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**REQUEST FOR PROPOSALS (RFP)**

**LA COUNTY DEPARTMENT OF ARTS AND CULTURE SEEKS ARTISTS TO CREATE TEMPORARY ARTWORK AND EDUCATIONAL PROGRAMMING IN COLLABORATION WITH LA CITY/COUNTY NATIVE AMERICAN INDIAN COMMISSION IN RESPONSE TO THE REMOVAL OF THE COLUMBUS STATUE**

**Project Budget:** Opportunity No. 1, $4,000, Opportunity No. 2, $7,000

**Project Location:** Grand Park, 200 N. Grand Avenue, Los Angeles CA 90012

**Date Issued:** June 30, 2020

**Due Date:** July 20, 2020

**1. OVERVIEW**

The Los Angeles County Department of Arts and Culture ("Department") seeks two Artists or Artist teams to create a temporary artwork or program, in collaboration with the Los Angeles City/County Native American Indian Commission ("Commission"), in response to the November 2018 removal of the Columbus Statue at Grand Park, downtown Los Angeles. This opportunity is for Artists to design collaborative and Indigenous-centered artwork to coincide with Indigenous Peoples Day in October and Native American Heritage Month in November.

We invite the creative community to reimagine the space where the statue of Christopher Columbus once stood, to promote truth, reconciliation, healing, and recognition of the original peoples of Los Angeles and Indigenous peoples that now call Los Angeles home. The project will be a part of a larger series, “Memory and Futurity in Yaanga,” which will also include a survey and panel on the future of monuments and Indigeneity in Los Angeles County.

The Department and the Commission recognize and acknowledge the Yaavitam, the first people of this ancestral and unceded territory of Yaanga that we now know as downtown Los Angeles. The Department and Commission honor the Yaavitam elders, past and present, and the Yaavitam descendants who are part of the Gabrieleño Tongva and the Fernandeño Tataviam Nations.

**2. PROJECT GOALS**

Selected Artists will each create a temporary artwork or program in Grand Park. The project may be a temporary sculpture, artist workshop, oral history, or other communal, land-based or interactive programming.

The project goals:

● Center the stories and traditions of the original inhabitants of Los Angeles County, the Tongva, Tataviam, Chumash, and their descendants

● Elevate authentic stories of place through a community-centered artwork or program

● Envision restorative qualities of monuments and civic art, how a monument can address inequities and injustice, and new possibilities of engagement in public spaces

**3. BUDGET**

The all-inclusive budget is $11,000. This budget includes Artists’ fees, liability insurance, and all costs associated with design, delivery, and implementation of both artworks or programs.

● **Artist Opportunity No. 1:** $4,000 for educational workshop, oral history or similar program

● **Artist Opportunity No. 2:** $7,000 for temporary artwork, artist workshop or similar program

**4. ELIGIBILITY**

This RFP is open to applicants who reside, work, study, or teach in Los Angeles County.

**5. SCHEDULE**

**July 20, 2020**  Deadline for RFQ Submissions 5:00 PST

**August 3, 2020** Selected Artists Announced

**September 7, 2020** Final Design or Program Approval

**October 12, 2020** Program (Artist Opportunity No. 1)

**November 2020** Program (Artist Opportunity No. 2)

**6. SELECTION PROCESS**

6.1 Artists must submit applications, including a letter of interest and resume to the Department. Two Artists or Artist teams will be selected for this project by a Project Coordination Committee (PCC) composed of members of the Tongva, Tataviam, Chumash community, and Commission.

**Panelists may use one or more of the following criteria in evaluating Artists’ qualifications:**

1. **The Artist’s unique qualifications**;
2. **Site Specificity**: Ability to respond to the site-specific contextual issues and considerations of a project;
3. **Project Management**: Ability to successfully manage all aspects of the project including budgets, committees, sub-contractors, installers and other construction and administrative logistics; and
4. **Community Responsiveness and Public** **Engagement**: Ability to engage the local Tribes, community and users on different levels to gain input and/or offer insight to the artwork design and concept.

