

**CITY OF PORTSMOUTH, NH**

**RFP 16-18**

**REQUEST FOR PROPOSALS**

**FOUNDRY PLACE PARKING GARAGE PERCENT FOR ART PROJECT  
PORTSMOUTH, NH**

**Sealed Proposals, plainly marked “RFP 16-18,” Foundry Place Parking Garage Percent for Art Project on the outside of the mailing envelope,** addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, NH 03801 will be accepted until **12:00 pm on Wednesday, January 10, 2018.**

In accordance with the City’s Percent for Art Ordinance, the City of Portsmouth is requesting proposals from qualified artists for art to be incorporated into the newly constructed Foundry Place Parking Garage.

Request for Proposal forms as well as floor plans, renderings and elevations for the Foundry Place Parking Garage project may be obtained by visiting the Finance/Purchasing Department section of the City of Portsmouth website at <http://www.cityofportsmouth.com/finance/purchasing.htm> under the RFP 16-18 project listing. Addenda to this proposal, if any, including written answers to questions, will be posted on the City of Portsmouth website under the project heading.

There will be an optional information meeting and tour for artists from **9:30 - 11:30 am on Wednesday, November 8, 2017.** Interested parties are to meet at the Discover Portsmouth Center, 10 Middle Street. The meeting will include a Q&A opportunity with the architect and members of the Foundry Place Parking Garage Percent for Art Committee.

The City of Portsmouth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the City.

Requests for additional information should be directed to Art-Speak, the City Cultural Commission at (603) 512-3953 or by e-mail at [artspeakportsmouth@gmail.com](mailto:artspeakportsmouth@gmail.com)

If you have administrative questions please contact the Finance/Purchasing Department at the following number: (603) 610-7227.

**CONTINUE BELOW FOR THE COMPLETE RFP**

# CITY OF PORTSMOUTH, NH

## RFP 16-18

### REQUEST FOR PROPOSALS

#### FOR ART FOR PORTSMOUTH, NH FOUNDRY PLACE PARKING GARAGE

**Sealed Proposals, plainly marked “RFP 16-18, Art for Foundry Place Parking Garage” on the outside of the mailing envelope**, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, NH 03801 will be accepted until **12:00 pm on Wednesday, January 10, 2018**.

There will be an optional information meeting and tour for artists from **9:30 - 11:30 am on Wednesday, November 8, 2017**. Interested parties are to meet at the Discover Portsmouth Center, 10 Middle Street. The meeting will include a Q&A opportunity with the architect and members of the Foundry Place Parking Garage Percent for Art Committee.

Addenda to this proposal, if any, including written answers to questions, will be posted on the City of Portsmouth website <http://www.cityofportsmouth.com/finance/purchasing.htm> under the project heading RFP 16-18. Floor plans, renderings and elevations for the Foundry Place Parking Garage project may also be obtained using this link under the “Additional Instructions” column for RFP 16-18.

#### **PROJECT BACKGROUND/PURPOSE**

The City of Portsmouth is a historic New Hampshire port city settled in 1623. It is a compact community (16 square miles) of 21,000 residents situated directly off of Interstate 95 on the Maine / NH border. The city's scenic location on the Piscataqua River and its rich maritime and architectural history make it a popular tourist destination. There are numerous cultural organizations, historic sites, and other destinations that draw a significant amount of visitors to this part of the seacoast.

In 2006, in an effort to enhance the cultural assets of the community, the City Council adopted a Percent for Art Ordinance. The regulation requires that one (1%) percent of the bid price or negotiated contract price for the construction of all new municipal buildings or for the renovation of existing municipal buildings, in which the bid price or negotiated price shall be in excess of Two Million (\$2,000,000.00) Dollars (expressed in terms of actual construction costs exclusive of design and engineering fees), shall be contributed to the Public Art Trust for the purpose of funding public art.

Successful downtown revitalization has resulted in an increased number of businesses and residences in the downtown area generating a much higher volume of traffic. The increase has created a growing demand for parking and the city of Portsmouth has responded with plans to build a new parking garage. The location of the garage is at the junction of several neighborhoods (described below) and as such links them together providing a pass through or pivot point from one to the next. In addition, it will be the starting point for an entirely new neighborhood as the abutting parcels are developed.

The site itself is an historic location on the North Mill Pond. At one time the area was home to ten industrial structures that were part of the Portsmouth Steam Factory and the railroad. Part of the project area is on land created in 1841 by filling in portions of the original mill pond in preparation for the construction of the railroad. Prior to this, the shore line was used for a number of commercial and

industrial activities such as boat building, boat slips and distilleries. It is now surrounded by a variety of small local businesses and residential neighborhoods as well as the railroad and the North Mill Pond. There are a number of art and cultural organizations in close proximity as well as many artists and artist studios. And, it is in walking distance to the vibrant downtown.

**The Islington Street Neighborhood** is a historic residential community occupied by families. Centered around Goodwin Park, home to the Civil War Memorial, it was a street lined with beautiful homes belonging to the local elite and brewery owners as well as the middle class homes of factory management and worker's housing. Many of the old mills, now repurposed, are still part of the neighborhood, along with the existing historic homes now occupied by families. It is also home to Rock Street Park, local blacksmith Peter Happny and Islington Creek (now part of the National Historic Register).

