



# **CALL FOR ARTIST (RFP)**

## **Hall of Records – Regional Planning 13<sup>th</sup> Floor**

CALL FOR ARTIST (RFP) – HALL OF RECORDS – REGIONAL PLANNING 13<sup>th</sup> FLOOR



**CALL FOR ARTIST (RFP)**

**LA COUNTY DEPARTMENT OF ARTS AND CULTURE SEEKS ARTIST(S) OR ARTIST TEAM(S) FOR A PERMANENT ARTWORK AT THE HEADQUARTERS OF THE DEPARTMENT OF REGIONAL PLANNING**

**Project Division:** Civic Art Division  
**Project Budget:** \$70,000  
**Project Location:** 320 West Temple St, Los Angeles, CA 90007  
**Date Issued:** Wednesday, September 8, 2021  
**Deadline:** Friday, October 8, 2021  
**Project Timeframe:** Fall 2021 – Fall/Winter 2022

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Apply online: [https://apply-lacdac.smapply.io/prog/hall\\_of\\_records\\_-\\_regional\\_planning\\_13th\\_floor/](https://apply-lacdac.smapply.io/prog/hall_of_records_-_regional_planning_13th_floor/)



Art Location: Flex Space (lobby), Hall of Records - Regional Planning 13<sup>th</sup> Floor

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### 1. PROJECT OVERVIEW

- 1.1. The Los Angeles County Department of Arts and Culture's Civic Art Division seeks Artist(s) or Artist team(s) to submit their qualifications to commission of a permanent artwork in the main lobby/living area of the Regional Planning Office on the 13<sup>th</sup> floor of the Hall of Records.
- 1.2. The Civic Art Division strives to create artworks that reflect aesthetic and technical quality, innovation, site-specificity, and civic engagement. The selected Artist(s) or Artist team(s) will be asked to conduct research and create an artwork that is specific to the site through creative civic engagement, design meetings, site visits, oversee budgets, manage timelines, and work with conservator, structural engineers, fabricators, installers, and other subcontractors.
- 1.3. This Call for Artist – Request for Proposal (RFP) is composed of two parts: **Part A Qualification**, requesting all interested artists submit their qualifications, which will be used to create a short-list of the highest-ranked artists; and the **Part B Proposal**, inviting those short-listed artists to submit proposals. Part A is open to all interested parties. The Part B Proposal is limited to three finalists selected during Part A.

### 2. ELIGIBILITY

- 2.1. This art opportunity is open to local artists residing or working within the Greater Los Angeles Area: Los Angeles County, Orange County, Ventura County, San Bernardino County, and Riverside County.
- 2.2. Artists will not be eligible to apply if they have been commissioned for a civic art project with the LA County Department of Arts and Culture in the last five years, whose budget was higher than \$70,000.

### 3. PROJECT SITE

- 3.1. Regional Planning started in Los Angeles County in 1922 with the establishment of the Regional Planning Commission (RPC), a body that still exists and is responsible for advising the Board of Supervisors on all planning matters. It is the oldest planning body in the United States. The roots of the Department of Regional Planning (DRP) lay in providing staff advice and assistance to the Regional Planning Commission. It became an independent Department in 1974 and continues to support the Commission and Board of Supervisors.
- 3.2. The Department of Regional Planning performs all land use planning functions for the unincorporated areas of Los Angeles County. Their services include long range planning, land development counseling, project/case intake and processing, environmental review, and zoning enforcement for each of the County's unincorporated communities.
- 3.3. The Regional Planning Headquarters is located in the Los Angeles County Hall of Records, a solid and stolid example of mid-century Modernism. This fifteen-story structure was designed by Richard Neutra and Robert Alexander in collaboration with sculptor Malcom Leland, who designed the screen to the right of the louvres as a feature to incorporate ornamentation into the modernist T-shaped building.

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## 4. ARTWORK THEMES

4.1. The artwork will embrace both the history and current efforts of the Department and celebrate the diversity of past and present communities of Los Angeles County. Community engagement will be required as an essential element for this project.

