



## REQUEST FOR QUALIFICATIONS

LA COUNTY ARTS COMMISSION SEEKS AN ARTIST TO CREATE  
PERMANENT ARTWORK FOR **ZEV YAROSLAVSKY FAMILY CENTER**  
**EAST LOBBY**

Project Budget: **\$92,000 Total Artwork Budget**  
Project Location: Zev Yaroslavsky Family Support Center  
7555 Van Nuys Blvd. Van Nuys. CA 91405

**DATE ISSUED:** Sept 13, 2018

**DUE DATE:** November 1, 2018

East-facing  
windows onto  
Van Nuys  
Boulevard



Fig. 1: East-facing windows of East Lobby (view looking South)

### OVERVIEW

The Los Angeles County Arts [Commission Civic Art Program](#) seeks an artist or artist team to create a large scale, interior artwork for [Zev Yaroslavsky Family Support Center](#). The Center, which opened its doors in October 2015, is a community-based, integrated service, multi-agency facility that allows for seamless delivery of health and human services. It provides essential assessments, services, and referrals linked to a range of County and community resources that are family-focused, culturally sensitive, responsive, and accessible. The Zev Yaroslavsky Family Support Center co-locates and integrates services of seven County Departments: Public Social Services, Children and Family Services, Child Support Services, Health Services, Mental Health, Public Health, and Probation—all in a single campus.

The Center is also home to [Inverted Landscape](#) an award winning Elena Manferdini sculpture in the Entrance Hall and [Future Memories](#) by Lynn Criswell in the employee lunch rooms. Funding has been identified for an artwork in the East Lobby that will help to create an inviting atmosphere for visitors. The artist or artist team for this artwork will be responsible for design services, fabrication oversight, and installation.

More information about the Zev Yaroslavsky San Fernando Valley Family Support Center and existing artworks can be found at <http://www.lacountyarts.org/civcart/projectdetails/id/222>.

## GOALS AND LOCATION OF ARTWORK

Civic Art is an essential element of the vision and implementation of the Center. The artwork will resonate with the facility's patients, visitors, and staff, and reflect the Center's purpose, which is to bring together multiple family agencies under one roof to foster collaboration and ease of client experience. The goal of the artwork is to create an uplifting environment in an area that introduces patients to the facility. The artwork will address the space of the East Lobby, a waiting area for visitor check-in before they are directed to their appointment or interviewed to assess their needs. With the East Lobby's expansive glass street frontage, the artwork may also be visible from the exterior of the Center, marking a significant corner of the building at the intersection of Van Nuys Boulevard and Saticoy Street.

While the artwork will address the whole of the East Lobby, specific locations for the artwork within the space include suspension from the soffit along the East- and North-facing windows, and adhesion to the glass; alteration of the flooring; placement on the flooring (including the current children's play area). The artwork cannot be suspended from the central wooden ceiling element. Also, while the artwork will complement other artwork in the lobby, applicants are strongly discouraged from directly referencing existing artwork, (i.e. the proposed artwork should not be floral). All artwork submissions must also take into account the broad age range of the visitors as regards their safety. The artwork must also be easily maintainable.

