

PUBLISH: September 19 and 26, 2008

BID REQUEST NO. 08-0105

REQUEST FOR PROPOSAL

Notice of Request for Proposal from the City of Sioux Falls, SD, for a Call for Art—Free-Form Design Art Rack and Standard Design Art Rack.

To request a copy of the RFP, please contact the following:

City of Sioux Falls
Budgeting/Purchasing Office
224 West Ninth Street
P.O. Box 7402
Sioux Falls, SD 57117-7402
Phone: 605-367-8013

The RFP response must be submitted by November 20, 2008, 2 p.m. CST to the above address.

City of Sioux Falls

Request for Proposals—Call for Art

RFP No. 08-0105

Proposal No. 1

**Free-Form Design Art Rack
(Nontraditional Bicycle Rack)
on
Private or Public Property**

Proposal No. 2

**Standard Design Art Rack
(Nontraditional Bicycle Rack)
on
Certain Public Property with Abandoned Parking Meters**

Guidelines and Requirements for Submittal

**City of Sioux Falls, South Dakota
224 West Ninth Street
P.O. Box 7402
Sioux Falls, SD 57117-7402**

Proposal No. 1

**RFP No. 08-0105
Call for Art**

**Free-Form Design Art Rack
(Nontraditional Bicycle Rack)
on
Private or Public Property**

Introduction

The City of Sioux Falls invites professional and amateur South Dakota resident artists of all backgrounds to participate in a Request for Proposal for a call for art for an artist-designed free-form bicycle rack. The primary goals of this project are to promote energy conservation by encouraging citizens and visitors to safely bike within our community and to provide public useable art for aesthetically functional bicycle parking.

Description

This call for art is for a free-form standing design art rack (nontraditional bicycle rack) on private or public property. Several designs will be selected for this project and considered for future production and placement. Applicants are strongly encouraged to support the City's Leading Green initiative by utilizing an art rack design that incorporates at least 50 percent recycled materials.

While aesthetics are an important consideration, applicants should be sure that the purpose of the bike rack is self-evident, that it is easy to use, and that it addresses the following:

Suggested Design Criteria

- ✓ Each free-form standing design art rack should hold from at least two to no more than six bicycles.
- ✓ Art rack design materials should incorporate at least 50 percent recycled material, be weather-resistant, durable, and easy to maintain, and should not include sharp edges that could damage bicycles.
- ✓ The materials and design should not be hazardous to the safety of pedestrians.
- ✓ The bike frame and front wheel may be conveniently and securely locked to the bicycle rack using a standard U-shaped shackle lock.
- ✓ The art rack should function for a wide variety of bicycle sizes.
- ✓ The art rack should blend in aesthetically with downtown streetscapes, civic building surroundings, and other community areas.
- ✓ All art rack dimensions shall be shown. Provisions shall be shown for artist/site sponsor recognition signage to be located at the base.
- ✓ Artist will be responsible for providing all project design, materials, construction, transportation, and installation, including the base and artist/site sponsor recognition signage.
- ✓ Art rack construction and installation shall meet all applicable City standards and codes.

Suggested Location Standards

- ✓ Free-form standing design art racks with bicycles that are located on private property cannot encroach onto public property.
- ✓ There should be a minimum of 5 feet of clear space behind or on the side of the parked bicycle to safely maneuver in and out of the rack without moving another bicycle.
- ✓ The rack should have a minimum of 2 feet of clearance on the sides of the rack.
- ✓ The rack should be a maximum of 6 feet in length and have adequate clearance available for pedestrian access.
- ✓ All bicycle rack designs must adhere to all Americans with Disabilities Act (ADA) standards for protrusions in the right-of-way, including the ability to detect the rack with a white cane. To be detected by a white cane the protruding or leading edge of the rack shall be 27 inches or less above the sidewalk surface. Between 27 inches and 80 inches above the sidewalk surface, protruding or leading edges may overhang a maximum of 12 inches.

- ✓ The top of the bicycle rack design should be a minimum of 36 inches tall. Except for the bicycle rack supporting brackets, the shortest section of the bicycle rack must be a minimum of 27 inches tall—enough to be perceived by a pedestrian and avoid tripping hazards.
- ✓ The space between rack features must be larger than 9 inches or smaller than 3 1/2 inches to avoid children trapping their heads.
- ✓ For public property installations, the art rack should be installed in a concrete base.
- ✓ Art rack locations shall meet all applicable City standards and codes.

