CALL FOR ARTISTS
SAN GABRIEL VALLEY AQUATIC CENTER
14804 Temple Ave, La Puente, California 91744

LA COUNTY DEPARTMENT OF ARTS AND CULTURE SEEKS
AN ARTIST OR ARTIST TEAM FOR
THE SAN GABRIEL VALLEY AQUATIC CENTER

Deadline to Apply: Sunday, August 13, 2023, 11:59 pm PST
Budget: $230,000

PROJECT OVERVIEW
The Los Angeles County Department of Arts and Culture’s Civic Art Division invites artists to submit qualifications for the San Gabriel Valley Aquatic Center (Aquatic Center) in San Gabriel Valley.

This is an opportunity for the creation of a site-specific, two-dimensional glass artwork in the upper storefront of the Aquatic Center building entrance.

No prior experience with glass artworks or with public art is required.

The Civic Art Division works with established and emerging artists to commission new artworks, community engagement activities, temporary art installations, and event-based programming for new and renovated County facilities. Completed projects and artworks are accessioned into the Los Angeles County Civic Art Collection consisting of over 500 historic and contemporary artworks from over 300 artists, including new civic art commissions, donations, and artwork purchases.

PROJECT SITE/LOCATION
While the LA County Department of Parks and Recreation operates 30 aquatic facilities, many unincorporated communities in the east San Gabriel Valley still lack adequate access to aquatic facilities. The Aquatic Center will be the first of its kind in the east San Gabriel Valley.
The Aquatic Center will consist of a pool building and offices, classrooms, an Olympic-size competitive swimming pool, a practice pool and other related amenities that will facilitate programming. Additional facilities surrounding the Aquatic Center will promote a family friendly wellness hub and include a parking lot, spectator bleachers, an electronic scoreboard, and an upcoming one-acre park with amenities. The new park will provide direct access to Allen J. Martin Park.

COMMUNITIES

The Aquatic Center, located in West Puente Valley, will serve the unincorporated areas of West Puente Valley, Avocado Heights, Bassett, Charter Oak, Hacienda Heights, Rowland Heights, and Valinda.

ARTWORK THEMES/GOALS

The commissioned artwork is intended to support the Aquatic Center site for the greatest number of visitors of all ages. It shall reflect the following goals as described by community members in preliminary outreach efforts for the Aquatic Center:

- To make the campus a source of community pride and treat the facility and park as a whole;
- To create a timeless artwork that celebrates the rich cultural history of the San Gabriel Valley;
- To create an inviting, colorful and unique environment.

SCOPE OF WORK

The selected artist will work with the Civic Art Division to create an artwork for the Aquatic Center Entrance as detailed below:

1. Community Engagement: Artist will engage with San Gabriel Valley communities to inform their project approach;
2. Artwork Proposals: Artist will develop and present two design directions for the artwork;
3. Artwork Design: Artist will finalize their selected artwork design, including fabrication and installation documents;
4. Fabrication, Installation: Artist will fabricate and install their artwork according to documents approved for the final design;
5. **Closeout:** Artist will submit project closeout documentation, including professional photography, an artwork plaque, copyright registration, artwork conservation and maintenance report and an artwork statement.

For more details on a civic art project’s scope of work, please follow this link to review a sample artist agreement: [SampleArtistAgreement_20230706.pdf](lacountyarts.org)

**ELIGIBILITY**

This call is open to:

- Artists residing or working within the Greater Los Angeles Area: Los Angeles County, Orange County, Ventura County, San Bernardino County, and Riverside County.
- Artists working in a variety of media and experience levels. **Prior experience with glass artwork or public art is not required.** Artists who lack experience with artworks of this scale are encouraged to form artist teams.

Artists will not be eligible to apply if they have been previously commissioned for a civic art project with the LA County Department of Arts and Culture in the last five years, whose budget was equal to, or exceeds, $230,000.

**BUDGET**

The maximum all-inclusive project budget is $230,000.

The budget includes all costs associated with completion of the project deliverables, including (when applicable): community engagement expenses; artist design fee; travel expenses; project assistant(s); administrative costs; production; consultant fees as necessary (architect, engineer); conservation services; auto and liability insurance; materials; artwork fabrication; storage; equipment; art installation costs; permit and inspector fees, as necessary; display costs; site preparation; signage and plaque fabrication and installation; professional photography; and contingency.

Arts and Culture may elect to revise the budget to address changes in the Scope of Work, price, or any term and condition. This will be a deliverables-based contract, with payments made as deliverables are completed and approved. In the event there are unspent funds in the budget after completion of the project, Arts and Culture may, at its sole discretion, choose to contract with the Artist for additional services.