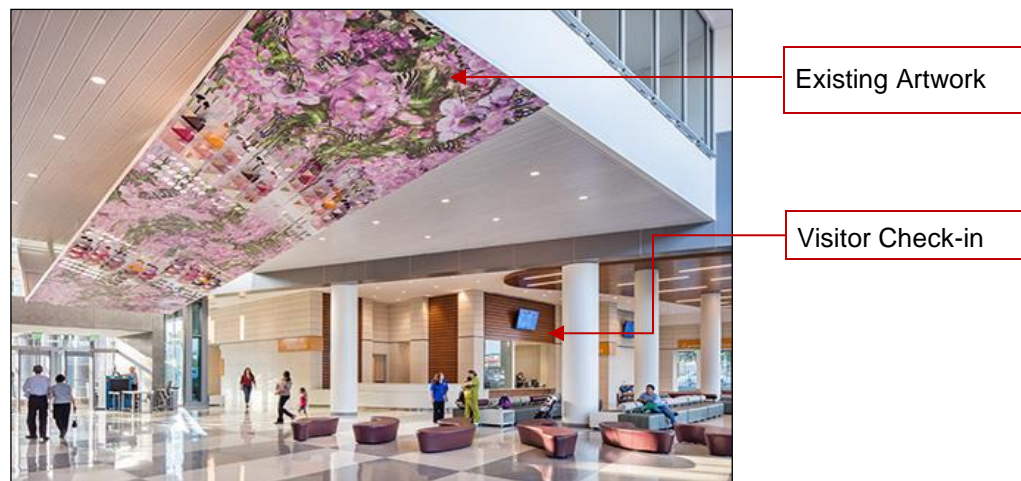


Fig. 2: Entrance Hall and Visitor Check-In at East Lobby (view looking Northwest)

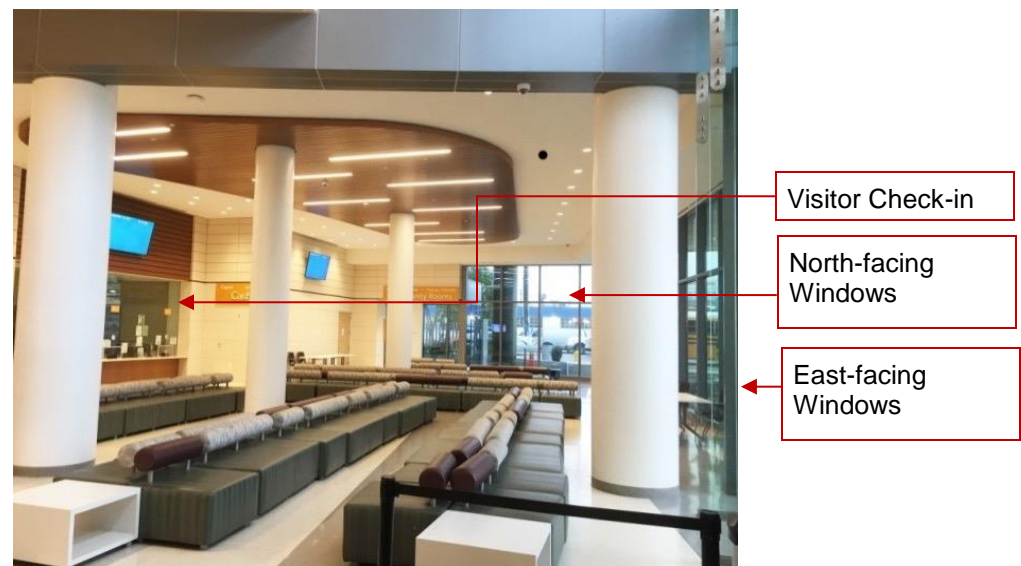


Fig. 3: Photograph of East- and North-facing windows of East Lobby (view looking North)



