

Request for Qualifications Guidelines

City of Tucson and Arts Foundation for Tucson and Southern Arizona Call to Artists: Public Art Opportunity at Fire Station No. 8

Project # (Internal Use)	PA 0311
Opportunity	Public Artist
Funding Department	City of Tucson
Ward	Ward 3
Artwork Budget	\$ 46,800 (Artist Fee and Materials)
Artist Timeline	Begins July 2021
Construction Location	The new Fire Station No. 8 at 1025 W. Prince Rd., Tucson AZ 85705
Artwork Location Opportunities	Art pieces may possibly be situated at the exterior or interior public lobby entrance to the new Fire Station. There will be an exterior entrance with covered concrete patio/walkways and exterior masonry walls where sculpture or murals could be located. Additionally, standalone works of art or two-dimensional artwork for an interior wall can be considered.
Supplementary Resources	Preliminary Floor Plan , Architectural Site Plan , Exterior Rendering
City of Tucson Public Art Program	https://www.tucsonaz.gov/files/hr/ad/7-01-1.pdf
City of Tucson Administrative Directives	https://www.tucsonaz.gov/hr/administrative-directives (7.01-1 - 7.01-7)
Online Application	https://artsfoundtucson.submittable.com/submit
Deadline to Apply	July 8, 2021 by 11:59pm Arizona Time

CALL TO ARTISTS / ARTIST TEAMS

In collaboration with the City of Tucson, the [Arts Foundation for Tucson and Southern Arizona](#) (Arts Foundation) is seeking a qualified Public Artist / Artist Team for commission.

"In Ward 3, Tucson Fire Station 8 is not just known as a fire house. It is affectionately nicknamed the House of Love. And it is one of the busiest fire stations in Tucson. The current Station 8 was built in 1968 on King Street in the Amphi neighborhood. The new station will move to a major street, built with Tucson Delivers Proposition 101 funds. The new facility will be state-of-art with increased safety protections for station personnel. All done with love." Ward 3 City Council Member Karin Uhlich

"Public art adds enormous value to the cultural, aesthetic and economic strength of our community. Fire stations are a second home to our firefighters. Incorporating public art into the design and construction of fire stations greatly enhances our ability to connect with the community through art." Chief Joe Gulotta, Tucson Fire Department

ARTS FOUNDATION MISSION AND VISION

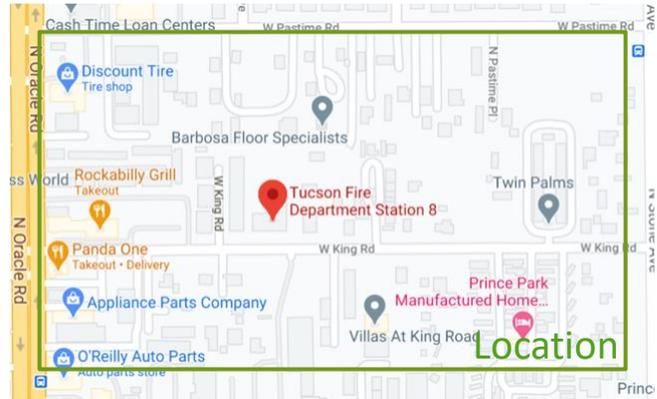
The mission of the Arts Foundation is to advance artistic expression, civic participation, and equitable economic growth of our diverse community by supporting, promoting, and advocating for arts and culture in our region. Through forward-thinking accountable leadership, the Arts Foundation for Tucson and Southern Arizona works to affect systemic change that fosters an accessible, diverse, inclusive, and equitable arts community. The role of the Arts Foundation in the City of Tucson Public Art Program is to facilitate the artist selection process and assist selected artists in the design and implementation of public art works in accordance with county policy and procedures.