**The North End** is bordered by Market Street Extension, High, Congress, Bridge, Maplewood and Russell Streets and includes the Vaughan Street Urban Renewal area, redeveloped in the 1960s. In the 19<sup>th</sup> and 20<sup>th</sup> centuries up through the 1960s, it was primarily an Italian neighborhood but was also a bit of a cultural melting pot that included French, Irish, African-American, Russians, Jewish, Greek and Canadian families in a neighborhood filled with homes, shops and other businesses. One of the key historic sites in the North End is the historic North Cemetery.

**The McDonough Street Industrial Neighborhood** included the large steam factory and includes the railroad tracks and the Rock Street area. It was once home to the old railroad station. Historically, McDonough Street included various mills and shops as well as workforce housing for those businesses. Many of those homes still exist and are occupied today.

**Downtown Portsmouth** is a vibrant, iconic neighborhood known for its charm, its history and its lovely architectural diversity. After several fires swept through the downtown in 1803-06 and 1813, brick became the primary construction material. The brick commercial, warehouse and residential buildings gave the city a certain character that it retains today. Later Victorian period homes were rebuilt on Congress and State Streets adding the charm and character that have come to be associated with present-day Portsmouth and gaining its listing on the National Historic Register.

For more information on Portsmouth, the Foundry Place Parking Garage Project and the surrounding neighborhoods, please visit these links:

<http://planportsmouth.com/deerstreetbridgestreet.html>

[http://planportsmouth.com/NorthEndVisionPlan-CommentsReceived\\_MasterList-PublicComments12-23-14.pdf](http://planportsmouth.com/NorthEndVisionPlan-CommentsReceived_MasterList-PublicComments12-23-14.pdf)

<http://www.cityofportsmouth.com/projects/IslingtonStreetCorridorDesignProject.htm>

<http://planportsmouth.com/masterplan/documents.html>

<https://www.cityofportsmouth.com/publicworks/parkportsmouth/foundry-place-garage>

#### **ARTIST ELIGIBILITY**

This RFP is open to all artists over the age of 18 who currently reside in the United States, but preference will be given to artists who live or have a studio in New Hampshire. Artists may submit up to three (3) proposals.

## **ART WORK / PROJECT DESCRIPTION**

Artists may submit up to three artwork proposals for consideration. As this is a project for a public space, artists may wish to consider including an educational and/or community participation component. Submitting artists might also consider collaborations with Portsmouth visual arts educators and/or local artists to develop and provide educational opportunities to students and/or teachers with regard to process, medium, content, etc. This might include student visits, hands-on projects, and activities relating to the commissioned work in a meaningful way.

## **FOUNDRY PLACE GARAGE CONSTRUCTION PLANS**

Foundry Place Garage construction plans can be found online on the City's website at the following link. Drawings are under the RELATED DOCUMENTS section:

<https://www.cityofportsmouth.com/publicworks/parkportsmouth/foundry-place-garage>

All other information related to the RFP can be found on the City's website link below under "Additional Instructions" column for RFP 16-18 at:

<http://www.cityofportsmouth.com/finance/purchasing.htm>

**The Foundry Place Garage will be at the center of a new mixed-use development to be built around it. Proposals should consider this in the concepts they present. Consider how it might shape, influence or establish the identity for this future neighborhood and how relates to the surrounding neighborhoods, residents, businesses, history and environment.**

**Proposed projects should consider including community and visitor response and interaction such as:**

- Encourage exploration
- Inspire curiosity
- Create connections
- Inform on local culture/history
- Create experience

**Areas for consideration might include, but are not limited to:**

- Garage – inside areas and outside surfaces
- Stairway tower
- Sidewalk

**Exploration of all media is encouraged-consideration need not be limited but may be given to:**

- Paint
- Ironwork
- Light
- Sound
- Multi media
- Technology based
- Kinetic works

**Excluded Areas:**

- Any area/project that requires structural changes to building
- Exterior architectural details already identified in the plans

**Some thematic tones and themes for artwork might include:**

- History
  - North Cemetery
  - Industrial Heritage
  - Railroad
- Innovation and Invention
  - Past, present and future
  - Time and space in history
- Environment
  - Salt pile
  - Water
  - Durability
- Public engagement
  - With adjacent neighborhoods
  - To connect with adjacent and local historic and cultural sites

**PROJECT MANAGEMENT**

Art-Speak, the City Cultural Commission (603-512-3953) is responsible for administering the percent for art project and overseeing the artist's work on this project. The City’s Project Manager and Engineer overseeing all technical and construction aspects of the garage construction is David Allen (603-766-5935). **All questions on project submittals should be copied to both Art Speak [artspeakportsmouth@gmail.com](mailto:artspeakportsmouth@gmail.com) AND Dave Allen ([dsallen@cityofportsmouth.com](mailto:dsallen@cityofportsmouth.com)).**

It is anticipated that the Artist shall establish a clear and consistent communication framework for the duration of the project. The proposed scope of work should include an effective project management approach that includes regular project updates and coordination between the artist and Art-Speak.