Request for Proposal

The call for art is open to South Dakota professional and amateur artists of all backgrounds. Several proposals may be made by each artist/artist group; each proposal shall include a line drawing that is graphically strong and that takes into account the design parameters for functional bicycle racks. The art rack design, recycled materials to be used, construction/production concepts, and all associated costs shall be addressed by the artists.

Please include the following information in your submittal:

1. Several high-quality 8 1/2" x 11" printed photos or color laser copies (different angles) of a model, or scale drawings, or small scale model(s) (no one dimension of the model is to exceed one square foot in size) to be delivered to the Sioux Falls Visual Arts Commission (address below).
2. One-page artist statement/vision about the design and media including:
 - Project narrative.
 - Proposed installation method and related requirements.
 - Proposed cost breakdown.
 - Proposed time line breakdown.
3. Artist photo to be used for media releases.
4. Recent résumé to include past experience in chosen medium.

Budget

Art rack site sponsors will be solicited by the Visual Arts Commission and other private businesses for project funding. **No public funds will be provided for this project.**

For a free-form standing design art rack there will be a site sponsor budget allowance not to exceed \$2,000 for each free-form design art rack selected, including all design, materials, transportation, and installation.

Time Line

Call for Art	September 2008
Proposal Due	November 20, 2008
Jury Panel Review	December 2008
Review/Recommendation	January 2009
City Council Review of Winning Design/Approvals	February 2009
Winning Proposals Announced	February 2009
Execution of Contract	March 2009
Project Completion	July 1, 2009

Application Delivery

Submit proposals by 2 p.m., CST, on Thursday, November 20, 2008, to:

City of Sioux Falls
Visual Arts Commission Call for Art—Art Rack
City Hall, 3rd Floor—Purchasing Office
224 West Ninth Street
P.O. Box 7402
Sioux Falls, SD 57117-7402

Nonwinning proposals may be retrieved by February 27, 2009; thereafter, they become the property of the City of Sioux Falls. The winning proposal and runner-up will be retained and become the property of the City of Sioux Falls.

The City of Sioux Falls reserves the right at its sole discretion to reject any and all proposals without penalty. The final selection, if any, will be that proposal which, in the opinion of the City after review of all submissions by the jury, best meets the requirements set forth in the Call for Art and is in the best interest of the City. The City reserves the right to make an award without further discussion of the proposal submitted.

The artists of the winning proposals should be prepared to enter into contract based on the terms as presented in the Call for Art. Additional information may be requested for clarification; failure to respond may disqualify the proposal.

Selection of the Artists

All proposals will be reviewed by a jury panel including bicyclists and art professionals as determined by the City of Sioux Falls and the Sioux Falls Visual Arts Commission. Entries will be critiqued on artistic merit, creativity, public safety, durability in an outdoor setting, artist experience, and ability to meet the budget and time line. Several winning proposals will be selected and recommended to the City Council. All submittals will be reviewed by the City for safety and risk assessment, etc. After the jurying process is complete, all participating artists will be notified of the jury's and Visual Arts Commission's final recommendation(s).

Selected art rack (nontraditional bicycle rack) designs will become part of an acceptable comprehensive City inventory list designated for public and private entities to consider in addressing bicycle parking on their properties. There is no guarantee that a selected art rack design will be purchased or placed for bicycle parking.

Addendum Information

Art Rack (nontraditional bicycle rack) installations on public property will require further adherence to City ordinance provisions relating to the following:

Copyright/Moral Rights

Copyright, including any and all designs, shall remain the property of the Artist. Moral rights remain with the Artist. The City of Sioux Falls will seek permission to reproduce the images for nonprofit publicity purposes.

Civil Rights

The Artist shall be subject to the provisions of Chapter 21 1/2 of the Code of Ordinances of the City of Sioux Falls. It is declared to be discrimination for the Artist, because of race, color, sex, creed, religion, ancestry, national origin, or disability, to fail or refuse to hire, to discharge an employee, or to accord adverse, unlawful, or unequal treatment to any person or employee with respect to application, hiring, training, apprenticeship, tenure, promotion, upgrading, compensation, layoff, discharge, or any term or condition of employment.

If the Artist is guilty of discrimination, this agreement may be terminated in whole or in part by the City and the Artist shall be liable for any costs or expense incurred by the City in obtaining from other sources the work and services to be rendered or performed or the goods or properties to be furnished or delivered to the City under the agreement so terminated or canceled.