CITY OF TUCSON PUBLIC ART PROGRAM PRINCIPLES AND GOALS

“The City of Tucson funds and supports public art in order to create a cityscape that contributes to the image and identity of the City. The City of Tucson’s Public Art Program aspires to meet the following goals: promote civic pride through the high quality of Tucson’s public art collection; celebrate Southern Arizona’s history, culture, and traditions; provide information and support for artists interested in creating public art; involve neighborhoods, users, and the general public in the public art process; and complement and support the City of Tucson’s economic development, neighborhood development, and downtown revitalization efforts,” (City of Tucson Administrative Directives, 7.01-1 The City of Tucson Public Art Program).

LOCATION AND PROJECT SITE DESCRIPTION

The City of Tucson is seeking an artist, artist(s) or an artist team to join a multi-talented group of architects/designers, engineers, landscape design architects, plus other technical specialists engaged in architectural and engineering design to create public art in connection with this major project work. The improvements will include the construction of a new 14,000 s.f. Fire Station. Associated work will include paved parking, concrete walkways, and landscaped areas.



The design phase is just getting started and is anticipated to finish July 2021. The artwork design timeline for the artist/teamwork is expected to align with the construction design duration with art installation anticipated to be completed before construction completes in September 2022. The selected artist should be prepared to immediately begin working with the selection panel once legally under contract to the City.

ARTWORK MEDIUM AND LOCATION

Possible locations for public artwork include the exterior of the building or the interior public lobby entrance to the new Fire Station. There will be an exterior entrance with covered concrete patio/walkways and exterior masonry walls where two or three dimensional work could be located. Additionally, there will be interior spaces in the lobby where sculpture or wall hangings could be presented.



Exterior Patio and walkway

Exterior wall space

Interior Lobby

Exterior entrance

Opportunities for Artwork Placement

ARTWORK BUDGET

The all-inclusive budget of **\$46,800** for artwork must cover any and all costs related to: design, materials, fabrication, transportation, and installation of the artwork; permits, taxes, and insurance that may be required by the City of Tucson; soil analysis, engineering, and any footing and base necessary for the artwork.

ELIGIBILITY

The Public Art opportunity is open to professional Artists and Artist Teams worldwide. All interested Artists and Artist Teams are encouraged and invited to apply, including but not be limited to individuals or teams who are engaged full-time or part-time in the production of eligible works of art, teachers of art, and emerging professional artists (*Pima County Administrative Procedures, Section 2*). Artists with previous experience working as part of a diverse design team and who currently possess the capacity to deliver the results of a large scale, long-term project are of particular interest to the Panel.

PUBLIC INTERFACE AND EXPECTATIONS

The selected Artist/Artist Team will be contracted directly with the City of Tucson to produce the artwork. The Artist/Artist Team will work with the Arts Foundation Public Art Manager, City Project Manager, Design Team, Project Engineer, and Public Art Selection Panel members.

Throughout the design phase, the Artist/Artist Team will work closely with the Panel towards approval of a final design, and before entering into the fabrication/production phase. As part of the Public Involvement process of the Tucson Public Art program, the Artist/Artist Team may be expected to attend one or more public meetings to engage with the neighboring community and to present proposed designs throughout the design process for community input and feedback. The Artist/Artist Team will adhere to protocols outlined in the City of Tucson Administrative Directives throughout the scope of the project.

SELECTION PROCESS

Artists and artwork will be chosen through a fair, equitable and informed public art selection process involving a broad array of stakeholders and the community at large. The Artist/Artist Team will be selected through an open and competitive process in which any professional artist is eligible to enter

Arts Foundation shall convene a new Public Art Project Panel for each art project based on the prescribed composition in the Public Art Selection Policy. The seven-member minimum Panel includes representation from arts professionals, working artists, the City Department sponsoring the project, involved stakeholders such as neighborhood community members (including recommendations from the Ward office), and the Project Manager.

The Panel shall select finalists based on prior artwork, written statements, and/or ideas or approaches for the project that are consistent with the scope of work in the Call to Artists. The Panel will select up to three finalists from the applicant pool. Exact dates for interviews will be scheduled once the finalists are determined. The finalists may be asked to prepare artwork proposals for presentation to the Panel during a meeting that is open to the public. As part of their proposal, each finalist shall prepare a breakdown of the budget.

