

BRISBANE

Firth Park Public Art Project

RELEASE DATE: TBD

**CALL FOR ARTISTS/REQUEST
FOR QUALIFICATIONS**



The City of Brisbane, CA is seeking qualified artists, individuals, or teams (hereinafter referred to as ARTIST) with demonstrated experience in developing public art for functional spaces. Artists are invited to submit their qualifications outlining their experience in performing work directly related to the services required.

Artist selection will be made based on a combination of experience, qualifications, availability, and capacity to perform the scope of services.

Please submit your statement of qualifications using the format specified in this Request For Qualifications (RFQ). **QUALIFICATIONS MUST BE RECEIVED BY DATE, NO LATER THAN 12:00PM.** Those received after the specified time and date will not be considered. Responses may be submitted one of the following ways:

Preferred:

1. Electronically via PDF to nleek@brisbaneca.org AND jbondoc@ci.brisbane.ca.us.
Note: An email will be sent to confirm receipt.

Accepted:

2. Mailed to:
ATTN: Noreen Leek
Parks & Recreation Director
City of Brisbane
50 Park Place
Brisbane, CA 94005
If mailed, it must be received by the City by no later than 12:00 p.m. on DATE.
3. Dropped off in person to the Parks & Recreation Department on the second floor of Brisbane City Hall, 50 Park Place, Brisbane, CA 94005 during business hours. The deadline to drop off in person is 12:00 p.m. on DATE.

Questions regarding the information contained in the RFQ document must be submitted in writing by e-mail to: nleek@brisbaneca.org. All questions must be received by DATE. Questions will be responded to in writing. Written summaries of all questions and answers will be recorded and will be shared with all prospective Artists. Anonymity of the source of specific questions will be maintained in the responses and a clarification addendum will be issued, if necessary. Verbal inquiries are discouraged and the intent behind this requirement is to ensure that all prospective Artists have the same information available to them and no inconsistent, incomplete, or misinformation is communicated to any party.

Noreen Leek
Parks & Recreation Director
(415) 508-2141
nleek@brisbaneca.org

INTRODUCTION

The City of Brisbane is seeking qualifications from experienced artists for a public art installation that will enhance an existing park. The selected Artist(s) will work collaboratively with the City's Public Art Advisory Committee and City staff to finalize a vision for public art in this location.

BACKGROUND

The City of Brisbane is a small City in San Mateo County, approximately 20.1 square miles, nestled into the lower slopes of San Bruno Mountain. The city is located immediately south of San Francisco and is bordered to the east by the San Francisco Bay. The City of Brisbane was incorporated on November 27, 1961. Brisbane is known as "The City of Stars" due to a holiday tradition dating back to 1939. Residents and businesses adorn their homes and buildings with illuminated stars in early Winter delighting passersby.

In 2014, the City of Brisbane adopted a Public Arts Ordinance to increase citizens' appreciation of art, to improve quality of life, and to enhance Brisbane's identity as a unique community within the greater Bay Area. Additionally, public art should stimulate creativity, imagination, induce creative conflict, and add a unique human quality to the environment and enrich public spaces. A city rich in art becomes an outdoor cultural museum accessible to everyone.

As outlined in the City's Art in Public Places Ordinance, public art has the power to energize our public spaces, arouse our thinking, and transform the places where we live, work, and play into more welcoming and beautiful environments that invite interaction. By its presence alone, public art can heighten our awareness, question our assumptions, transform a landscape, or express community values, and for these reasons it can have the power, over time, to transform a city's image. Public art helps define a community's identity and reveal its unique character.

The Brisbane Public Art Advisory Committee is the City Committee responsible for ensuring all public art projects in the City of Brisbane meet the program criteria and guidelines for selection of an artist or artist team, artwork, and artwork location established in the Public Arts Implementation Guidelines. In 2025, the City of Brisbane (with support from NINEdotARTS) adopted its first ever Public Art Master Plan, intended to integrate public art into the fabric of the city and thereby promote beauty, creativity, and community engagement. The master plan provides long-term guidance and direction to the City of Brisbane on the planning and processes necessary to administer and maintain a successful public art program.

