



Request for Qualifications Public Art Program Call for Artist-on-Design-Team

Issue Date: March 23, 2021

Artist Fees: In Canadian Funds (\$25,000)

Closing Date: **2:00 p.m.** Saskatoon Local Time **Thursday, May 28, 2021**

Delivery Address

2021 Artist on Design Team

City of Saskatoon

Recreation and Community Development

ATTN: Alejandro Romero email: public.art@saskatoon.ca

Purpose of this Request for Qualifications

The City of Saskatoon is seeking submissions of qualifications by professional artists to join the City's Bus Rapid Transit (BRT) Public Art Team to create a public art concept plan to be implemented as part of the final design elements and/or as stand-alone public art features at select locations along the City's BRT transit system.

Eligibility to Participate in this RFQ

This is an open call to professional experienced artists. The successful candidate will possess a proven record and have demonstrated abilities in designing, planning, implementing public art projects and will have strong organizational skills, excellent written and communication skills, and experience organizing public art installations of similar scope. Any interested party or parties may submit their qualifications to this RFQ. Proponents will ideally have previous experience working on multi-disciplinary teams integrating public art into large-scale municipal capital projects.

RFQ Terminology

Throughout this Request for Qualifications, terminology is used as follows:

- "RFQ" means Request for Qualifications;
- "letter of intention" means a description of the project with a possible direction or approach proposed by the artist in response to this RFQ. Consideration should consider diversity, inclusion and Truth and Reconciliation;
- "City" means the City of Saskatoon;
- BRT Public Art Team includes the BRT Project Manager, City Arts and Culture

Consultant, Urban Design Manager, as well as other City technical specialists.

- “Proponent” means a party, a company or an individual that has obtained a copy of this Request for Qualification and submits, or intends to submit a Public Art project in response to this “Request for Qualifications”;
- “Agreement” means the written contract resulting from this Request for Qualifications awarded to and/or executed by the City and the successful Proponent; and
- “Evaluation Team” means the Public Art Advisory Committee to evaluate Qualification and select the Preferred Proponent(s).

SASKATOON BUS RAPID TRANSIT

To meet the transportation requirements of a growing city, Saskatoon City Council approved the final routing for the BRT system, the cornerstone of the Plan for Growth in 2019. Saskatoon’s BRT system will help Saskatoon Transit accommodate the city’s expected growth while making transit a more attractive option for all. BRT is a premium transportation system designed to improve capacity and reliability compared to conventional fixed-route bus systems. It allows for more people to move more efficiently through optimized routes and dedicated travel lanes, while retaining the low-cost and flexibility of buses.

The proposed network consists of 38km of BRT, 34.5km running in mixed traffic and up to 3.5km in dedicated transit-only lanes through Downtown and College Drive and potentially Broadway Avenue.

Work on BRT design has begun with construction slated to start in 2022.

More information on the BRT system can be found here: [Transit Plan | Saskatoon.ca](https://www.saskatoon.ca/transit-plan)

SCOPE OF WORK

As a member of the BRT Public Art Team, the artist will have an opportunity to contribute to space and pedestrian-movement design. Public art may include integrated and non-integrated artwork elements as a component of overall design of BRT stations/stops. Maximizing public access and visibility of the artwork interventions are important considerations for the success of the artist’s role as the artist-on-design team.

BRT Public Art is divided into two phases:

1. Design
2. Production/Installation

This RFQ is particular to Phase 1.

Phase 1. Design

The successful artist will be responsible for developing the approach to public art within the BRT system that may include but is not limited to integrated or non-integrated public art.

In Phase 1 the artist will:

- Participate as a key member of the Public Art Team;
- Develop a theme and approach for BRT public art;
- Produce conceptual drawings and/or designs, create or recommend works of public

- art;
- Prepare presentations and present to the Public Art Advisory Committee, Crime Prevention Through Environmental Design Committee and other relevant committees or City Departments, including the BRT Branding Team.

The work is to be completed by December 17, 2021.

The scope of work in Phase 2 will be determined in Phase 1 and outlined in an agreement for Phase 2

A separate RFQ will be issued for Phase 2.

BUDGET

The artist’s fee will be allocated as follows:

Phase 1: Design Fees: artist fees to conceive and to develop the concept for artwork such that it can be integrated into the BRT system. The Total Design Fee for Phase 1 will be **\$25,000.00 + GST.**

The Phase 2 budget for the fabrication and installation of the artwork will be confirmed as Phase 1 develops.

An evaluation will be carried out at the end of the design phase. Following Phase 1, the City will issue a RFQ for Phase 2 to fabricate/install works of art or oversee the fabrication and installation of the designs and/or works of art.

PROCUREMENT

The following is the City’s estimated timeline for the Project:

Activity	Timeline
RFQ Issued	March 23, 2021
RFQ Closing	May 28, 2021
Evaluation of Submissions	June 11, 2021
Award of Contract	June 30, 2021
Project Completion	December 17, 2021

This estimated timeline is subject to change at the sole discretion of the City.

Procurement Questions:

Submit any questions to Alejandro Romero, Recreation and Community Development, Arts and Culture Consultant at public.art@saskatoon.ca

Any changes to this RFQ will be communicated to all respondents by addendum.