Once the artist is selected, the Panel will be convened as many times as necessary throughout the project and specifically to: 1. Review the completed design. 2. Recommend any changes to the design based on their expertise and the response to community input. 3. Recommend that the artist proceed to production when satisfied that all design issues have been resolved and that the Public Involvement Plan has been implemented. (City of Tucson Administrative Directives, 7.01-4 Public Art Program Selection Policy).

TIME FRAME

Public art project timelines follow the schedule of the larger improvement. Dates are subject to change.

Tuesday, June 8 th , 2021	Call to Artist Guidelines Posted
Thursday July 8 th , 2021	Application Deadline at 11:59 p.m. Arizona Time
Late July 2021	1st Art Panel Meeting to select 3 finalists
August 2021	2nd Art Panel Meeting, Finalists Interviews
August 2021	Announcement of Selected Artist
August 2021	Completion of Approval/Contract Process
August 2021 - June 2022	Artwork Design, Public Meetings, Production, Installation

HOW TO APPLY

Please follow the instructions below and refer to the subsequent section for more information on the required application materials. Only complete applications submitted before the deadline at 11:59 pm [Arizona Time](#) will be forwarded for review. Remember to check your time zone. All application materials must be submitted electronically via the online system. Internet access is available at all Public Libraries. Technical assistance is available to address accessibility requests.

Prepare Application

- Step 1. Carefully review the Call to Artists Guidelines and read through the linked resources to ensure a clear understanding of the requirements, eligibility, expectations and scope of the opportunity.
- Step 2. Prepare required application materials as directed in the section titled “Description of Application Materials”.

Submit Application

- Step 3. Go to the online application form, Submittable: <https://artsfoundtucson.submittable.com/submit>
- Step 4. Refer to the correct listing for the Public Art Call to Artists project.
- Step 5. Create a Submittable account. If you already have an account, just login.
- Step 6. Complete Applicant Contact Information.
- Step 7. Upload Personal Narrative. Select your preferred method for submitting the statement and follow prompts to upload a written document, video or post a link.
- Step 8. Upload Résumé. Click “Add File” to upload document.
- Step 9. Upload Artwork List. Click “Add File” to upload document.
- Step 10. Upload Artwork Samples. Click “Add Files” to upload images.
- Step 11. Complete Demographic Data.
- Step 12. Review your application one last time! Then, click “Submit Application” to submit.

Notifications

- Step 13. A confirmation email will be sent to the email address provided in Step 5, within 48 hours.
- Step 14. Finalists may be invited to present to the Panel to interview.
- Step 15. All applicants will be notified of their award status by the end of August 2021.

APPLICATION HELP

If you have questions about the application process or content of your application, please contact Public Art Assistant Manager, Woods Fairchild, at woods@artsfoundtucson.org or by phone or text at 520.979.2142.

If you encounter any technical issues with the online application platform, please reach out to the Submittable team at support@submittable.com or (855) 467-8264.

To sign up to receive email notifications for future public art opportunities offered through the Arts Foundation, click here <http://artsfoundtucson.org/about/>.

To request this agency publication in an alternative format, email Woods Fairchild at woods@artsfoundtucson.org or call (520) 979-2142.

APPLICATION INSTRUCTIONS

The online application will guide you through the following prompts. Review this document thoroughly to prepare your application materials before entering information online. The information provided in this section is meant to orient you on what information you can expect to see when you are in the application portal.

Application Title

2021 Public Art Call to Artists: Fire Station 8

Welcome Statement

Welcome to the online application for the **Fire Station 8 Public Art Opportunity**.

Please review the information below prior to starting your application.

Application Deadline: Thursday, July 8, 2021 by 11:59pm Arizona Time.

Please read the published guidelines before proceeding with this application. The Call to Artists Guidelines are available to download at <https://artsfoundtucson.org/call-to-artist/call-to-artists-fire-station-no-8-public-art-project/>

If you have questions about the application process or content of your application, please contact Public Art Assistant Manager, Woods Fairchild, at woods@artsfoundtucson.org or by phone at 520.624.0595 ext. 3.

If you encounter any technical issues with the online application platform, please reach out to the Submittable team at support@submittable.com or (855) 467-8264.