Other criteria to be considered:

● Demonstrated experience with related art practice and/or Indigenous-centered programming

● Thoughtful response in letter of interest

● Ability to create a collaborative and community-inspired program, to transform a space

6.2 If an Artist proposal is selected, the Artist will be required to enter into a contract with the County of Los Angeles. Selected Artists will be required to have commercial general liability insurance, automobile insurance (if applicable), and be a registered vendor with the County of Los Angeles. During the development of the project, the Artists will work with a Project Manager selected by the Commission, which includes review and approval of the final program design.

**7. TO RESPOND**

All submittal materials must be received by **July 20, 2020 at 5:00pm Pacific Standard Time**. Any materials received after the date and time will not be accepted or considered.

Submission Materials:

1. Identification of artist opportunity: narrative programming (Artist Opportunity No.1) or temporary artwork, artist workshop (Artist Opportunity No. 2).

2. Resume including name, mailing address, phone number(s), email and web page (if applicable), biography, related work, art, or program experience. Include a team biography if applying as an artist team. Resumes should not exceed three (3) pages.

3. A maximum two-page letter of interest addressing:

* Why this project interests you;
* What role do you think public monuments or public spaces can have within a social justice context? What role do they play for Indigenous communities?
* Your artistic or community practice, your sources of inspiration, and your method of developing meaningful artwork or programs; and
* For artist teams: your respective roles and history of collaboration.

*Only letters which address all these points will be considered.*

4. Do not send original artwork.

5. Required Attachments (A-C).

To Apply:

Submittal materials for this RFP may be delivered though postal mail or the online file transfer service Wetransfer.com.

1. Submit materials through postal mail to the following address. Do not send original artwork:

Department of Arts and Culture

Civic Art Division

**Attention: Laleña Vellanoweth**

1055 Wilshire Boulevard, Suite 800

Los Angeles, CA 90017

1. Submit materials through wetransfer.com:

Wetransfer Instructions:

1. Resume and letter of interest must be saved as a single pdf document. Attachments A-C can be a separate pdf document or combined with resume and letter of interest if possible. If you are submitting two pdfs, please create and add to a file.

2. Name your pdf or file using the following naming convention: “FirstInitialLastName-Application” (example: JJones-Application). If you are applying as a collective, use the collective’s name (example: JCollective-Application). If your A-C attachments are a separate pdf, use the name “FirstInitialLastName-Attachments” (example: JJones-Attachments)

3. Submit your pdf or file through wetransfer.com to [***lvellanoweth@arts.lacounty.gov***](mailto:lvellanoweth@arts.lacounty.gov)

**8. ADDITIONAL INFORMATION**

8.1. Questions: For questions about this RFP, please contact Laleña Vellanoweth, Civic Art Conservation and Collections Manager, at [***lvellanoweth@arts.lacounty.gov***](mailto:lvellanoweth@arts.lacounty.gov)*.* For additional information about the Civic Art Division, please visit the Civic Art online at <https://www.lacountyarts.org/experiences/civic-art>.

8.2. Late Applications: *Late applications will not be considered.*

8.3. Right to Reject Submissions: *The Department reserves the right to accept or reject any and all responses received, or commission another artist through another process.*

8.4. Artist Notification: *All Artists who submit their materials for review will receive written notification of the results of the selection process, including identification of the selected Artists.*

8.5. Disclaimers: *The request for proposals does not constitute an offer to contract or promise for remuneration, recognition, or any other thing. Submission of any materials in response to this request for qualifications will not constitute an express or implied contract. 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 the Department or the County of Los Angeles. Artwork installation and programming at the Grand Park location will be dependent on Public Health and Safety recommendations. If restrictions are enacted, all programming will be adapted for online public engagement.*

