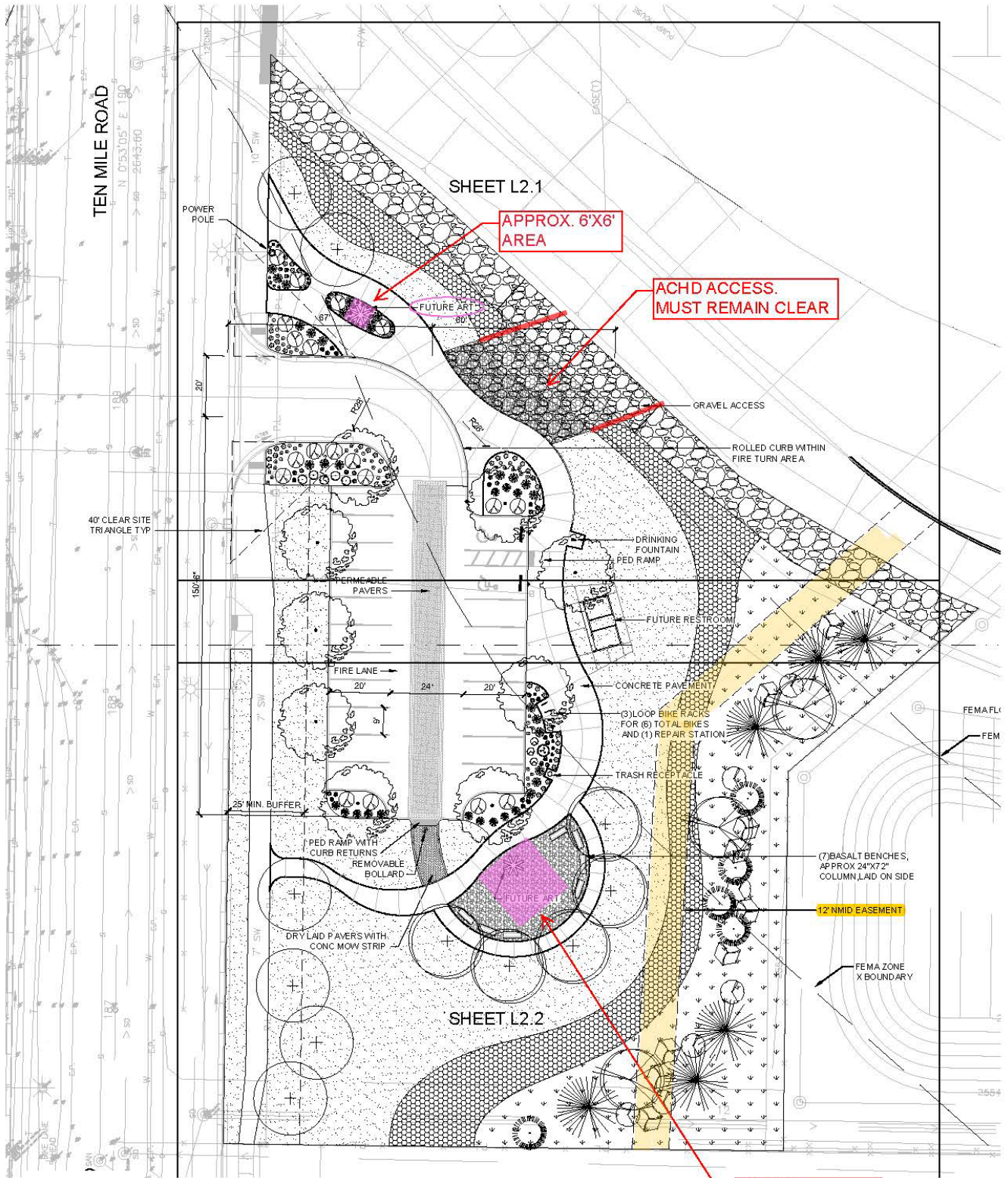
Preliminary evaluation of proposals. In October 2022, the Selection Panel will convene to conduct a preliminary evaluation of the finalists’ proposals to the RFP. Finalists will present their proposals to the panel. Following this evaluation, the Selection Panel will make recommendations to select or improve projects, make recommendations for alterations to projects for final evaluation, or may recommend that the RFQ or RFP be reopened. Preliminary evaluation criteria will include:

- f. Adherence to the RFP (5 points)
- g. Professionalism of work proposed (10 points)
- h. Timeline and cost (10 points)
- i. Appropriateness and safety of proposed artwork for project site (5 points)
- j. Artwork’s ability to address the context of its site location and placement (20 points)
- k. Artwork’s ability to address the context of the Five Mile Creek, Five Mile Pathway, and/or the Trailhub (20 points)
- l. Artwork’s level of visibility and positive memorable impact (10 points)

- m. Consistency with Meridian’s history, character, community values, City policies, and Meridian’s vision of being the West’s premier community in which to live, work and raise a family (10 points)
- n. Presentations (10 points)

Final evaluation of proposals; artist or artist team selected. In November 2022, the Selection Panel will convene to make its final evaluation of all responses to the RFP. Following evaluation, the Selection Panel may recommend selection of one proposal, or that the RFQ or RFP be reopened. Evaluation criteria will include the criteria set forth above. The Selection Panel will forward its recommendation to MAC for consideration on December 8, 2022. MAC may accept or modify such recommendation and forward its recommendation to Meridian City Council. Meridian City Council will consider such recommendation in making the final decision.