Section 1: Contact Information

1. Are you applying as an Individual Artist or as an Artist Team?
 - a. Individual
 - b. Artist Team
2. Primary Artist First Name
3. Primary Artist Last Name
4. Primary Artist Pronouns (e.g. she/her; ella; they/them; ze/hir; ellos/ellas; he/him; él, etc.) Company Name (if applicable)
5. Languages of communication ability / preference (check all that apply)
 - a. Spanish
 - b. English
 - c. Additional comments?
 - d. **BRANCH:** Please feel welcome to provide additional comments regarding your language abilities and preferences
6. Company Name (if applicable)
7. Street Address
8. City
9. County
10. State
11. Country
12. Zip Code
13. Phone
14. Email
15. Website (if applicable)
16. City of Tucson Ward

If you reside in Tucson, please indicate your Ward. If you do not live within City of Tucson boundaries, please select 'Outside City of Tucson boundaries'. To check your City of Tucson Ward number, follow this link and input your street address: <https://maps2.tucsonaz.gov/zoomtucson/>. Reminder that this call is open equally to artists world-wide.

17. Pima County District

If you reside in Pima County, please indicate your Pima County Supervisorial District. If you do not live within Pima County, please select 'Outside Pima County boundaries.' To check your Pima County Supervisorial District number, follow this link and input your street address: <http://web1.pima.gov/Elections/polling-locator/>. Reminder that this call is open equally to artists world-wide.

18. Federal Congressional District

If you reside in the United States, please indicate your Congressional District. If you do not live in the United States, please select 'Outside of United States'. To check your Federal Congressional District number, follow this link and input your street address:

<https://www.govtrackus/congress/members/map>. Reminder that this call is open equally to artists world-wide.

19. Additional Artist Team Names (if applicable)

- a. Collaborating Artist 2 Full Name & Email
- b. Collaborating Artist 3 Full Name & Email
- c. Collaborating Artist 4 Full Name & Email

Section 2: Personal Narrative, Resume, Artwork List and Work Samples

1. Personal Narrative

The personal narrative should speak to the applicant's interest in the project. The narrative should address the applicant's a) artistic background (biography); b) body of work; c) interest in the project and d) interest in the community involvement aspect of the position, as an artist in Public Art.

Applicants are encouraged to be thoughtful and purposeful in the construction of this statement. The Panel will consider the statement as it relates to the portfolio of artwork samples.

Select your preferred format for submitting the personal narrative.

- a. I will be uploading my statement as a video file
- b. I will be submitting a URL link to my video statement
 - a. If there is a password required to access the video from this link, please provide it here:
(if applicable)
- c. I will be uploading my statement as a written narrative

Formatting Guidelines for Personal Narrative

a. Video Personal Narrative

Applicants may submit a video no longer than three (3) minutes in length. Artist teams may submit a video no longer than five (5) minutes in length. Videos will not be assessed on the production quality of the video. Please feel free to use the video function on your phone, webcam on a computer or a digital camera. Videos may be included as a URL link from a video hosting site (such as YouTube or Vimeo), or the video may be uploaded as a file. Acceptable file types: mp4, mov, avi, mpg, 3gp, flv, webm, wmv, mkv, m4v.

b. Written Personal Narrative

Applicants may submit a written statement no longer than 1.5 pages in length, single spaced. Artist teams may submit one document no longer than 3 pages in length. Acceptable file types: pdf, doc, docx, txt, rtf, csv, wpd, odt, wpf.

2. Résumé

Applicants may submit a resume no longer than 2 pages in length. Artists teams may submit an additional 1-page resume per artist team member. The resume is an overview of your work and accomplishments in list form. Prioritize your accomplishments, commissions, and professional experience as it relates to this opportunity, with the most recent, relevant and strongest categories in first page. Do not include portrait photographs in the resume. Acceptable file types: pdf, doc, docx, txt, rtf, wpf, odt, wpd. Resume or resumes must be uploaded as one single document.