[Link to Public Art Master Plan](#)



PROJECT SCOPE & DESCRIPTION

The Public Art Advisory Committee, in collaboration with the Brisbane City Council, seeks to commission signature works of art to complement its existing collection at Firth Park located at 201 Glen Park Way, Brisbane, CA 94005. The Park already houses two art pieces designed by Jim Miller-Melberg which were recently restored but have been onsite since the 1970's. Images of existing art on location can be viewed in Enclosure A. This site offers several opportunities to integrate artwork into the landscape. The Public Art Advisory Committee seeks qualifications from artists working in a variety of media and artistic approaches, who will be responsible for the design and implementation of the artwork. Examples of opportunities for artwork integration on the site include (but are not limited to) the following: artwork on the existing staircase, reconstruction of the park's marquee sign, a decorative barrier between the park and the adjacent roadway, benches, sculptures, etc.

“The mission for public art in the City of Brisbane is to support community identity, unity, and pride through diverse artwork that grabs attention and distinguishes a unique sense of place.”

BUDGET

The budget for this project is not to exceed \$300,000, which will be allocated to the artist selected.

Please note: the Public Art Advisory Committee may choose to recommend dividing the budget between multiple successful applicants or awarding project contracts to multiple artists.

SUBMISSION REQUIREMENTS

To be deemed responsive, each statement of qualifications must include the following information in the format indicated. Note: incomplete submittals may be rejected.

1. **Letter of Interest** - (500-word limit) – Describe why you are interested in this opportunity, highlight any relevant experience, and describe your artistic approach.
2. **Resume** - not to exceed two (2) pages listing professional artistic accomplishments, qualifications, contact information, education or other relevant information.
3. **Images of Original Representative Work** - Ten (10) digital images of previously created artwork in .jpg or .pdf format.
4. **Professional References** - Include three professional references who can be contacted only if you, or your team, are selected.

SELECTION PROCESS

Pursuant to Sections 4525-4529 of the Government Code of the State of California, the Artist selection will be based on qualifications. The City's Public Art Advisory Committee will review the submissions received by the deadline and establish a short list of selected artists who will be invited to submit a formal project proposal. The City of Brisbane reserves the right to reject any or all submissions, to waive technicalities, and to accept whichever artist that may be in the best interest of the City, at its sole discretion.

GENERAL TERMS AND CONDITIONS

1. This RFQ does not commit the City to enter into an agreement, to pay any cost incurred in the preparation of a submittal to this request or in subsequent negotiations, or to procure or contract for the project.
2. At any time prior to the specified time and date set for the submission, a person/firm, or their designated representative, may withdraw their proposal.
3. The issuance of this RFQ and the acceptance of a proposal do not constitute an agreement by the City that any contract will actually be entered into by the City. The City expressly reserves the right to:
 - a. Reject any or all submissions and proposals.

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- b. Reissue an RFQ.
 - c. Extend the time frame for submission by notification to all parties who have registered an interest in this RFQ with the City.
 - d. Request more information from any or all applicants.
 - e. Waive any immaterial defect or informality.
 - f. Decline to go forward with the RFQ.
 - g. Reject any Subcontractor or Contractor proposed by the proposer.
 - h. The City expressly reserves the right not to award a contract under this RFQ.
 4. All services shall be provided in accordance with the City's Professional Services Agreement. Final terms of any agreement will be established during negotiations. Negotiations may be terminated by the City for failure to reach mutually acceptable terms.
 5. Each artist will be responsible for all costs incurred in preparing a response to this RFQ.
 6. All materials and documents submitted in response to this RFQ will become the property of the City and will not be returned. Artists selected for further negotiations will be responsible for all costs incurred by it during negotiations whether or not such negotiations lead to a contract with the City.
 7. Artists are responsible for reviewing all portions of this RFQ. Applicants are to promptly notify the City, in writing, if they discover any ambiguity, discrepancy, omission or other error in the RFQ. Any such notification should be directed to the City promptly after discovery, but in no event later than five working days prior to the deadline.

ENCLOSURES

Enclosure A Site photos including images of existing art on location

ENCLOSURE A

FIRTH PARK EXISTING ART AND SITE PHOTOS

Existing art on location:



Additional site photos:







