



# THE ARTS COMMISSION

INSPIRING A VIBRANT TOLEDO

01/04/18

## REQUEST FOR QUALIFICATIONS

### Close Park Project

Funded by the City of Toledo, OH One Percent for Art Program  
Administered by The Arts Commission of Greater Toledo

### PROJECT INTENT

The Arts Commission's Art in Public Places Program is seeking to commission a work of public art, which engages play as a theme and is requesting qualifications from artists and/or artist teams for this project. Close Park is a City of Toledo Park situated in a densely populated neighborhood and provides a variety of opportunities for interactive public art.

A map of the park can be found here: <https://goo.gl/maps/q435rsSZMR72>

### BUDGET

The City of Toledo One Percent for Art budget for this project is up to \$70,000. The budget includes all costs associated with the project including, but not limited to: artist's design fee, travel, materials, community engagement initiatives, documentation, transportation and installation of the work.

### ELIGIBILITY

The project is open to all artists in the United States, age 18 and over, regardless of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability. Artist teams are eligible to apply, including teams of artists from multiple disciplines.

### PROPOSED TIME LINE:

- |                     |   |
|---------------------|---|
| • January 4, 2018   | Request For Qualifications Launched               |
| • February 7, 2018  | Deadline for Submission of Qualifications         |
| • February 13, 2018 | Start RFQ Review                                  |
| • February 20, 2018 | Video Conference Interviews as Needed             |
| • February 27, 2018 | Commission Awarded                                |
| • April 19, 2018    | Site Visit, Community Info Gathering Session      |
| • May 23, 2018      | Proposal Presented to Committee / Community Group |
| • June 25, 2018     | Final Proposal Submitted                          |
| • TBD               | Installation                                      |

The Arts Commission reserves the right to change the project timeline. The schedule will be mutually agreed upon based on the schedule of the selected artist and that of The Arts Commission, the project start date will be mutually agreed upon.

## HOW TO APPLY

Artists and artist teams who are interested in this project must prepare and submit the following items. All items must be submitted digitally by email. **No physical media will be accepted. Please submit all text documents in PDF format. Links to FTP sites for downloading materials are acceptable.** Proposals are not requested at this stage.

### REQUIRED MATERIALS

- **Letter of Interest:** The letter should be no more than one page and should explain the artist's interest in the project.
- **Resume:** If submitting as a team, one resume for each team member should be submitted.
- **10 Digital Images:** Submit 10 digital images of your professional work. Images must be submitted in the following format:

#### Format:

- **File Type:** JPEGs
  - **Image Size:** Images must be no more than 9.5" on the longest side saved at 72 dpi.
  - **File Labeling:** Files must be titled with a number indicating the viewing order, followed by the artist's last name. The numbers must correspond to the accompanying Image List. Use "0" in front of single digit numbers. Do not use more than 20 characters, and use only letters, numbers and underscores. example: 01\_Smith.jpg
- **Image List:** Submit an image list corresponding to the submitted digital images. Each entry on the image list should include the following
    - image number
    - artist's name
    - title of work
    - brief description
    - date of work
    - dimensions
    - project budget
  - **Community Engagement:** 2-3 Examples of community engagement projects or workshops that were coordinated with past public art projects. If there are no past community engagement examples, please provide examples of how this would be conducted.
  - **3 Professional References:** Submit a list of at least three professional references that have an intimate knowledge of the artist's work and working methods. The list must include complete addresses, telephone numbers and email addresses.

## WHERE TO SUBMIT MATERIALS

Materials should be emailed to:

[nmattimoe@theartscommission.org](mailto:nmattimoe@theartscommission.org)

Subject line: RFQ Submission – Toledo Close Park

## DEADLINE

All submissions must be received by, February 7, 2018.

This project is funded by the City of Toledo's One Percent for Art Program. The One Percent for Art Program is administered by the Arts Commission through its Art in Public Places Committee.

**FOR FURTHER INFORMATION**

For further information, please contact Nathan Mattimoe, Art in Public Places Coordinator of the Arts Commission of Greater Toledo at 419-254-2787 or at [nmattimoe@theartscommission.org](mailto:nmattimoe@theartscommission.org).

The Arts Commission is the longest standing arts commission in the state of Ohio, founded in 1959, administering the City of Toledo's One Percent for Art Program since 1977. The Arts Commission is supported in part by the Ohio Arts Council.