**PROJECT SCHEDULE**

October 5, 2017	Public release of RFP
November 8, 2017	Optional information meeting and tour for artists. Includes Q&A with architect and Committee members
January 10, 2018	RFP submittal deadline
January 17-March 15, 2018	Selection Committee Review/Interviews
March 19, 2018	Finalist notification(s)
April 13, 2018	Contract(s) finalized
April-August 2018	Artwork Production and Installation Phase

The selected Artist shall be expected to begin work within two weeks of contract signing.

### **SUBMITTAL REQUIREMENTS**

Proposals shall include the following and shall be organized using each of the elements listed below as section headings:

1. A current resume or CV.
2. A written statement, not to exceed three pages that addresses the artist's concept.
3. A preliminary rendering of the proposed artwork.
4. Itemized budget estimate.
5. Project timeline.
6. Up to 10 images of recent, relevant work. May be submitted on a CD.
7. A list of completed projects/works with references.

All submissions for this RFP must include a digital version, uploaded to Dropbox via this project link: <https://www.dropbox.com/request/EJhObI7it4CvPagYYYq8> as well as one hard copy. The hard copy shall be printed on two sides of the page and shall not have a plastic cover. Submissions must be received by **12:00 pm on Wednesday, January 10, 2018**. Submissions made after the deadline will not be reviewed. Please mail or deliver to:

City of Portsmouth  
Purchasing Dept.  
One Junkins Ave.  
Portsmouth, NH 03801

Submitting artists will receive notice of the selection of finalists. Submitted materials will not be returned and are the property of the City.

### **FUNDING/BUDGET**

This project is funded through the City's Percent for Art Program. The budget for this project is \$125,000. This amount must cover all design, fabrication, transportation, documentation and installation expenses, including installation insurance. Project work must be completed in accordance with all applicable statutes, laws, and regulations.

### **SELECTION PROCESS**

A selection committee consisting of representatives from the Planning Department, Art-Speak (the City's Cultural Commission) and community representatives will serve as the selection panel for this project and will use evaluation criteria as listed below. The committee reserves the right to choose either a singular or multiple projects.

## **EVALUATION CRITERIA**

Proposals will be evaluated according to the following:

1. Understanding of project goals as expressed in artist's concept
2. Qualifications of artist
  - Previous work and work samples
  - Proven ability to complete site-specific artwork based on past experience
  - Feasibility: artist's proven track record/ability to complete the work on time and on budget
  - Quality and craftsmanship of product as exhibited by past work
3. Artist Concept Characteristics
  - Originality: creativity and uniqueness of proposed artwork concept for this project
  - Quality, suitability, and appropriateness of proposed artwork in relation to the RFP
  - Maintainability: structural and surface soundness, durability and resistance to vandalism, weathering, excessive maintenance, repair costs
  - Public safety components
4. Willingness to include a plan for community or educational component relating to the art.
5. Submittal completeness
6. Proposal price

Preference will be given to artists who live in New Hampshire or have a studio in New Hampshire. The City, at its discretion, may select an artist outright or select a finalist(s) for in-person and/or telephone interviews.

## **CONTRACT DOCUMENT**

Upon selection, the highest ranking submittal/artist will be invited to enter into contract negotiations with the City. When the contract is executed by both parties, the Artist will be instructed to commence providing the work outlined in the contract. The City shall own the conceptual work(s) and hold all copyright to such works. If the City is unable to reach agreement with the highest ranking firm, the City will enter into negotiations with the next highest ranking artist.

## **ADDITIONAL INFORMATION**

During the RFP period, requests for additional information should be directed to Art-Speak, the City Cultural Commission at (603) 512-3953 or by e-mail at [artspeakportsmouth@gmail.com](mailto:artspeakportsmouth@gmail.com). Answers will not be sent directly to interested parties. Written answers to questions will be posted on the City of Portsmouth website under the project heading in the form of an addendum.

## **INSURANCE REQUIREMENTS**

Artist will be required to maintain insurance in such form as will protect the Artist from claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under this contract. Amounts and coverages shall be subject to contract negotiations.

## **RESERVATION OF RIGHTS**

The City reserves the right to negotiate a contract for specific tasks identified in this scope of work depending on funding availability.

The City of Portsmouth reserves the right to reject any or all submittals, to waive technical or legal deficiencies, to proceed or not to proceed with any additional process, or to negotiate without further process any contract as may be in the best interest of the City.

The City further reserves the right to undertake such investigation as it deems necessary to evaluate the qualifications of the Artist and to evaluate its submittal. Artists may be asked to submit releases as part of the investigation and review of qualifications. Failure to provide a release if requested will result in disqualification. All concepts, designs, information and cost-savings ideas generated by the artist(s) shall become the property of the City of Portsmouth.

The City reserves the right to negotiate directly with the artists selected for additional project work including construction administration services, and/or additional design services at the hourly rates (to be provided by the artist).