**SCHEDULE**

- **July 6, 2023**
  - Call for Artists Release Date

- **July 17, 2023, 12:00-1:30 PM**
  - RFP Assistance Meeting

- **August 13, 2023, 11:59 PM**
  - Submission Deadline

- **September 2023**
  - Artist Selection-Submissions Review

- **Fall 2023**
  - Artist Selection-Finalists Interview

- **Fall 2023**
  - Project Start

- **Fall 2024**
  - Project Installation Completion

**RFP ASSISTANCE MEETING (RECOMMENDED)**

A virtual informational meeting about this project will be offered on July 17, from 12:00-1:30 PM.
We highly encourage all artists applying for this project to attend this meeting. Artists will learn more about the project goals, the application process, and ask questions. Please register on Eventbrite by 10:00 AM, Monday, July 17, 2023 and you will receive the link for the meeting.

TO APPLY

Application Link: All interested artists are invited to apply online through Survey Monkey Apply using the following link:

https://apply-lacdac.smaply.io/prog/san_gabriel_valley_aquatic_center

Instructions for First Time Applicants:
1. Please create an account using the green “REGISTER” button
2. Fill-out your account information
3. Once you have verified your email, make sure to use the “LOG IN’ button to re-access the application platform.

SUBMISSION MATERIALS

1. Resume/CV
Please provide 1-2 pages (maximum) outlining your professional art qualifications, which may include previous projects, experience, education/training and other related credentials.

For Artist teams, include a brief bio describing your collaboration.

2. Description of Interest
Please provide responses to the following:
   • Why this project interests you;
   • Brief description of your artistic practice, your sources of inspiration, and your method of developing high quality, innovative and meaningful artwork;

3. Work Samples
Please provide up to 10 images of your most applicable past artworks. For each artwork presented, include the date of completion, project budget, artist collaboration (if applicable), client/agency (if applicable), medium, location (if applicable), brief description of the project.

4. Standard County Provisions Verification
Please review and acknowledge the following Standard County Provisions:
   • Public Records Act
   • No Conflict of Interest (Board Policies 5.090)
   • Consideration of GAIN/GROW Participants for Employment (Board Policy 5.050)
   • Fair Chance Employment Hiring Practices (Board Policy 5.250)
   • Safely Surrendered Baby Law (Board Policy 5.135)

5. Preference Program Participation (if applicable)
Artists who have certification in one or more of the Los Angeles County’s preference programs (Local Small Business Enterprise, Social Enterprise, or Disabled Veterans Business Enterprise) must provide a copy of their certification with their submission materials.
SELECTION PROCESS

1. A selection panel composed of 2-3 arts professionals will preselect up to 10 artists for review by a larger panel composed of community members, representatives from the Supervisorial District, the Departments of Parks and Recreation, Public Works, Chief Executive Office, the design builder and arts professionals to arrive at 3 finalists and one alternate. Applications will be scored using the following criteria:

   o **Artistic Merit**: Past works and creative practice reflect high level of aesthetic quality and technical execution. Artworks are innovative and evoke response. (up to 50 points)
   
   o **Suitability for the Project**: Artist work samples and interests demonstrate suitability for the artwork themes and goals in work sample projects. (up to 50 points)

2. After finalists have been identified, they will be invited to develop artwork proposals. Artist proposals will be evaluated based on the following criteria:

   o **Artistic Merit**: Artwork Proposal reflects a high level of aesthetic quality, is innovative and evokes a response. (up to 40 points)
   
   o **Suitability for the Project, Site, Community and Artist Engagement**: Artwork Proposal demonstrates suitability for the themes and goals of the project, including site and community. The Artwork Proposal engages the community, users, and diverse stakeholders to create a meaningful artwork. (up to 40 points)
   
   o **Budget, Schedule and Project Management**: Project budget and schedule are clear, specific and detailed, indicating the artwork can be fully implemented. Artist demonstrates the ability to successfully provide project management of the scope of work including budgets, management of artwork installer and/or contractor, administrative logistics, and ability to engage with various stakeholders and audiences. Emerging public artists can include project management consultants on their artist team. (up to 17-20 points)

   Based on the project budget of $230,000, proposers will receive a maximum score of 17 points in this category. However, proposers having certification for one or more of the Los Angeles County’s preference programs (Local Small Business Enterprise, Social Enterprise, or Disabled Veterans Business Enterprise) shall receive an additional 3 points for a maximum of 20.