4.2. Artwork Goals and Intentions:

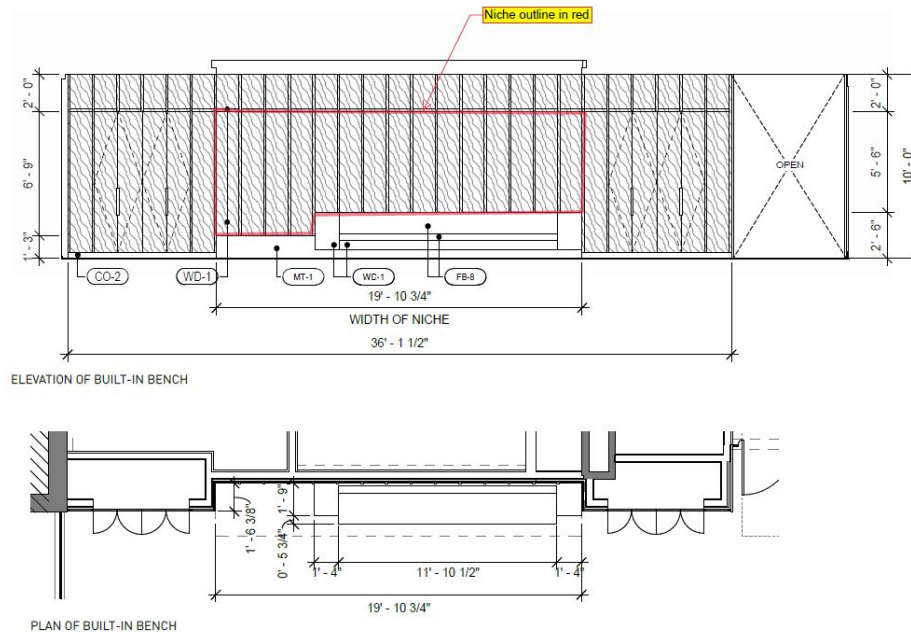
- Celebrate **Los Angeles County communities**, their cultures and history
- Celebrate Los Angeles County **Geography**
- Celebrate the **Department's role in Planning**
- Celebrate the **Hall of Records and Richard Neutra** as its Architect
- Celebrate the **Department's upcoming 100 years anniversary**

## 5. ARTWORK LOCATION

5.1. The commissioned artwork will be in the Flex Space, in the wooden niche above a built-in-bench. The Flexi Space is located at the core of the Regional Planning Headquarters' main lobby.

The Flex Space will be used primarily by Regional Planning staff, yet other County departments' staff and the general public will be invited for general meetings and special events.

FLEX SPACE - NICHE ABOVE BUILT-IN BENCH



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### 6. BUDGET

- 6.1. The all-inclusive budget is \$70,000. This budget includes Artist's fees, insurance, and all costs associated with design, fabrication, delivery, installation, and community engagement.
- 6.2. Artist payments will be based on submitted invoices on a milestone basis. In the event there are unspent funds in the budget after completion of the project, the Department may, at its sole discretion, choose to contract with the selected Artist(s) for additional artwork or related services.

### 7. APPLICATION PROCESS

- 7.1. Artist or Artist Team Teams can apply online using the following link:  
[https://apply-lacdac.smapply.io/prog/hall\\_of\\_records\\_-\\_regional\\_planning\\_13th\\_floor/](https://apply-lacdac.smapply.io/prog/hall_of_records_-_regional_planning_13th_floor/)

#### INSTRUCTIONS for First Time Applicants:

- 1) **Please create an account** using the "REGISTER" green button;
  - 2) Make sure to **fill out your eligibility profile** as an **"individual"** and as an **"individualartist"**, even if you are applying as Artist Team;
  - 3) **Fill-out your account information** (if you are applying as Artist Team please select onemember as the main contact for the team);
  - 4) If you **Verify your email**, please make sure to use the "LOG IN" button to re-access the application platform.
- 7.2. Online application includes:
    - **Artist Resume/CV** (Artist Teams include resumes of all artists applying).
    - **Description of Interest** in the project though the response to the following:
      - Briefly describe why this project interests you;
      - Briefly describe your artistic practice, your sources of inspiration, and your method of developing high quality, innovative and meaningful artwork;
    - **Up to (10) images of previous artworks**
      - Applicants may upload more than one photo of an individual artwork (showing different angles or details).
      - Please do not merge more than one image per file.
      - If applying as an Artist team, identify all artists of the work.
      - Name your files using the following naming convention: "FirstInitialLastName-Image1" (example: JJones-Image1). If you are applying as an Artist team, use the team's name (example: JCollective-Image1).
    - **Acknowledgement of the following Standard County Provision:**
      - 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):

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### 7.3. Application Deadline: October 8, 2021, 5:00 PM PST

## 8. ONLINE WORKSHOP

- 8.1. An optional online workshop about this project will be offered on Wednesday, September 20 at 5:00 PM. We highly encourage all artists interested in applying to this project to attend this workshop. This workshop is an excellent opportunity to get additional information on the project, ask questions, receive technical assistance with the application, and better understand the selection process.
- 8.2. RSVP to [ocrucitti@arts.lacounty.gov](mailto:ocrucitti@arts.lacounty.gov). Indicate “Hall of Records-Regional Planning 13th Floor WORKSHOP” in the subject line. After you RSVP, you will receive an email with a link to the Zoom meeting.