EVALUATION

The City will surrogate authority to the Public Art Advisory Committee (PAAC) to evaluate proposals and identify the Preferred Proponent.

The PAAC will evaluate using the criteria below:

REQUIREMENT	MAXIMUM POINTS
Quality and Relevancy of Previous Work (portfolio)	40
Experience working in multi-disciplinary teams on large scale capital projects (curriculum vitae)	30
Conceptual understanding of the project through an articulated theme and approach to BRT public art (letter of intent)	20
References	10
TOTAL	100

- 1. Quality of Relevancy of Previous work:** The abilities of the proponent in designing, planning, materials, durability of work, and implementation of similar scope in previous public art projects as described in the portfolio.
- 2. Experience working in multi-disciplinary teams on large scale capital projects:** Experience working with transit system teams to design public art installations and in the development of a public art concept plans to be implemented as part of the final design elements and/or as stand-alone public art.
- 3. Conceptual understanding of the project through an articulated theme and approach to BRT public art:** the selection committee will evaluate the proponent preliminary concept of the BRT and how well the applicant understands the City’s BRT System and the process of working with the City’s Design team as submitted in the letter of intent.
- 4. References:** All provided references must relate to previous public art work.

SELECTION AND AWARD

If the City selects an Artist, the City will invite the Artist to enter into discussions to settle all terms of the Agreement, based on the Artist timelines, including any clarifications that the Artist may have provided during the evaluation of Qualifications. The City reserves the right to negotiate changes to the project approach as discussed with stakeholders.

If for any reason the City determines that it is unlikely to reach final agreement with the Artist, then the City may terminate the discussions with the Artist and proceed in any manner that the City may decide, in consideration of its own best interests, including:

- inviting one of the other Artists to enter discussions to reach final agreement for the Project.

SUBMISSION REQUIREMENTS

1. Letter of Intent
2. Curriculum Vitae
3. Portfolio - examples of related previous work
4. References

Revisions Prior to the Closing Time

A Proponent may amend or withdraw its application at any time prior to the Closing Time by delivering written notice to the Delivery Address prior to the Closing Time.

Material Change after RFQ Closing Time

A Proponent will give immediate notice to the City of any material change that occurs to a Proponent after the Closing Time, including a change to its membership or a change to financial capability.

RFQ TERMS AND CONDITIONS

No Obligation to Proceed. This RFQ does not commit the City to select an Artist(s) or enter into an Agreement and the City reserves the complete right to at any time reject all Proponents, in whole or in part, or to otherwise terminate this RFQ and proceed with the Project in some other manner.

Confidentiality

All Qualifications submitted to the City become the property of the City and will be received and held in confidence by the City, subject to the provisions of the Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP) and other applicable legislation.

No Collusion

Nothing in this section will prevent any interested party from talking to other interested parties for the purpose of forming a team to submit qualifications to this RFQ.

Conflict of Interest

Each Respondent must make full disclosure of any commitments, relationships, or financial interests that could be seen to exercise an improper influence over the objective, unbiased, and impartial exercise of its independent judgement.

Disclosure, if any, must be made in writing and accompany the Respondent's qualification submission. If, in the sole discretion of the City, an Artist is determined to have a Conflict of Interest that, in the City's sole discretion, cannot be managed, mitigated, or minimized, the City may, in addition to any other remedies available at law or in equity, disqualify the Respondent.

No Lobbying

Artist will not engage in any form of political or other lobbying whatsoever in relation to any aspect of this RFQ, or the Competitive Selection Process, including for the purpose of influencing the outcome of the Competitive Selection Process. The use of the media for these purposes is also prohibited. Further, no such person (other than as expressly contemplated by this RFQ) will attempt to communicate in relation to the Public Art Advisory Committee directly or indirectly, with any representative of the City (including any member of City Council), or any employee of City, any Restricted Parties, or any director, officer, employee, agent, adviser, consultant or representative of any of the foregoing, or the media, as applicable, for any purpose whatsoever, including for purposes of:

- commenting on or attempting to influence views on the merits of the Artist, or in relation to other Artists;
- influencing, or attempting to influence, the evaluation, scoring and ranking of candidates, the selection of the Preferred Artist, or any negotiations with the Preferred Artist;
- promoting the Artist or its interests in the BRT project including in preference to that of other Artists; and
- criticizing the Qualifications of other Artists.

In the event of any lobbying or communication in contravention of this Section, the City in its discretion may at any time, but will not be required to, reject any and all qualifications submitted by that Artist without further consideration.

Limitation of Damages

The Artist agrees not to bring any Claim against the City or any of its employees, advisers, or representatives for damages incurred by the Artist in preparing its qualifications for any matter in respect of this RFQ.

No Partial Compensation for Participation in this RFQ

The City will not provide any compensation to Artists for participating in this RFQ Competitive Selection Process.

Debriefs

The City will, following Contract Award, upon request from an unsuccessful artist, conduct a debriefing for that Artist. In a debriefing the City may discuss the relative strengths and weaknesses of that Artist qualifications, but the City will not disclose or discuss any Confidential Information of another Artist.