ADDITIONAL INFORMATION

- For questions, please contact Iris Anna Regn, Civic Art Project Manager, iregn@arts.lacounty.gov.
- For information about the Civic Art Division, please visit lacountyarts.org/experiences/civic-art.
- For additional information about the Department of Arts and Culture, please visit lacountyarts.org.
- Arts and Culture reserves the right to accept or reject any and all responses received or select submissions through another process.
- All artists who submit materials for review will receive confirmation of receipt.
- The information contained and/or any program or event described herein may be changed, amended, modified, canceled, revoked, or abandoned without notice at any time and for any reason in the sole discretion of Arts and Culture or the County of Los Angeles. The County reserves the right to waive inconsequential disparities in a submitted application.
- This Call for Artists does not constitute an offer to contract or promise for remuneration, recognition, or any other thing. Submission of any materials in response to this Call for Artists will not constitute an express or implied contract.
- Arts and Culture is committed to fostering a diverse and inclusive workforce.
STANDARD COUNTY PROVISIONS

Insurance Requirements: Selected Artist and sub-contractors will be required to have commercial general liability insurance, automobile insurance (if applicable). Selected Artist must be a registered vendor with the County of Los Angeles prior to contracting.

Public Records Act: Responses to this Work Order shall become property of the County. When Arts and Culture makes the final selection, all submissions in response to this Work Order become a matter of public record, with the exception of those parts of each submission which are justifiably defined and identified by the applicant as business or trade secrets, and plainly marked as “Trade Secret,” “Confidential,” or “Proprietary.” The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. The applicant must specifically label only those provisions of their respective submission which are “Trade Secrets,” “Confidential,” or “Proprietary” in nature.

Conflict of Interest (Board Policies 5.090): No County employee whose position in the County enables him/her to influence the selection of an applicant for this Work Order, nor any spouse or economic dependent of such employee, shall be employed in any capacity by applicant or have any other direct or indirect financial interest in the selection of an applicant. Applicant shall certify that he/she is aware of and has read Section 2.180.010 of the Los Angeles County Code. An applicant, or its subsidiary or Subcontractor is prohibited from submitting a proposal in a County solicitation if the applicant has provided advice or consultation for the solicitation. An applicant is also prohibited from submitting a bid or proposal in a County solicitation if the applicant has developed or prepared any of the solicitation materials on behalf of the County. A violation of this provision shall result in the disqualification of the applicant from participation in the County solicitation or the termination or cancellation of any resultant County contract.

Consideration of GAIN/GROW Participants for Employment (Board Policy 5.050): As a threshold requirement for consideration of a County Contract, applicants shall demonstrate a proven record of hiring participants in the County’s Department of Public Social Services Greater Avenues for Independence (GAIN) or General Relief Opportunity for Work (GROW) Programs or shall attest to a willingness to consider GAIN/GROW participants for any future employment openings if they meet the minimum qualifications for that opening. Applicants shall attest to a willingness to provide employed GAIN/GROW participants access to the Applicant’s employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities.

Acknowledgement of County’s Commitment to Fair Chance Employment Hiring Practices (Board Policy 5.250): On May 29, 2018, the Los Angeles County Board of Supervisors approved a Fair Chance Employment Policy in an effort to remove job barriers for individuals with criminal records. The policy requires businesses that contract with the County to comply with fair chance employment hiring practices set forth in California Government Code Section 12952, Employment Discrimination: Conviction History (Section 12952). Applicants are required to complete Attachment C (“Compliance with Fair Chance Employment Hiring Practices Certification”), certifying that they are in full compliance with Section 12952 for the term of any contract awarded pursuant to this solicitation.

Safely Surrendered Baby Law (Board Policy 5.135): The applicant shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. Additional information is available at www.babysafela.org.

Protest Policy (Board Policy No. 5.055): Any prospective Vendor may request a review of the requirements under a solicitation for a services contract. Additionally, any actual Vendor may request a review of a disqualification under such a solicitation, as described in the Sections below. Throughout the review process, the County has no obligation to delay or otherwise postpone an award of contract based on a Vendor protest. In all cases, the County reserves the right to make an award when it is determined to be in the best interest of the County of Los Angeles to do so.

Grounds for Review. Unless state or federal statutes or regulations otherwise provide, the grounds for review of any Departmental determination or action should be limited to the following:

• Review of Solicitation Requirements Review. The solicitation's requirements and evaluation criteria unfairly disadvantage the protestor, or the solicitation's instructions were unclear and may result in the County not receiving the best possible responses from proposers.

• Review of a Disqualified Application. The protestor's application was incorrectly reviewed and disqualified based on the solicitation's evaluation criteria.

Protest Process. Requests for review must be submitted in writing within the time specified by the Department. The request must identify the person or entity submitting the protest. The request must itemize in appropriate detail, each matter contested and factual reasons for the requested review.