



Agenda

CITY CLERK'S OFFICE

DATE 8/31/17 TIME 4:09
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ART IN PUBLIC PLACES
Tuesday, September 5, 2017
Community Gallery
Santa Fe Community Convention Center
201 W. Marcy St.
505-955-6707
5:30 PM

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a) June 9, 2017
5. Action Items
 - a) Request to approve issuance of IGNITE RFQ
 - b) Airport Project
6. Project Updates
 - a) Donation of Sculpture from Santa Fe Chamber Music Festival
 - b) New Mexico Walk of Fame
 - c) Art in Public Places Committee vacancies
7. Discussion Items
 - a) Fiscal year 17/18 Funding
8. Adjourn

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**ART IN PUBLIC PLACES
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MEETING OF JULY 27, 2017**

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Call to Order	A regular meeting of the City of Santa Fe Art in Public Places Committee was called to order on this day by Brian Vallo, Chair at approximately 5:31 p.m. in the Community Gallery, Santa Fe Convention Center.	1
Roll Call	A quorum was not established.	1
Approval of the Agenda	This item could not be approved due to the lack of a quorum.	1
Approval of Minutes-June 9,2017	This item could not be approved due to the lack of a quorum.	1
Action Items: a. Artists Walk of Fame b. Donation of Sculpture by Santa Fe Chamber of Commerce Music Festival	Discussion Only	1 2
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**ART IN PUBLIC PLACES
MEETING MINUTES
July 27, 2017
6:00 p.m. – 7:00 p.m.**

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Art in Public Places Committee was called to order on this day by Brian Vallo, Chair at approximately 5:31 p.m. in the Community Gallery, Santa Fe Convention Center. A quorum was not established.

2. ROLL CALL

Present:

Brian Vallo, Chair
Matthew Chase-Daniel
Henry Muchmore

Excused:

Sandra Deitch
Katelyn Peer
Drew Lenihan

Others Present:

Jackie Camborde, Santa Fe Arts Commission
Randy Randall, SF Tourism
Linda Vigil for Fran Lucero, Stenographer

3. APPROVAL OF AGENDA

MOTION: This item could not be approved due to the lack of a quorum.

4. APPROVAL OF MINUTES

a. June 9, 2017

MOTION: This item could not be approved due to the lack of a quorum.

5. ACTION ITEMS

a. **Artists' Walk of Fame**

MOTION: This item could not be approved due to the lack of a quorum.

b. Donation of Sculpture by Santa Fe Music Festival

Ms. Camborde stated an artist involved with the chamber music festival presented a piece. (See Exhibit B) at the annual auction the Gala committee agreed it was a nice piece so their members pitched in and bought it. Since they do not have a permanent home they called to ask if the City would like to place it somewhere.

Ms. Camborde stated the piece will not permanently placed so that it can moved.

6. PROJECT UPDATES

a. IGNITE Program

i. New Mexico In Four Seasons by Rick Mobbs

Ms. Camborde explained the free wall piece from Tom Osgood is complete. It has not been decided where it will be placed. There will be an understanding that the piece will be retouched every few months.

The Rick Mobbs piece is installed at the Earthcare building at Zona del Sol.

Mr. Randall asked about the Osgood piece. Mr. Chase-Daniel stated he mentioned to the New Mexico Museum of Art will be having their 100th year celebration. They will close off some streets and he recommended they use the piece there.

7. DISCUSSION ITEMS

a. Possible Roadway Project

That is item was to be tabled to the next meeting.

Mr. Randall asked what project it was. Ms. Camborde explained it will be at the Agua Fria / Cottonwood roundabout. However Public Works is still working on it.

b. Fiscal Year 17/18 Funding

Ms. Camborde explained the funding for FY 17/18. (See Exhibit A) The amount given to run the gallery is \$46,000, the total CIP allocation is \$230,000. Mr. Chase –Daniel asked if the \$150,000 is for the underpass project. Ms. Camborde explained that it was.

The amount left for projects is \$34,000. That amount would go into Ignite and Site initiatives.

Mr. Chase Daniel understood the underpass money was going to come from somewhere else.

