

CALL FOR ARTIST FOR MUSIC CITY CENTER

RFP #106-2023



BEFORE WE BEGIN...

- Please Sign – In
- Are you in the right meeting?
- Questions – WRITTEN RESPONSES PREVAIL

AGENDA

- I. Welcome/Introductions
- II. RFP Overview and Highlights
- III. Important Dates
- IV. Submission Requirements
- V. Q & A Session
- VI. Tour

INTRODUCTIONS

Jasmine Quattlebaum
Director of Purchasing/DBE

Elisa Putman
Senior Vice President/Chief Operating Officer

Melaneice Gibbs
Purchasing/DBE Coordinator

Heidi Runion
Director of Finance & Administration

Heather Jenson
Director of Communications

RFP OVERVIEW AND HIGHLIGHTS

PURPOSE:

The Authority is looking to seek offers from qualified artists or a team of professional artists who are located within 100 miles from Nashville/Davidson County AND reside within the state of Tennessee who can create a site-specific, original art piece to commemorate the 10-year anniversary of the Music City Center.

RFP OVERVIEW AND HIGHLIGHTS

ART BUDGET:

The art budget for this project is a maximum of \$25,000. The budget fully includes artists' design fees, travel costs, permits, insurance, taxes, fabrication, materials, transportation, and installation of the artwork on site. This budget also includes any additional site prep and clear coat when finished.

RFP OVERVIEW AND HIGHLIGHTS

ART GOALS:

- Commemorate 10 years of success
- Complement the architecture and the surrounding art of the building
- Engage visitors of all backgrounds
- Appeal to the citizens of Nashville
- Reflect the characteristics and culture of Nashville

RFP OVERVIEW AND HIGHLIGHTS

ART GOALS:

- Contribute to an established world-renowned collection
- Complement the principles of the Music City Centers sustainability practices
- Minimal Maintenance
- **Installation completed December 22, 2023**

RFP OVERVIEW AND HIGHLIGHTS

LOCATION:

There is one art location proposed for the interior of the Music City Center. This two-dimensional artwork can be composed of various media, including light, mosaic, new media, painting, work of paper including photography.

The artwork must be of appropriate size, scale, and must complement the use of the building. The artwork must not impede the flow of traffic or otherwise detract from the building's commercial purpose.

Prominence of Location
&
Importance of 10 Year Art
Elisa Putman

Please Take Note:

- Art piece must be fully created/constructed off-site.
- Maximum depth of the Art piece must be 4" off the wall.
- Art piece will be durable enough to withstand exposure to considerable movement of people and equipment.
- Exposure to the elements and general wear and tear will not cause the art piece to fall below an acceptable standard of public display.
- Shall take reasonable measures to protect or preserve the integrity of the artwork, including, but not limited to, applying protective or anti-graffiti coatings.
- Materials used are not currently known to be harmful to public health and safety
- Contractor must provide all necessary installation hardware and/or materials.
- MCC will provide access to lifts or ladders if needed.

Please Take Note (cont.)

- Installation date and time must be scheduled with the Director of Purchasing/DBE or designee.
- After Installation, the Contractor shall provide the Authority the following:
 - Photographic documentation of the artwork, including a set of three digital, JPG or TIFF files, 300 dpi, of photographs of the artwork, provided on a CD/USB;
 - A written narrative description of the artwork.
 - A maintenance manual with a description of all materials, products and fabrication methods used in the Artwork and the required care and upkeep involved, including, without limitation:
 - product data sheets for any material or finish used.
 - the names and contact information of relevant manufacturers and,
 - to the extent the artwork incorporates products covered by a manufacturer's warranty

COMMITMENT TO DIVERSITY

- It is the policy of the Authority to assist minority, women, small, and service-disabled veteran-owned business enterprises wanting to do business with the Authority.
- Encouraged to maximize the usage of minority, women, small, and service-disabled veteran-owned businesses with respect to this scope.

EVALUATION CRITERIA

- **Approach to Scope (Art Concept)**

Total points available for this criterion are 55 points

Submit proposed artwork concept for the art location

- **Include conceptual design drawings, sketches and/or maquettes sufficient to communicate the artist concept.**
- **Describe the specifications for the artwork, should include:**
 - **Materials**
 - **Size**
 - **Weight**
 - **Provide a timeline/schedule**
 - **Provide all installation requirements**
 - **Maintenance Plan/Guidelines**

EVALUATION CRITERIA

- **Qualifications**

Total points available for this criterion are 40 points.

Submit up to ten (10) digital images of recent work according to the instructions below:

- **Submit only high quality JPEGs on USB drive with 800 x 600 pixels maximum width and height respectively.**
- **Use file extension 'jpg'**
- **Each file should be titled with artist's last name and number corresponding to number on image list, with "0" in front of single digit numbers (e.g. jones_01.jpg, jones_02.jpg, etc.)**
- **Insert drive into a sealed envelope labels with the artist's name, contact information, and number of images.**
- **Do not embed images into a PowerPoint**
- **Only one image per jpg. Do not submit mosaics of images. More than one image per jpg file will not be seen adequately.**
- **If applicable, please include image(s) of artwork currently displayed in the Music City Center.**

EVALUATION CRITERIA

Qualifications (Continued)

Total points available for this criterion are 40 points.

Printed, single-sided annotated image list, including:

- **Artist(s) name**
- **Title of artwork or project**
- **Date of artwork or project completion**
- **Mediums(s)**
- **Dimensions (HxWxD)**
- **Locations, if permanently sited**
- **Project description**
- **Project budget**
- **Timeframe from project award to complete installation**
- **Client**

EVALUATION CRITERIA

- **Cost Criteria**

Total points available for this criterion are 5 points.

Please submit the cost of the proposed concept. Cost should be all inclusive and include all materials, supplies, travel, and installation.

- **Sustainability**

Provide information on your company's sustainability practices and how these practices could positively impact this contract.

- *Please note this is not a requirement regarding the art concept.*

SUBMISSION REQUIREMENTS

- All submittals must be received by deadline - NO EXCEPTIONS.
- Hand Delivery Option: Administrative Offices
600 Koreans Veterans Blvd
- UPS or FedEx Option: Music City Center House Docks
700 Koreans Veterans Blvd

SUBMISSION REQUIREMENTS

- Read V F. Response Format, Requirements and Evaluation Criteria thoroughly
- Email submissions will not be accepted
- Include required amount of copies (5) and (1) electronic copy (i.e. USB drive)
- Bind proposals (i.e. 3 prong folder, 3 ring binder, spiral binding, etc.)
- Organize and label tabs using dividers in order listed in RFP

IMPORTANT RFP DATES

RFP Questions and Inquiries Due	July 31, 2023
Responses to Inquiries	August 8, 2023
RFP Submissions Due	August 31, 2023 @3pm <u>*No Exceptions*</u>

QUESTIONS?

- **REMINDER:** Questions must be submitted in writing in order to receive an official response.
- Written responses to questions will be issue by RFP amendment and posted to Music City Center website:

<http://www.nashvillemusiccitycenter.com/business-opportunities>