

**Request for Proposals – DRAFT**  
**Integrated Art Elements for Luther Burbank Park Waterfront Improvements Project**  
**Mercer Island, WA**

The City of Mercer Island (“City”) seeks proposals for integrated public art and placemaking elements for the Luther Burbank Park Waterfront Improvements project. This project provides an exciting opportunity to revitalize the fifty year-old facility and create more access at the only light rail-accessible waterfront on Lake Washington. The selected Artist or Artist Team will collaborate with the design team and the community to develop an art element or elements that create a sense of place and highlight the rich history of the site for visitors of all ages.

**Project Budget:** \$50,000-\$120,000 for all design, fabrication, artist fee, site delivery, installation, etc. *(The City will prepare the site for the artist for the purpose of supporting and facilitating art project implementation. Installation may be handled by City staff depending on the artwork.)*

**Deadline:** February 28, 2023

**Location:** Luther Burbank Park Waterfront, 2040 84<sup>th</sup> Ave SE, Mercer Island, WA 98040

**Eligibility:** This call is open to all artists living and working in the Pacific Northwest region, including Washington, Oregon, Idaho, and Alaska States.

Please read the application requirements carefully. Artists are asked to submit a biographical statement as well as images of their previous work.

## **BACKGROUND**

The City of Mercer Island is located on an island of the same name in Lake Washington and consists of high-quality residential areas, conserved open space, parks, and miles of shoreline. Mercer Island, which was formerly part of East Seattle, was incorporated in 1960 and has a population of just over 25,000. Most of Mercer Island’s 6.2 square miles of land area (five miles long and two miles wide) is developed with single family homes. The Town Center and two other commercial areas serve the Island and provide a range of business and service opportunities for the community.

Mercer Island has a historic tradition of public support for the arts, and its public art collection is an important avenue for engaging the community with arts, culture, and creativity. The collection features more than 60 two-dimensional and three-dimensional works found in City parks and buildings across the Island. City staff collaborate with the Mercer Island Arts Council, artists, and the public to create high-quality works that will enrich the lives of Islanders and preserve notable creative expression. Many works in the collection have been acquired through Mercer Island’s 1% for Art in Public Places (AIPP) program as well as through donations. Learn more and view the collection at [mercerisland.gov/publicart](http://mercerisland.gov/publicart).

## **ABOUT THE LUTHER BURBANK PARK WATERFRONT IMPROVEMENTS PROJECT**

The Luther Burbank Park waterfront was developed as a public boating facility in 1974. Its anticipated renovation in 2024 has created an opportunity to provide shoreline access that better serves the wide range of visitors it attracts. Stabilization of the 1928 steam plant will be a first phase of a small craft boating center to better serve popular sailing and paddling programs. New site features include a low-freeboard floating dock for paddlecraft, a viewing deck, a platform with water-level contact, and an expanded beach with ramp access. The project has been designed to inspire both active users and casual observers to stay and enjoy the busy waterfront setting.

## **WHY SUBMIT A PROPOSAL?**

Luther Burbank Park draws users from around the region and, when the East Link opens, will be the only Lake Washington waterfront accessible by light rail. The selected Artist or Artist Team will gain significant exposure beyond Mercer Island residents. Moreover, this project presents an exciting opportunity to connect waterfront users with Luther Burbank Park's natural and cultural history in ways that are meaningful, unique, and long-lasting. Don't miss this opportunity to contribute to a transformative capital project!

## **SCOPE OF WORK**

The City seeks an Artist or Artist team to propose an art element or elements for the Luther Burbank Park Waterfront Improvements project. A presentation outlining opportunities and preferred themes is included as Attachment 1. Additionally, we encourage those interested in submitting to watch previous Arts Council discussions of this project as well as to attend the site visit with City staff on **February 6, 2023**.

### **Project Goals:**

The City aims to accomplish the following primary goals with this project:

- Showcase Luther Burbank Park and the community's unique character.
- Be interactive for all ages and abilities.
- Be site-specific and original.
- Be inviting and aesthetically pleasing.

### **Artwork Themes and Medium(s):**

Artists or Artist Teams should interpret one or more of the following themes for integrated art elements at the site:

- Local indigenous peoples' history
- Human powered boat construction as an artform
- Nautical themes relevant to the site context

Additionally, the Artist or Artist Team may be interested in incorporating themes of local/regional geography, local natural history, and Mercer Island heritage/history as secondary or complementary to the preferred themes listed above.

The City is interested in emphasizing integrated art elements, such as:

- Sculptural elements that define entrances, views, or important aspects of the site;
- Interpretive elements that can be integrated into paving with embedded materials and text;
- Functional elements such as handrails, benches, lean rails, kiosks, or guardrails; and/or
- An artistic plaque display that contains a QR code linking the referenced feature to the City's STQRY public art engagement platform.