A brief discussion as held about the underpass project and its plans from over 10 years ago. Perhaps money was allocated then. One artist is deceased so they will need to find a replacement.

Mr. Randall suggested the Committee request clarification on that project and the funds.

Chair Vallo would also like to get clarification on the completion date as well.

Mr. Randall also recommends getting the CIP allocations from prior years.

Mr. Randall mentioned the issue with the mural at Ft. Marcy. Ms. Garcia y Griego did an excellent job representing the Commission before the Public Works Committee. Mr. Randall explained the issues and stated the piece lasted to its commitment time and was up for 20 years.

Chair Vallo stated the piece was a youth mural that is why it was a sensitive.

A discussion was held about bringing the youth mural programs back.

Mr. Randall stated there will be a new checklist for public art that way all approvals are tracked.

Mr. Randall discussed the donated piece from the Chamber of Music and a plaque or stand for it. Ms. Cambrode stated that item does not require a vote since it will go directly to the Arts Commission.

Mr. Randall explained where he would like to place it. On items that are donated the Convention Center may want to consider paying for the set up.

8. ADJOURN

There being no further business to come before Arts in Public Places the meeting was adjourned at 6:01 p.m.

SIGNATURES

Brian Vallo, Chair



Linda Vigil for Fran Lucero, Stenographer



THE CITY OF SANTA FE
ARTS COMMISSION

Art in Public Places
Request for Qualifications
Ignite

Deadline
October 12, 2017
5:00 PM

Project Summary

Ignite provides funds in amounts up to \$10,000 from the City of Santa Fe for public art projects. Individual artists residing, or nonprofit organizations conducting programming, in Santa Fe County are eligible to apply. All projects must be completed by June 30, 2018 and result in a permanent work of art on City property. For the purposes of this project, a permanent artwork must last for a minimum of 10 years.

Ignite is a community-focused, artist-driven public art program designed to support original permanent public art installations on the City of Santa Fe-owned property. ***Ignite*** equips artists and organizations with resources to complete small-scale public art projects that provoke thought and compel viewers, as well as enhance the city's artistic landscape. Projects that are free, accessible, and welcoming to people of all cultural backgrounds, economic statuses, sexual orientations, gender-identities, ages, and abilities are encouraged.

Proposals will be accepted through the submission deadline of October 12, 2017, 5 PM MST. All projects must be completed by June 30, 2018. All funds will be allocated based on ***Ignite*** eligibility and projects guidelines.

The City reserves the right to award multiple contracts from this RFQ.

Project Goals

The ***Ignite*** program provides creatives with ways to present work to audiences. It also incentivizes collaboration and partnership. Therefore, ***Ignite*** funds are available to either individual artist or nonprofit organizations (i.e. IRS 501(c)3 organizations). Projects must include at least one professional artist, along with a meaningful collaboration with other artists, organizations, businesses, neighborhood groups, etc. Projects must address one or more of the following priorities:

- Creative Spaces via the elevation of the unique cultural identity and assets of neighborhoods.
- Engagement through access to meaningful and relevant cultural experiences for all.
- Youth Arts that encourage the retention of young people.

The written proposal should discuss the impact and evaluation of the selected priority/priorities

Criteria

25% Artistic Excellence: Proposed Artwork & Past Artworks

How are the artists involved and/or the project itself driving innovation or using the arts in a distinct way?
What are the artistic practices and methods for creation? How compelling is the proposed work of art?
Who are the artists involved? Why are they the best artists for the job? What is the quality of past works by the artists?

25 % Project Feasibility and Logistics

Does the proposal demonstrate ability to carry out the proposed project? Does it have a realistic budget and timeline? Are there partner individuals, organizations, and entities who will contribute to the overall success of the project? Does the applicant have the ability to communicate, involve, and work with the community through all facets of the work of art?

20% Suitability

Is the proposed artwork compatible in scale, materials, form, and content with the project surroundings and installation methods? Have long-term maintenance issues been addressed? Are the materials, construction, and installation appropriate for a permanent artwork?