Selected proposal installed. Following selection, the selected Artist will fabricate and install the artwork, in accordance with a written agreement with the City, and with the project’s final budget and timeline. A budgeted amount of \$50,000 is currently available for the selected artist’s commission, which amount includes the cost of artist fees, insurance, engineering, fabrication, and installation, any site preparation and restoration, permitting, travel, meeting with City of Meridian staff as necessary, contingencies, and all related incidental expenses.



SHEET L2.1

SHEET L2.2

APPROX. 6'X6' AREA

ACHD ACCESS. MUST REMAIN CLEAR

AREA OF SQUARE = 20'X20'

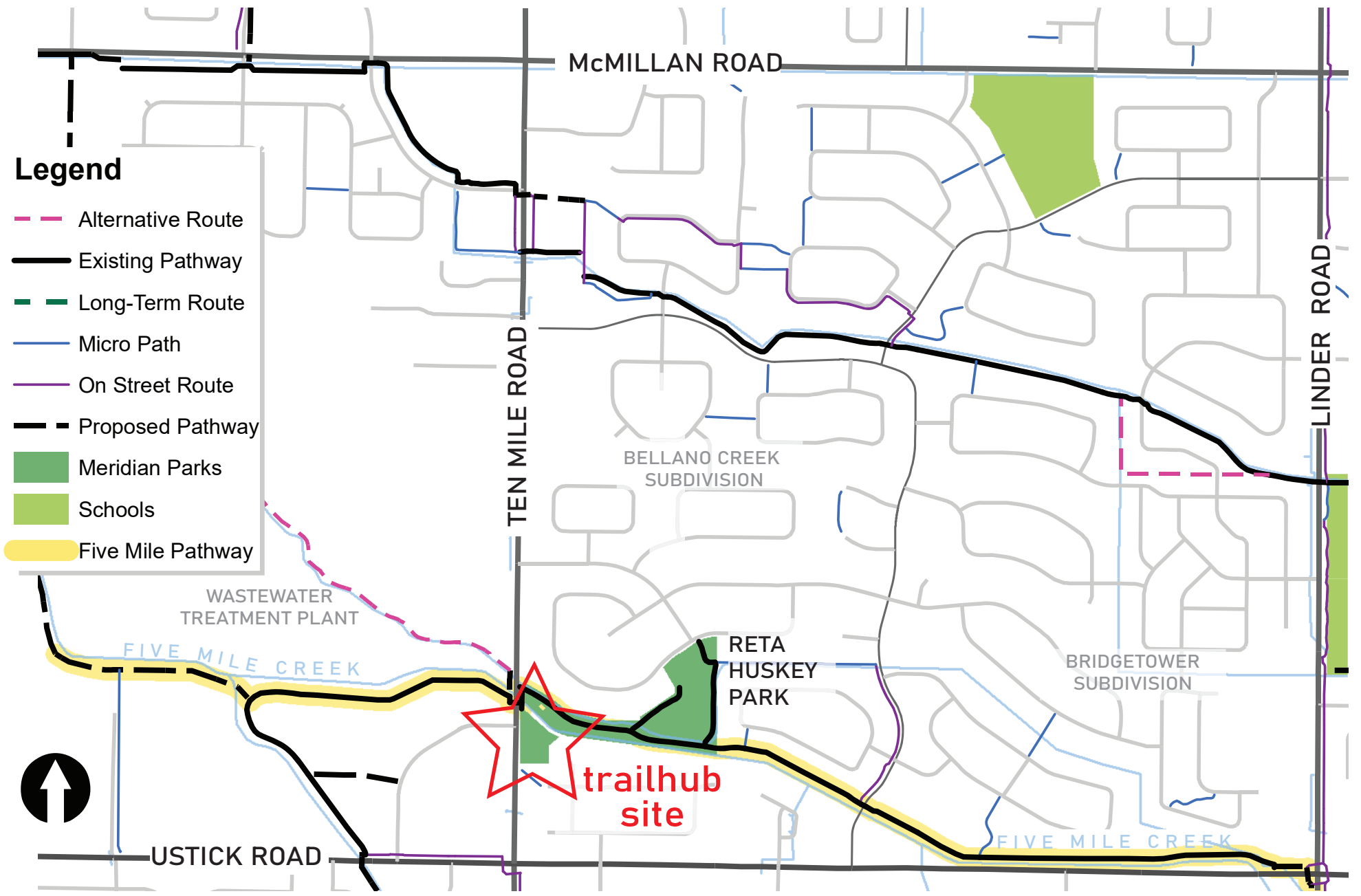


NORTH



FIVE MILE CREEK TRAILHUB AT TEN MILE ROAD

NOTE: This plan illustrates possible Art locations, with approximate spatial dimensions. Alternate siting may be proposed as long as the art is located within the Trailhub boundary and meets other RFQ requirements for sculptural pieces or functional art.



CONTEXT MAP Ten Mile Trailhub at Five Mile Creek