Artists are welcome to submit proposals that conceptualize artwork in an array of sizes, types, and mediums. Medium(s) should:

- Be weatherproof and appropriate for permanent outdoor display;
- Encourage public interaction and be accessible for all;
- Not pose any hazard to the public or the environment; and
- Be appropriate to display within a public park.

The site redesign will develop more universal access to the water, and the City asks the Artist or Artist Team to describe their personal and artistic approach to promoting Diversity, Equity, and Inclusion.

Collaboration with Design Team + Proposed Schedule:

The Artist or Artist Team will be integrated into the design team led by the environmental firm Anchor QEA. The Artist or Artist Team must be willing to collaborate with the design team and will also be required to meet with the community, the Mercer Island Arts Council, and other project stakeholders to gather input on the final product. The waterfront plaza design has been developed to 60% design, and the goal is to complete art integration during the 90% design in Summer 2023. The City and Anchor QEA propose the following timeline for this project:

- RFP Released: January 20, 2023
- Site Visit: February 6, 2023
- Proposals Due: February 28, 2023, by 2 pm
- Evaluation Process: March 2023
- Selected Artist Notified + Contracting: April 2023
- Project Development/Integration: May-August 2023
- Final Design Approval: September 2023

Community Engagement Needs:

The Mercer Island community is highly active in and passionate about its park system. Artists or Artist Teams should be prepared to engage the Mercer Island community, including site users, park neighbors, elected officials, volunteer boards, and other project stakeholders, to develop the final design. Methods of engagement could include interviews, on-site community meetings, online modules via Let's Talk (the City's public engagement platform), or other methods. The City encourages creative and interactive methods for soliciting community feedback in the design process.

### **SUBMITTAL DETAILS**

The Artist or Artist Team must have the ability to satisfactorily perform the required work by reasons of: (a) experience in performing work of a similar nature; (b) demonstrated competence in the services to be provided; (c) strength and stability of the Artist or Artist Team; (d) workload capability; and (e) supportive references.

To be considered for this opportunity, please submit the following:

- A. Artwork concept design(s): Provide concept designs, including potential site locations, for the proposed artwork(s). Include up to five (5) images, including sketches, plans, models, renderings, precedents, and concept.
- B. Narrative of artwork intent: The narrative should articulate the Artist's or Artist Team's interest in this project, including how their work, process, and experience relate to this project. The narrative should explain how the proposed artwork(s) will meet the stated goals of this project. (Word limit: 500 words)
- C. Artist's vision and approach: Describe the vision for this project, including the Artist's or Artist Team's specific approach to the site, the themes, and the Mercer Island community in general. (Word limit: 750 words)
- D. Artist's biographical statement: Provide a brief bio that may be used in future communications and promotions about the project. (Word limit: 500 words)
- E. Resume: Submit a current, professional resume. Artist Teams should submit resumes for each team member compiled into one document. (Page limit: 2 pages per Artist)

- F. References: Submit three (3) current references. Please include the reference's name, phone, alternate phone, email, and title as well as a brief (no more than one sentence) description describing the reference's professional association. (Make sure to confirm that the reference's current contact information has been provided.)
- G. Images of previous work: Provide up to five (5) images of previous work by the Artist or Artist Team that demonstrates the ability to complete this project. (JPEG format, 1920 pixels maximum on the longest size, 72 dpi, with compression settings resulting in the best image quality where the file size remains under 2MB)
- H. Cost estimates: Provide cost estimates for each art piece, including best estimate of 2023 material, artist time, and installation costs.
- I. Ability to work within city government structure: Describe the Artist's or Artist Team's ability to successfully execute a public art project, including previous work with local governments or other experience working with City staff, elected officials, volunteer boards, etc., to complete projects. (Word limit: 500 words)
- J. Community engagement approach: Summarize how you intend to engage the community in the creative process. (Word limit: 750 words)

**Conditions of Submittal:**

All costs for developing submittals in response to this RFP are the obligation of the Artist or Artist and are not chargeable to the City. All submittals will become property of the City and will not be returned. Submittals may be withdrawn at any time prior to the published close date, provided notification is received in writing to the Project Manager listed on this RFP. Submittals cannot be withdrawn after the published close date.

**Agreement Form:** The agreement form to be used will be the City's standard professional services agreement (PSA), which is provided as Attachment 2. City staff will negotiate the terms of an agreement with the artist directly for all proposed artwork that is approved. This project budget is all-inclusive and must cover all expenses associated with the design, fabrication, artist fee, site delivery, and installation, etc. The Artist or Artist Team will be responsible for securing all equipment necessary to install the artwork unless otherwise agreed upon with the City.