Fig. 4: Family Support Center from Corner of Van Nuys and Saticoy Boulevards

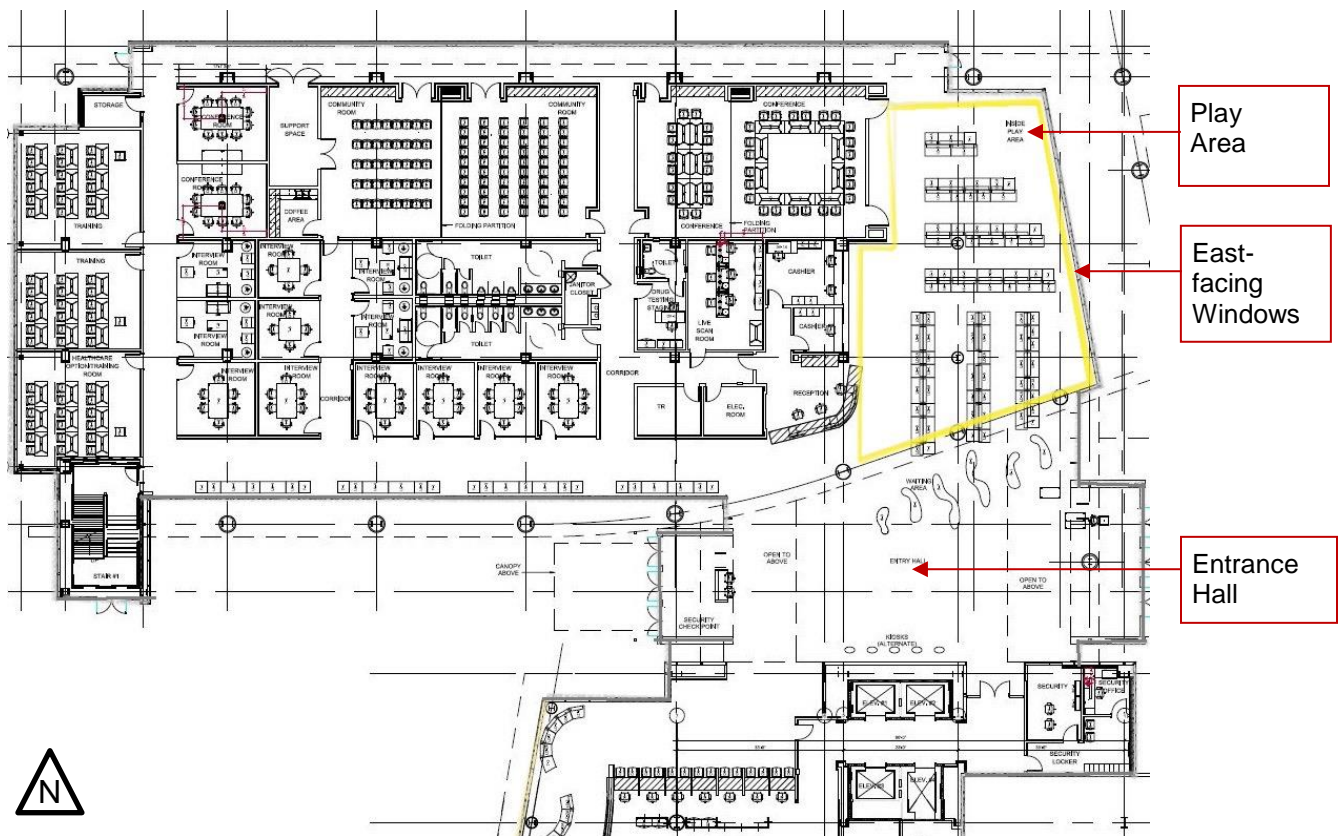


Fig. 5: Floor Plan of Family Support Center with East Lobby outlined in Yellow

## BUDGET

The all-inclusive artwork budget is approximately \$92,000. This budget includes artist fees, liability insurance, artist travel, and all costs associated with the design, engineering, fabrication, permitting, delivery, and installation of the artwork.

## TARGET DATES

October 2, 2018	<a href="#">RFQ Process Workshop</a> (optional)
<b>November 1, 2018</b>	<b>Deadline for RFQ Submissions 5PM PST</b>
Fall/Winter, 2018	Finalists Interviews/ (3) Artists Selected to Develop Proposals
Spring, 2019	Artist and Artwork Proposal Selected
Summer, 2019	Artwork Final Design Complete
Summer, 2019	Fabrication Start
Winter, 2019	Artwork Installation Complete

## RFQ PROCESS WORKSHOP (OPTIONAL)

Potential applicants are invited to discuss the RFQ process with the Los Angeles County Arts Commission [Civic Arts Program](#), including [Zev Yaroslavsky Family Support Center East Lobby RFQ](#) and strategies for successful portfolio submissions. Questions raised in the workshop will be posted publicly on the Arts Commission website on **October 8, 2018**.

Date and time: October 2, 2018 at 6PM-7:30PM

Location: Los Angeles County Arts Commission  
1055 Wilshire Blvd., Suite 800  
Los Angeles, CA 90017

RSVP: Required by Thursday, September 27, 2018  
Please RSVP to [BMACGILLIVRAY@ARTS.LACOUNTY.GOV](mailto:BMACGILLIVRAY@ARTS.LACOUNTY.GOV)  
SUBJ: ZEV YAROSLAVSKY FAMILY SUPPORT CENTER RFQ



## ELIGIBILITY

This civic artwork is open to professional artists residing or working within the United States that have had experience with large scale projects. Artists who have not had large scale project experience are encouraged to apply in artist teams with the appropriate experience. Artists who have artwork in the [County's Civic Art Collection](#) will be eligible if this project has a higher budget than the previously commissioned project or if the artist has not done a civic art project with the Arts Commission for five years.