Should the Sioux Falls Commission on Human Relations in a proceeding brought as provided by the Revised Ordinances of Sioux Falls find that the Artist has engaged in discrimination in connection with this agreement and issue a cease and desist order with respect thereto, the City shall withhold up to 15 percent of the contract price until such time as the commission's order has been complied with or the Artist has been adjudicated not guilty of such discrimination.

The Artist will permit access to any and all records pertaining to hiring and employment and to other pertinent data and records for the purpose of enabling the commission, its agencies or representatives, to ascertain compliance with the above provisions.

This section shall be binding on all subcontractors or suppliers.

Independent Contractor

The parties agree that the Artist operates an independent business and is contracting to do work according to his own methods, without being subject to the control of the City, except as to the product or the result of the work. The relationship between the City and the Artist shall be that as between an independent contractor and the City and not as an employer-employee relationship. The payment to the Artist is inclusive of any use, excise, income, or any other tax arising out of this agreement.

Hold Harmless

The Artist agrees to hold the City harmless from all claims or liability including attorneys' fees arising out of the services furnished under this agreement and for bodily injury or property damage arising out of the services furnished under this agreement, providing that such claims or liability are the result of an act, error, or omission of the Artist and/or its employees/agents arising out of the services described in this agreement.

Termination

The City may by written notice to the Artist terminate this agreement in whole or in part at any time, either for the City's convenience or because of the failure of the Artist to fulfill its contract obligations. Upon ten days' written receipt of notice, the Artist shall immediately discontinue all services affected, unless the notice directs otherwise.

If the termination is due to the failure of the Artist to fulfill the contract obligations, the City may take over the work and complete it by contract or otherwise. In such case, the Artist shall be liable to the City for any excess costs occasioned to the City thereby.

The rights and remedies of the City provided in this section are in addition to any other rights and remedies provided by law or under this agreement.

**City of Sioux Falls
Visual Arts Commission**

**Call for Art Application—RFP 08-0105
Proposal No. 1
Art Rack (Nontraditional Bicycle Rack) on Private or Public Property**

November 20, 2008

Artist Name	
Address	
Phone	Cell
Email	Website
Entry Title	
Total Project Cost Breakdown Associated with Free-Form Design Art Rack including design, materials, transportation, and installation.	
Dimensional Size	
Maximum Number of Bicycles This Rack Will Hold	
Describe Materials and Indicate Percentage of Recycled Materials to be Used	
Maintenance/Upkeep Requirements	

Artist Statement/Vision

Proposal No. 2

**RFP No. 08-0105
Call for Art**

**Standard Design Art Rack
(Nontraditional Bicycle Rack)
on
Certain Public Property with Abandoned Parking Meters**

Introduction

The City of Sioux Falls invites professional and amateur South Dakota resident artists of all backgrounds to participate in a Request for Proposal for a call for art for an artist-designed standard design bike rack to be affixed to certain City-designated public property abandoned parking meters. The primary goals of this project are to promote energy conservation by encouraging citizens and visitors to safely bike within our community and to provide public useable art for aesthetically functional bicycle parking.

Description

This call for art is for a standard design art rack (nontraditional bicycle rack) to be affixed to certain City-designated public parking meters. Up to three (3) designs will be selected for this project and considered for future production and placement. Applicants are strongly encouraged to support the City's Leading Green initiative by utilizing an art rack design that incorporates at least 50 percent recycled materials.

While aesthetics are an important consideration, applicants should be sure that the purpose of the bike rack is self-evident, that it is easy to use, and that it addresses the following:

Suggested Design Criteria

- ✓ Each standard design art rack should hold at least two (2) bicycles.
- ✓ Art rack design materials should incorporate at least 50 percent recycled material, be weather-resistant, durable, and easy to maintain, and should not include sharp edges that could damage the bicycles.
- ✓ The materials and design should not be hazardous to the safety of pedestrians.
- ✓ The bike frame and front wheel may be conveniently and securely locked to the art rack using a standard U-shaped shackle lock.
- ✓ The art rack should function for a wide variety of bicycle sizes.
- ✓ The art rack should blend in aesthetically with downtown streetscapes, civic building surroundings, and other community areas.
- ✓ All art rack dimensions shall be shown. Provisions shall be shown for artist/site sponsor recognition signage to be located at the base.
- ✓ Artist will be responsible for providing all project design, materials, construction, transportation, and installation, including the base and artist/site sponsor recognition signage.
- ✓ Art rack construction and installation shall meet all applicable City standards and codes.

Installation Criteria

- ✓ As determined by the City of Sioux Falls, standard design art racks for bicycles may be affixed to certain City-designated public property abandoned parking meters. See attached Addendum—Exhibit A.
- ✓ All standard design art racks shall adhere to all Americans with Disabilities Act (ADA) standards for protrusions in the right-of-way, including the ability to detect the rack with a white cane. To be detected by a white cane the protruding or leading edge of the art rack shall be 27 inches or less above the sidewalk surface. Between 27 inches and 80 inches above the sidewalk surface, protruding or leading edges may overhang a maximum of 12 inches.

Request for Proposal

The call for art is open to South Dakota professional and amateur artists of all backgrounds. Several proposals may be made by each artist/artist group; each proposal shall include a line drawing that is graphically strong and that takes into account the design parameters for functional bicycle racks. The art rack design, recycled materials to be used, construction/production concepts, and all associated costs shall be addressed by the artists.

Please include the following information in your submittal:

1. Several high-quality 8 1/2" x 11" printed photos or color laser copies (different angles) of a model, or scale drawings, or small scale model(s) (no one dimension of the model is to exceed one square foot in size) to be delivered to the Sioux Falls Visual Arts Commission (address below).
2. One-page Artist statement/vision about the design and media including:
 - Project narrative.
 - Proposed installation method and related requirements.
 - Proposed cost breakdown.
 - Proposed time line breakdown.
3. Artist photo to be used for media releases.
4. Recent résumé to include past experience in chosen medium.

Budget

Art rack site sponsors will be solicited by Visual Arts Commission, Downtown Sioux Falls (DTSF), and other private businesses for project funding. **No public funds will be provided for this project.**

For a standard design art rack on certain public property abandoned parking meters there will be a site sponsor budget allowance not to exceed \$400 for each art rack selected, including all design, materials, transportation, and installation.

Time Line

Call for Art	September 2008
Proposal Due	November 20, 2008
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The artists of the winning proposals should be prepared to enter into contract based on the terms as presented in the Call for Art. Additional information may be requested for clarification; failure to respond may disqualify the proposal.

Selection of the Artists

All proposals will be reviewed by a jury panel including bicyclists and art professionals as determined by the City of Sioux Falls and the Sioux Falls Visual Arts Commission. Entries will be critiqued on artistic merit, creativity, public safety, durability in an outdoor setting, artist experience, and ability to meet the budget and time line. Several winning proposals will be selected and recommended to the City Council. All submittals will be reviewed by the City for safety and risk assessment, etc. After the jurying process is complete, all participating artists will be notified of the jury's and Visual Arts Commission's final recommendation(s).

Selected standard design art rack (nontraditional bicycle rack) designs, on certain public property with abandoned parking meters, will become part of an acceptable comprehensive City inventory list designated for public and private entities to consider in addressing bicycle parking on their properties. There is no guarantee that a selected art rack design will be purchased or placed for bicycle parking.

Addendum Information

Art Rack (nontraditional bicycle rack) installations on public property parking meter will require further adherence to City ordinance provisions relating to the following:

Copyright/Moral Rights

Copyright including any and all designs shall remain the property of the Artist. Moral rights remain with the Artist. The City of Sioux Falls will seek permission to reproduce the images for nonprofit publicity purposes.

Civil Rights

The Artist shall be subject to the provisions of Chapter 21 1/2 of the Code of Ordinances of the City of Sioux Falls. It is declared to be discrimination for the Artist, because of race, color, sex, creed, religion, ancestry, national origin, or disability, to fail or refuse to hire, to discharge an employee, or to accord adverse, unlawful, or unequal treatment to any person or employee with respect to application, hiring, training, apprenticeship, tenure, promotion, upgrading, compensation, layoff, discharge, or any term or condition of employment.

If the Artist is guilty of discrimination, this agreement may be terminated in whole or in part by the City and the Artist shall be liable for any costs or expense incurred by the City in obtaining from other sources the work and services to be rendered or performed or the goods or properties to be furnished or delivered to the City under the agreement so terminated or canceled.

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**City of Sioux Falls
Visual Arts Commission**

**Call for Art Application—RFP 08-0105
Proposal No. 2
Standard Design Art Rack (Nontraditional Bicycle Rack)
on Certain Public Property with Abandoned Parking Meters**

November 20, 2008

Artist Name	
Address	
Phone	Cell
Email	Website
Entry Title	

Total Project Cost Breakdown Associated with Standard Design Art Rack on certain public property with abandoned parking meters including design, materials, transportation, and installation.