## 9. SELECTION PROCESS

- 9.1. The Civic Art Division will assemble an Artist Selection Panel called the Project Coordination Committee (PCC), who will evaluate Part A: Statement of Qualifications and Part B: Proposals. The PCC will select an Artist or Artist team through this two-part process.

### 9.2. Part A: Statement of Qualifications

After receipt of Artists’ responses to this opportunity, the PCC will review and score the submitted qualifications. Artists or Artist teams invited to Part B will be asked to create a proposal and will receive a \$1,000 stipend to develop it.

Applications will be scored using the following criteria (**up to 100 points**):

- Technical and Aesthetic quality of past works: Past works and creative practice reflect high level of aesthetic quality and technical execution. The concepts reflect originality and evoke response (up to 50 points).
- Suitability for this project: Artist portfolio and interest demonstrate suitability for the artwork themes and goals outlined for this specific civic art project (up to 50 points).

### 9.3. Part B: Proposals

In this Phase, the artists short-listed in Part A will be asked to develop a proposal that they will individually present to the PCC. With guidance from the Civic Art Division, the PCC will review the artists’ proposals, conduct interviews, and select the Artist or Artist team who will be commissioned for the new artwork.

Artists will be scored using the following criteria (**up to 100 points**):

- Art and Creative Practice: Artwork reflects authenticity, originality, evokes response or inquiry (up to 40 points).
- Site Specificity and Community Responsiveness: Artwork demonstrates relevance and is appropriate for the site, architecture, occupants, visitors, and ability to engage the staff and diverse stakeholders to gather input and or offer insight into the artwork design and concept (up to 30 points).
- Three Professional References (up to 10 points).
- Feasibility: The project budget and the project schedule are clear, specific, and detailed, indicating the artwork can be fully implemented (up to 10 points).
- Permanence and Public Safety: Proposed artwork is materially and structurally sound and does not create unsafe conditions nor

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utilizes unsafe materials (up to 10 points).

Participation in County’s Preference Programs will provide applicants with 5 points for each program, including Local Small Enterprise, Disabled Veterans Business Enterprise, and or Social Enterprise. Each program will receive 5 points (up to 15 points).

9.4. The selected Artist(s) 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 become a registered vendor with the County of Los Angeles (registration is free). During the project’s development, the Artist(s) will work with a Civic Art Project Manager for necessary reviews and approval of the final design and all the technical aspects of the project.

### 10. PRELIMINARY SCHEDULE

<b>September 20, 2021</b>	Optional Artist Assistance Workshop
<b>October 8, 2021</b>	Deadline for Submission for Call for Artists 5:00 PST
<b>Mid-Late October 2021</b>	Selection Meeting, Part 1 Review of Artworks and Qualifications, Selection of Artists to be Interviewed
<b>Late November, 2021</b>	Selection Meeting, Part 2 – Artists Interviews and Selection of Finalist(s)
<b>December 2021</b>	Project Start
<b>Fall/Winter 2022</b>	Project Completion

### 11. ADDITIONAL INFORMATION

*Questions:*

For questions about this Call for Artist, please contact **Civic Art Project Manager OttaviaCrucitti** at [ocrucitti@arts.lacounty.gov](mailto:ocrucitti@arts.lacounty.gov) before October 8, at 5:00 PM. For additional information about the Civic Art Division, please visit <https://www.lacountyarts.org/experiences/civic-art>.

*Late Applications:*

Late applications will not be considered.

*Right to Reject Submissions:*

Arts and Culture reserves the right to accept or reject any and all responses received, or commission another artist through another process.

*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.

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### *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 proposal 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 Arts and Culture or the County of Los Angeles. If restrictions are enacted, all programming will be adapted for online public engagement.

### *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 Civic Art commissions of the same budget.

### *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, Arts and Culture 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 <https://www.lacountyarts.org/experiences/civic-art/resources>. 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 purpose.