## RFQ SELECTION CRITERIA

The Los Angeles County Arts Commission Civic Art program strives to create artworks which reflect aesthetic and technical quality, innovation, site-specificity, and civic engagement. The selected artist or artist team will be required to participate in a rigorous design process. This process includes research through site visits and design meetings, conservator review, structural engineering, budget tracking, and timeline management.

Artists will be selected on the basis of their qualifications, as demonstrated by the quality of their past work and suitability of their artistic expression for this particular site. Artist applications will be evaluated on the following criteria:

Artist Selection Criteria	
Artwork	<ul style="list-style-type: none"><li><input type="checkbox"/> Proven artistic merit and strong professional qualifications that demonstrate the artist's ability to achieve the guiding principles of the Civic Art Program: aesthetic and technical quality; innovation; site specificity; civic engagement; and the ability to transform a space and user experience</li><li><input type="checkbox"/> Ability to create artwork for the potential location(s) indicated in this RFQ</li></ul>
Function/Technology	<ul style="list-style-type: none"><li><input type="checkbox"/> Artist or artist team demonstrate ability to effectively assess the spatial and technical conditions of an architectural space and propose an integrated, easily maintainable, permanent artwork</li><li><input type="checkbox"/> Experience completing a prior artwork with a minimum budget of \$50,000</li></ul>
Process	<ul style="list-style-type: none"><li><input type="checkbox"/> Artist or artist team demonstrate ability to execute project within project timeline</li><li><input type="checkbox"/> Artist to demonstrate ability to work within the given budget (refer to attached preliminary budget worksheet)</li><li><input type="checkbox"/> Artist or artist team to demonstrate ability to work with a multidisciplinary team, for example, government agencies, architects, and engineers</li></ul>

**Only artists who meet these criteria should apply.**

## TO APPLY

Application materials must be received on or before **Thursday, November 1, 2018 at 5PM PST**. Any application materials received after the date and time specified above will be rejected, considered non-responsive, and returned to the Artist unopened.

Submit the following materials:

1. A résumé including name, mailing address, phone number(s), fax, email, and web page (if applicable). If applying as an artist team, include a team bio. Résumé should not exceed three (3) pages.
2. A letter of interest (maximum two-pages), addressing:
  - ☐ Why this project interests you;
  - ☐ How you have worked with a government agency, designers, and/or local residents to develop an artwork;
  - ☐ Your demonstrated project approach when faced with restricted site conditions, strict technical constraints, and materials requirements, including specifications for size, strength, and engineering capacities such as, but not limited to, seismic regulations, wind load constraints, and signal interference;
  - ☐ Your artistic practice, your sources of inspiration, and your method for developing high quality, innovative, and timelessly meaningful artwork;
  - ☐ For artists teams: your respective roles and collaboration history;

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

3. Up to ten (10) images of your relevant work (refer to Artist Selection Criteria above)
  - ☐ Submit digital images in JPEG format, PC compatible, no larger than 1920x1920 pixels resolution (**NOTE:** do not zip or stuff your files). Each image must be unlocked and downloadable.
  - ☐ Label each image with artist's last name, first name, and a two-digit number that corresponds to the annotated image list—for example JonesJane01.jpg, JonesJane02.jpg.
4. An annotated image list, that indicates:
  - ☐ Title, date, medium, and dimensions;
  - ☐ Location of artwork;
  - ☐ Brief project description (maximum 100 characters);
  - ☐ Project budget;
  - ☐ Commissioning agency or client, and project manager, if applicable.
5. Three professional references, with title, phone and, email addresses included.

The preferred method for submitting materials for the RFQ is to upload your files to a file sharing service such as [Dropbox](#).

