

# Call to Artists, Landscapers, and Garden Designers Request for Qualifications (RFQ)

## Project Title

### **Sensory Arts Garden Public Art Project**

Landscape architects, landscapers, and artists are invited to submit qualifications for the Sensory Arts Garden, an inclusive public art project to be located at and in partnership with the [Arc of Greater Boone County](#).

**Compensation:** \$47,800, inclusive of labor, materials, installation costs, site prep, and plant materials. This project will be phased as follows:

- Phase I (\$10,000): Design.
- Phase II (\$37,800): Artwork fabrication, site prep, and installation

The phases of this project may be separated by as much as one full year, pending timing of funds acquisition.

## **Deadline for Qualification Submittal**

Wednesday, October 16, 2024 at 12 pm EST by email at [hello@betterinboone.org](mailto:hello@betterinboone.org) .

## **Project Information**

The Arc of Greater Boone County assists people with disabilities and special needs to achieve their maximum potential in partnership with the community. Sensory arts gardens help people with disabilities interact with nature, music, and other forms of art to relax, find pleasure in the world, and explore the community, and certainly these benefits extend to the general public as well. As such, this sensory arts garden is focused on serving the Arc's clients, but will also fully available to the general public. This future arts garden sits along the Big 4 Trail in Lebanon, allowing an easy access point for the general public to enjoy.

The park will be located at the [southwest corner of Drake and Main Streets in Lebanon, Indiana](#). The approximate dimensions are 70'x70'. There is an additional 30 SF area

between two garages that may also be included. Photos of the site are at the end of this RFQ. The garden will need to be ADA-compliant.

This project is funded through the 180 in Color grant program of READI 1.0., and incorporates federal, state, and private funds. The grant recipient is Boone County Government, with the Boone County Economic Development Corporation (Boone EDC) serving as the project manager.

We desire to see the following in the sensory arts garden:

- All five senses should be engaged (sight, touch, sound, taste, and smell) in an interactive manner
- Artwork components should involve the [Arc Artisans](#), either wholly or in part
- There should be an abundance of color
- Multiple forms of art should be incorporated (for example, visual art AND music/sound AND literary/poetry)
- Mass-produced/purchased “art” items should be kept to a minimum, if at all
- Plantings may be conceptualized to be added annually or as funding permits, according to a master plan for the space

### **Eligibility Requirements**

To qualify for this project, applicants must:

- Be 18 years of age or older
- Be a U.S. citizen, or if not a U.S. citizen, possess documentation of legal ability to work in the United States
- Live in or be based in Central Indiana (Marion County and its seven surrounding counties)
- Carry liability insurance for the duration of the project
- Be able to meet State of Indiana worker’s compensation insurance requirements

Applicants are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Teams are eligible to apply, including teams from multiple disciplines and industries. Selection panelists and their immediate family members are not eligible for participation. No company or artist sitting on a Selection Panel may submit a proposal for the project.

### **Additional Considerations**

The Selection Committee is particularly seeking applicants who:

- Have created public art, large-scale works, or exterior public projects

- Have experience working in a multi-phased project
- Have the ability to design a garden, including identifying the labor and product/plant material needs

### **Selection Process**

Once the qualifications materials are received from interested applicants, the Selection Committee will review the applications and make selection recommendations. The Selection Committee will notify the selected applicant, enter into an agreement, and immediately set up a meeting to kick off the project. The vendor will then develop a design proposal working with The Arc and Boone County EDC.

In the case of several similarly-qualified applicants, a second selection phase including a conceptual design may be required—if this is the case, the finalists will be compensated to create early concepts to enable a decision.

### **Minimum Qualifications**

A minimally qualified application will address the following:

- The applicant's letter of interest reveals an understanding of the public art site and project description.
- The application reveals a record of practice in the art field, including completing public art commissions, or previous experience incorporating art into a landscape design
- The application includes photographs of at least 2 completed public art or landscape projects of similar or larger scale to the project under consideration.
- The applicant's past work reveals aesthetic, conceptual, and technical expertise.

### **Selection Panel**

The Selection Panel may be comprised of the following:

- Boone EDC Representative
- Boone County Representative
- Arc of Greater Boone County Representatives (2)
- Local Artist Community Representative
- City of Lebanon Representative

### **Selection Criteria**

Boone County will select the commissioned vendor based upon the following criteria:

- Experience with similar large-scale outdoor projects, including scale, complexity, and scope
- Previous performance, including adherence to budgets and schedules, quality of work, and client satisfaction.
- Demonstrated ability to understand the needs and desire of a community, constraints of the site, and appropriateness of design
- Applicant's ability to deliver innovative and effective designs and solutions
- A personal connection to the Arc's mission or designing work for people with disabilities

**Compensation**

This is a multi-phased project. The guaranteed initial fee for the project is \$23,800, of which \$10,000 is a design fee payable in Phase 1. The selected vendor will provide a multi-phased design plan, with up to an additional \$37,800 provided in Phase 2. The total project cost, all-inclusive, will not exceed \$47,800.

The chosen landscape architect, landscaper, or artist is expected to budget all materials, labor, site preparation, and equipment needed to complete the commission within this phased approach.

Please note that of the \$23,800 needed to complete phase 2 of this project, the Arc is currently applying for grants totaling \$10,000. We anticipate launching a public fundraising campaign for this project which incorporates the conceptual plan as a key element to inspire contributions.

**Project Timeline**

The project will follow this timeline:

September 10, 2024	Release of Request for Qualifications
October 2, 2024	Interested applicant Q&A via Teams at 10 am EST. <a href="#">Register here.</a>
October 16, 2024	Deadline to submit qualifications at 12 pm EST
October 28, 2024 (week of)	Selection Committee will review RFQs and select finalist artist(s)
November 1, 2024	Selection Committee notifies vendor of selection
December 13, 2024	Concept Design Due

December 14, 2024- January 24, 2025	Design refinement with final approvals
February-June 2025	Fabrication, site prep, installation, etc.
June 27, 2025	Project Completed
July 25, 2025	Final Billing

### **Application Process**

Please apply via email at [hello@betterinboone.org](mailto:hello@betterinboone.org) and include the following information:

- **Applicant Information:** Name of landscape architect, landscaper, artist, and/or team name(s), contact address, contact email, contact phone #, social media handles/info
- **Professional Bio, Resume or CV:** No longer than 3 pages
- **Work Samples:** Provide up to 5 images of past work that best represent your experience, style, and ability as it relates to this project. In addition, you may also submit up to 3 additional images of any other work (large scale or otherwise) that best represents your work over the past 10 years. Please include a list of the work samples with as much information about each of the samples as possible (include name/title of piece, location, medium, process, dimensions, year completed, cost/price/commission amount, and any other pertinent information).

### **Delivery of Applications**

All required materials must be delivered electronically by **12:00 pm (EDT) on Wednesday, October 16, 2024.**

### **QUESTIONS?**

Contact: Molly Whitehead, CEO – Boone EDC, [Hello@BetterInBoone.org](mailto:Hello@BetterInBoone.org)



**Site Photos**