3. Artwork List

Applicants may submit a 1-2 page list describing the artwork samples. The list should correspond to the filename for each digital artwork samples. Identify each artwork by Number, Title, Year Completed, Medium, Dimensions and brief 1-2 sentence description. Acceptable file types: pdf, doc, docx, txt, rtf, jpg, jpeg, gif, tif, tiff, png, wpf, odt, wpd, svg, csv.

4. Artwork Samples

Applicants may submit up to 5 images. Artist teams may submit no more than 10 digital images total. The digital images should represent the artistic quality of artwork completed within the last five years.

- a. Format: Images must be high-quality, at least 300 dpi. Acceptable file types: jpg, jpeg, gif, tif, tiff, png, svg.
- b. File Name: The image file name must include primary applicant's last name, a number, and the brief title of the artwork image title. Example: "Rodriguez-1-Freeflight.jpg"

Section 3: Demographic Data

The mission of the Arts Foundation is to advance artistic expression, civic participation, and equitable economic growth of our diverse community by supporting, promoting, and advocating for arts and culture in our region. Through forward-thinking accountable leadership, the Arts Foundation for Tucson and Southern Arizona works to affect systemic change that fosters an accessible, diverse, inclusive, and equitable arts community.

The following demographic information is collected as an agency-wide strategy to ensure equitable access to our programs and services, and to determine the extent to which we are fulfilling our mission and vision. This information will be used in aggregate and for internal purposes only.

Age: I was born in the following range of years... (Check one)

- 1946 or earlier
- 1947 to 1964
- 1965 to 1980
- 1981 to 1996
- 1997 or later
- I prefer not to answer

Gender identity: I self-identify as... (Check all that apply)

- Gender non-conforming
- Genderqueer
- Intersex
- Man
- Non-binary
- Two Spirit
- Woman
- I prefer not to answer
- I prefer to self-describe
 - BRANCH: I prefer to self-describe

Gender identity: I self identify as... (Check all that apply)

- Cis gender
- Non-binary
- Transgender
- Two Spirit
- I prefer not to answer
- I prefer to self-describe
 - BRANCH: I prefer to self-describe

Sexual orientation: I self-identify as... (Check all that apply)

- Asexual

- Bisexual
- Demisexual
- Gay
- Heterosexual or straight
- Lesbian
- Pansexual
- Queer
- Same Gender-Loving
- Two Spirit
- I prefer not to answer
- I prefer to self-describe
 - BRANCH: I prefer to self-describe

Disability: I self-identify as a person with a disability (a sensory, physical, mobility, health or age-related, cognitive, mental health, or other impairment or medical condition)...

- Yes
- No
- I prefer not to answer
- I prefer to self-describe
 - BRANCH: I prefer to self-describe

Cultural heritage: Which categories best describe your cultural heritage(s)? Check all that apply.

- Black/African American/African Diaspora
- American Indian, Native American, Alaska Native, Indigenous, First Nations
 - BRANCH: Please specify the Native Sovereign Nation heritage or Tribal Community Affiliations
- Arab or Middle Eastern
- Asian or Asian American
- Latino/Latinx/Hispanic/Latino Diaspora
- Native Hawaiian or Pacific Islander
- India Subcontinent
- White or Caucasian or European

How do you self-identify your race/ethnic/cultural heritages? Please self-describe:

[TEXT BOX] Limit: 100 words

Which of the following categories best describes your annual total household income?

- \$14,999 or less
- \$15,000 to \$24,999
- \$25,000 to \$34,999
- \$35,000 to \$49,999
- \$50,000 to \$74,999
- \$75,000 to \$99,999
- \$100,000 to \$149,999
- \$150,000 to 299,999
- \$300,000 or more

- I prefer not to answer

Where did you, or the person you heard about it from, learn about this application opportunity? (Check all that apply)

- Email newsletter from the Arts Foundation
- Ward / District newsletter or social media
- Article in the newspaper
- Arts Foundation website (artsfoundtucson.org)
- Radio / Podcast
- TV news station
- Word of mouth
- Instagram
- Facebook
- Twitter
- Other: **BRANCH**: Please share how you heard about this application opportunity