### **Dropbox Link Instructions:**

1. Sign in to [dropbox.com](https://www.dropbox.com), or sign up for an account if this is your first time using Dropbox.
2. Create a folder using the following naming convention "FirstInitialLastName-Application" (example: JJones-Application). If you are applying as a firm, use your firm's design instead of FirstInitialLastName (example: JonesStudio-Application).
3. Upload the files per our application materials guidelines (*above*).
4. Once you have created your folder and uploaded your application materials, share viewing privileges with the Arts Commission by hovering your cursor over the folder you want to share and click "Share."
5. The next prompt or pop up screen will ask if you want to create a link (if you haven't already designated your folder from the start as a "Shared Folder"). If a link hasn't been created, click "Create a link." If a link was already created, click "Copy link."

**NOTE:** Do not send the requested materials as attachments to an email. Instead, forward a link to the shared files folder to: [BMacGillivray@arts.lacounty.gov](mailto:BMacGillivray@arts.lacounty.gov), SUBJ: ZEV YAROSLAVSKY FAMILY SUPPORT CENTER

The link will be copied to your clipboard. After which, you can then paste it to the body of an email addressed to [CivicArt@arts.lacounty.gov](mailto:CivicArt@arts.lacounty.gov)

## **SELECTION PROCESS**

The civic artist will be selected through a two phased process:

In the first phase, artists' responses to this RFQ will be evaluated anonymously by the Project Coordination Committee (PCC) with facilitation by the Civic Art Project Manager. Up to 3 finalists and one alternate will be shortlisted for the second phase.

This PCC is composed of an Arts Deputy, an Arts Commissioner, one representative each from the Departments of Health Services, Public Social Services, Mental Health Services, Child Support Services, Public Health, Probation, Child and Family Services, and two arts professionals. The Civic Art program staff serves as a non-voting advisor to the PCC. Artists should send images that can be understood by an audience that is not professionally versed in the arts. **NOTE:** artists should not send art proposals in response to this RFQ.

During the second phase of the selection process, finalists will be invited to develop a conceptual design proposal and presentation to the PCC. With guidance from the Civic Art program, the PCC reviews artist applications, conducts finalist interviews, selects the artists or artist teams, and reviews the project from design development through artwork installation.

## ADDITIONAL INFORMATION

For questions about this RFQ, please contact Iris Anna Regn, Civic Art Project Manager, at [IRegn@arts.lacounty.gov](mailto:IRegn@arts.lacounty.gov). For additional information about the Civic Art Program, please visit the Civic Art Program online at [LACountyArts.org/experiences/civic-art](http://LACountyArts.org/experiences/civic-art).

- *Do not send original artwork.*
- *Late applications will not be considered.*
- *If artists are applying as a team, the team must be declared at the time of application in the letter of interest. Include a team bio that outlines the roles and responsibilities of each member as well as a brief resumes for all team members with application. Please submit a minimum of 5 images per team of completed or proposed projects, not per artist.*
- *The Arts Commission reserves the right to accept or reject any and all responses received, or commission an artist through another process.*
- *All artists who submit their materials for review will receive written notification of the results of the selection process, including identification of the selected artist(s).*
- *This request for qualifications does not constitute an offer to contract or a 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 at the sole discretion of the Arts Commission or the County of Los Angeles.*
- *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 greater budget with the Los Angeles County Civic Art Program.*
- *If artwork proposal and/or design are selected, artist will be required to enter into a contract with the County of Los Angeles. 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 Arts Commission has prepared a [form agreement](#) for use in connection with artwork commissioned for the Civic Art Program. A copy of the form agreement can be found on the Arts Commission's website, at [LACountyarts.org/civcart\\_opportunities.htm](http://LACountyarts.org/civcart_opportunities.htm). If the artist (or artist team) is selected, the artist (or artist team) acknowledges that he/she/they are willing and able to enter into a contract in the form made available on the Arts Commission website. The Arts Commission 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.*

## DEFINITIONS

*Project Coordination Committee:* means representatives from involved County departments, the Chief Executive Office and the County Arts Commission.

*Artwork:* means the work as ultimately conceived, designed, fabricated and installed by the Artist after consultation with and approval by the Project Coordination Committee and applicable jurisdictional agencies.

*Artist Team:* means a professional collaboration of individual artists and consultants who do not necessarily operate under a single entity.