8.6. Eligibility and Priority: *Artists will not be eligible for more than two County projects at any given time. Priority will be given to Artists who have had no prior commission of the same or higher budget with Civic Art.*

8.7. Form of Agreement: *Because the artwork will be located on public property, and because the County of Los Angeles is a public entity subject to laws, rules, and regulations which are not necessarily applicable to private persons or companies, the Department has prepared a form agreement for use in connection with artwork commissioned for Civic Art. A copy of the form agreement can be found on the Department of Arts and Culture website at* [*www.lacountyarts.org/civicart\_opportunities.htm*](http://www.lacountyarts.org/civicart_opportunities.htm)*. If an Artist is selected, the Artist acknowledges that they are willing and able to enter into a contract in the form made available on the Department of Arts and Culture website. The Department of Arts and Culture reserves the right to revise or change its form agreement at any time, for any reason, and to require Artists to use the revised form for contracting purposes.*

**9. STANDARD COUNTY PROVISIONS**

9.1. Insurance Requirements: *Selected Artists will be required to have commercial general liability insurance, automobile insurance (if applicable) and be registered vendor with the County of Los Angeles.*

9.2. Public Records Act: *Responses to this RFP shall become property of the County. When the Department makes final selection of the Artists, all submissions in response to this RFP become a matter of public record, with the exception of those parts of each submission which are justifiably defined and identified by the Artist 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 Artist must specifically label only those provisions of their respective submission which are “Trade Secrets,” “Confidential,” or “Proprietary” in nature.*

9.3. Conflict of Interest (Board Policies 5.090): *No County employee whose position in the County enables him/her to influence the selection of a Contractor for this RFP, nor any spouse or economic dependent of such employee, shall be employed in any capacity by Artist or have any other direct or indirect financial interest in the selection of an Artist. Artist shall certify that he/she is aware of and has read Section 2.180.010 of the Los Angeles County Code as stated in Attachment A "Certification of No Conflict of Interest."*

*An Artist, or its subsidiary or Subcontractor ("Proposer/Contractor"), is prohibited from submitting a proposal in a County solicitation if the Proposer/Contractor has provided advice or consultation for the solicitation. A Proposer/Contractor is also prohibited from submitting a bid or proposal in a County solicitation if the Proposer/Contractor 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 Contractor/Proposer from participation in the County solicitation or the termination or cancellation of any resultant County contract.*

9.4*.* Consideration of GAIN/GROW Participants for Employment (Board Policy 5.050): *As a threshold requirement for consideration of a County Contract, Contractors 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. Contractors shall attest to a willingness to provide employed GAIN/GROW participants access to the Contractor’s employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities. Contractors who are unable to meet this requirement shall not be considered for a County Contract.*

*Contractors shall complete and return the form, Attestation of Willingness to Consider GAIN/GROW Participants, as set forth in Attachment B.*

9.5 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).*

*Contractors 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.*

9.6Safely Surrendered Baby Law (Board Policy 5.135): *The contractor 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. The information is set forth in Attachment D (Safely Surrendered Baby Law) of this solicitation document. Additional information is available at* [*www.babysafela.org*](http://www.babysafela.org)*.*

**10. ATTACHMENTS**

**Required attachments:**

* + 1. **ATTACHMENT A**. CERTIFICATION OF NO CONFLICT OF INTEREST
    2. **ATTACHMENT B**. ATTESTATION OF WILLINGNESS TO CONSIDER GAIN/GROW PARTICIPANTS
    3. **ATTACHMENT C**. COMPLIANCE WITH FAIR CHANCE EMPLOYMENT HIRING PRACTICES CERTIFICATION

**Informational Attachments:**

**ATTACHMENT D**. (Safe Baby Surrender Information)

**REQUIRED FORMS – ATTACHMENT A**

CERTIFICATION OF NO CONFLICT OF INTEREST

The Los Angeles County Code, Section 2.180.010, provides as follows:

# CONTRACTS PROHIBITED

Notwithstanding any other section of this Code, the County shall not contract with, and shall reject any SOQs submitted by, the persons or entities specified below, unless the Board of Supervisors finds that special circumstances exist which justify the approval of such contract:

1. Employees of the County or of public agencies for which the Board of Supervisors is the governing body;
2. Profit-making firms or businesses in which employees described in number 1 serve as officers, principals, partners, or major shareholders;
3. Persons who, within the immediately preceding 12 months, came within the provisions of number 1, and who:
   1. Were employed in positions of substantial responsibility in the area of service to be performed by the contract; or
   2. Participated in any way in developing the contract or its service specifications; and

4. Profit-making firms or businesses in which the former employees, described in number 3, serve as officers, principals, partners, or major shareholders.

Contracts submitted to the Board of Supervisors for approval or ratification shall be accompanied by an assurance by the submitting department, district or agency that the provisions of this section have not been violated.

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Contractor Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor Official Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official’s Signature

**REQUIRED FORMS – ATTACHMENT B**

**ATTESTATION OF WILLINGNESS TO CONSIDER**

**GAIN/GROW PARTICIPANTS**

As a threshold requirement for consideration for contract award, Contractor shall demonstrate a proven record for hiring GAIN/GROW participants or shall attest to a willingness to consider GAIN/GROW participants for any future employment opening if they meet the minimum qualifications for that opening. Additionally, Contractor shall attest to a willingness to provide employed GAIN/GROW participants access to the Contractor’s employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities.

To report all job openings with job requirements to obtain qualified GAIN/GROW participants as potential employment candidates, Contractor shall email: [GAINGROW@DPSS.LACOUNTY.GOV](mailto:GAINGROW@DPSS.LACOUNTY.GOV) and [BSERVICES@WDACS.LACOUNTY.GOV](mailto:BSERVICES@WDACS.LACOUNTY.GOV).

**Contractors unable to meet this requirement shall not be considered for contract award.**

Contractor shall complete all of the following information, sign where indicated below, and return this form with any resumes and/or fixed price bid being submitted:

1. Contractor has a proven record of hiring GAIN/GROW participants.

\_\_\_\_\_\_YES (subject to verification by County) \_\_\_\_\_\_NO

1. Contractor is willing to provide DPSS with all job openings and job requirements to consider GAIN/GROW participants for any future employment openings if the GAIN/GROW participant meets the minimum qualifications for the opening. “Consider” means that Contractor is willing to interview qualified GAIN/GROW participants.

\_\_\_\_\_\_YES \_\_\_\_\_\_NO

1. Contractor is willing to provide employed GAIN/GROW participants access to its employee-mentoring program, if available.

\_\_\_\_\_\_YES \_\_\_\_\_\_NO \_\_\_\_\_\_N/A (Program not available)

Contractor Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# Telephone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Fax No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REQUIRED FORMS - ATTACHMENT C**

**COMPLIANCE WITH FAIR CHANCE EMPLOYMENT HIRING PRACTICES**

**CERTIFICATION**

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| --- |
| Company Name: |
| Company Address: |
| City: State: Zip Code: |
| Telephone Number: Email address: |
| Solicitation/Contract for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Services |

**PROPOSER/CONTRACTOR CERTIFICATION**

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 (California Government Code Section 12952), effective January 1, 2018.

Proposer/Contractor acknowledges and certifies compliance with fair chance employment hiring practices set forth in California Government Code Section 12952 and agrees that proposer/contractor and staff performing work under the Contract will be in compliance. Proposer/Contractor further acknowledges that noncompliance with fair chance employment practices set forth in California Government Code Section 12952 may result in rejection of any proposal, or termination of any resultant Contract, at the sole judgment of the County.

**I declare under penalty of perjury under the laws of the State of California that the information herein is true and correct and that I am authorized to represent this company.**

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| --- | --- |
| Print Name: | Title: |
| Signature: | Date: |