Additionally, the selected Artist or Artist Team must provide the following during contracting:

- Current W9
- Current Mercer Island Business License
- Certificate of Insurance naming the City as additional insured

Artists or Artist Teams who do not currently hold the required insurance limits are encouraged to submit a proposal.

**Americans with Disabilities Act (ADA) Information:** This material can be made available in an alternate format by calling 206-275-7833.

**Non-Discrimination:** The City of Mercer Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement,

disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

### **SELECTION PROCESS**

The City will select the most advantageous artwork submission(s) based on the review process outlined. However, cost is important to the City. The City will make the award that is in the best interest of the City based on cost and other considerations.

An Artist Selection Panel (ASP) consisting of local artists, City Council and City board members, City staff, and others will review each submittal using the selection panel checklist. A sample checklist is provided as Attachment 3. After evaluating all submittals, the ASP may choose to invite an artist or artists to present their proposed artwork and qualifications prior to selecting a finalist. Interviews may include the ASP, the Mercer Island Arts Council, the Mercer Island City Council, and City staff or other interested parties. (Submitters will not be compensated for interview related expenses.)

Following the evaluation process, the preferred submittal will be sent to the Mercer Island Arts Council to make a recommendation to the City Council. The City Council is responsible for approving the final project scope and authorizing the City Manager to contract with the selected Artist or Artist Team.

#### **Additional Details:**

- All responses to this request will be screened for eligibility. As time permits, a selection panel will review responses, according to the criteria listed above, and may conduct reference checks as part of the process. If there is insufficient information, the City reserves the right to request additional information and to interview Artists or Artist Teams to discuss their qualifications.
- This solicitation does not obligate the City to award a contract to any respondent. The final selection is the sole decision of the City, and the respondents to this formal request have no guaranteed appeal rights or procedures. At its option, the City reserves the right to waive as informality any irregularities in proposals and/or to reject any or all proposals. The City also may select only portions of a particular submission for further consideration and negotiation (although the Artist or Artist Team may specify portions of their submission they consider “bundled”).
- It is anticipated that an Artist or Artist Team will be selected from this process and a contract or contracts will be negotiated. If the City selects an Artist or Artist Team for this project, the successful submitter shall be issued a written Notice of Selection.

### **ATTACHMENTS**

- Presentation of Luther Burbank Waterfront Improvements Art Integration Opportunities – Presented to the Mercer Island Arts Council on September 14, 2022
- Standard Professional Services Agreement
- Sample Artist Selection Panel Checklist

**Attachment 3: Sample Artist Selection Panel Checklist**

**Artist Name:**

**Reviewer Name:**

Indicate your evaluation of the artist’s credentials based on information included in the artist’s submittal.

1. The artist is generally recognized by critics and peers as a professional who routinely creates high-quality work. **YES or NO**

2. The artist provides evidence that they have contracted with public, private, and/or corporate entities to create public artwork. **YES or NO**

3. The artist demonstrates that prior commissioned work was completed on schedule and within budget. **YES or NO**

4. The artist demonstrates that they have produced artwork that is sensitive and responsive to a broad range of the public.

*(Low =1, High =6)*

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 |
|---|---|---|---|---|---|

5. The submittal shows a sensitivity to the public benefit concept as described in the Program for Acquisition of Art in Public Places.

*(Low =1, High =6)*

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 |
|---|---|---|---|---|---|

6. The submittal demonstrates compatibility with the scale of the site and/or the scale of the artwork’s intended use and does not interfere with traffic patterns.

*(Low =1, High =6)*

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 |
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7. The submittal demonstrates understanding and mitigation of theft, vandalism, weather impacts, excessive maintenance costs, and/or other potential issues that may arise as a result installation.

*(Low =1, High =6)*

|   |   |   |   |   |   |
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| 1 | 2 | 3 | 4 | 5 | 6 |
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8. The artist demonstrates experience in (score higher) or knowledge of (score lower) the medium(s) chosen for their concept.

*(Low =1, High =6)*

|   |   |   |   |   |   |
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| 1 | 2 | 3 | 4 | 5 | 6 |
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9. The submittal, including written concepts, sketches, and past work examples, express a cohesive vision.

*(Low =1, High =6)*

|   |   |   |   |   |   |
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| 1 | 2 | 3 | 4 | 5 | 6 |
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10. The submittal meets the requirements of the request for proposals (RFP).  
(Low =1, High =6)

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 |
|---|---|---|---|---|---|

**TOTAL:**