Dimensional Size

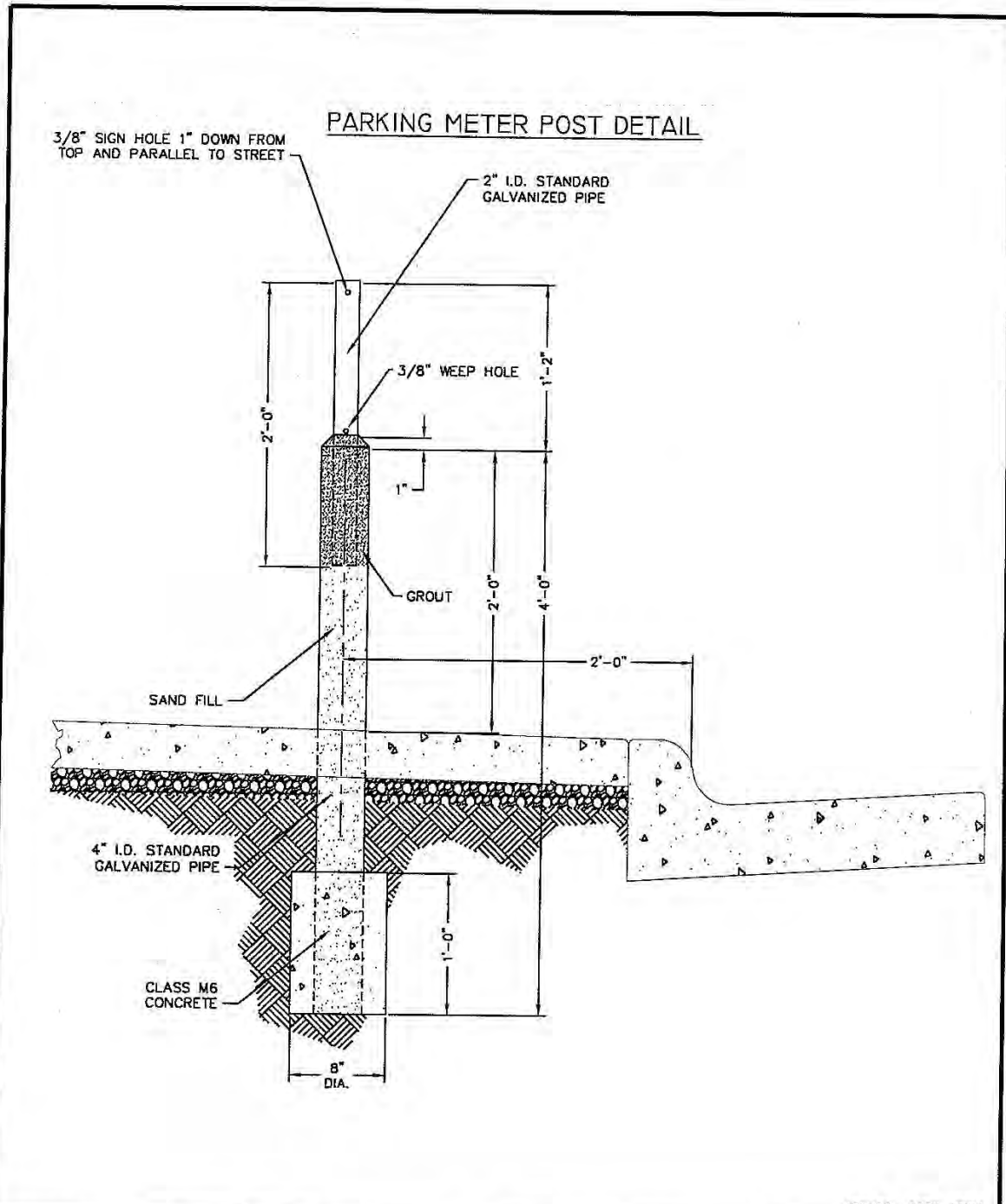
Maximum Number of Bicycles This Rack Will Hold

Describe Materials and Percentage of Recycled Materials to be Used


Maintenance/Upkeep Requirements

Artist Statement/Vision

Addendum—Exhibit A



ISSUED: APRIL 2003

<p>SPECIFICATION REFERENCE NO. 632</p>		<p>CITY OF SIOUX FALLS ENGINEERING DIVISION PARKING METER POST DETAIL</p>	<p>PLATE NUMBER 632.01</p>
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Addendum—Exhibit B