20% Ability to Address Selected Priority(ies)

How does the proposal align with the selected priority/priorities? What are the specific plans to address the priority/priorities?

10% Impact and Evaluation

What is the anticipated impact? How will the success of the project be judged? What factors and data will be collected and analyzed? Are there both quantitative and qualitative measurements?

Deadline for Submissions

All submissions must be received by **5 PM MST on October 12, 2017**

Submissions may be mailed to: City of Santa Fe Arts Commission, ATTN: *Ignite*, PO Box 909, Santa Fe, NM 87504-0909.

Third-party carriers and hand-delivered submissions may be sent to: City of Santa Fe Arts Commission, ATTN: *Ignite*, 201 West Marcy St, Santa Fe, NM 87501

Submittal Requirements

Interested artists/organizations must submit the following items by the deadline:

- **Cover letter** (1 page max) that provides an overview of the proposed project and highlights the qualifications of those involved.
- **Project Description** (1 page max) that describes the project, its location and how the work will be completed. You may include up to two additional images, only pages that help to demonstrate the proposed project.
- **Proposal Narrative** (4 page max) that point-by-point answers the questions asked under each review criteria.
- **Key Artist/Partner bios** (2 page max total) that provide information regarding the skills, experience and education of each person involved.

- **Project Budget** that outlines all of the costs for completing the project. Cost of installation must be included in this budget. Clearly identify where City funds will be used and the amount of any additional confirmed funding for the project.
- **Digital Images** (20 images max) on CD or USB drive that document artistic quality of works produced within the past three to five years. Please name each file to correspond to the slide key (see requirements below.)
- **Annotated Slide Key** (3 page max) that is numbered and provides that artist, title, date, medium, dimensions, location, price or budget and commissioning agency (where appropriate.) Include a brief description of each work.
- **References** that include the name, address, telephone number and email address of three professional references. Please do not include letters of reference. Do not list members of the Arts Commission, the Art in Public Places committee or Arts Commission staff as reference.

Do not include additional images; the selection committee will not review them. All materials become property of the City. They cannot be returned.

Selection Committee

All eligible submissions will be reviewed by a committee consisting of two members of the Art in Public Places committee and a member of the Arts Commission. The City reserves the right to require interviews with any applicant.

Project Timeline

RFQ Issuance	September 12, 2017
Deadline for receipt	October 12, 2017
Review of proposal	October 17, 2017
Notice to proceed	November 30, 2017
Project completed	June 30, 2018

Eligibility

Individual artists residing, and 501(c)3 organizations conducting programming, in Santa Fe County are eligible to apply. For the purposes of the *Ignite* program, artists are defined as individuals who practice in the unique creation and public display or performance of visual arts, craft, sound, film, or literary arts and can demonstrate at least three years of exhibition, performance, or professional history. Individuals requesting funds must be at least 18 years of age.

An individual or organization can only receive *Ignite* funding once per fiscal year and, if funded, will not be eligible to receive *Ignite* funds for another 12 months after their project is complete. Projects being funded by any Arts Commission funds in the same fiscal year are not eligible for *Ignite* funding.

Proposals for contracts up to \$10,000, inclusive of GRT, can be submitted for one project. *Ignite* guidelines do not require a dollar for dollar match; however, applicants may present budgets that include matching funds. Funds may only be used to pay for artist fees, materials, and/or supplies and installation costs that support the project. Funds may not be used for fundraising, religious activities, capital expenses, administrative staff salaries, or durable goods.

Scope of Services/Contract Requirements

Upon selection, artists/organizations will be required to produce and deliver the final artwork at the agreed upon location, within the agreed upon timeline at a guaranteed cost. The City reserves the right to require additional design reviews and approvals. Twenty five percent of the total contract amount will be withheld until acceptance of the final artwork by the City. Payments will be made only for services rendered.

The selected individuals/organizations will be required to enter into a Professional Services Agreement (Exhibit A) with the City of Santa Fe. In addition, individuals/organizations must obtain any necessary city business license, New Mexico CRS number, and professional liability insurance.

Questions

Please call the City of Santa Fe Arts Commission at 505-955-6707 or email jncamborde@santafenm.gov.