
The City of Traverse City

Office of the City Manager

GOVERNMENTAL CENTER

400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4440
(231) 922-4476 Fax



May 20, 2016

Bidder:

The City of Traverse City will receive bids directed to the Traverse City Arts Commission, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, 49684, until **FRIDAY, JUNE 17, 2016, at 5:00 PM** for the following:

BRYAN CROUGH MEMORIAL ARTWORK REQUEST FOR QUALIFICATIONS
(specifications attached)

If the specifications are obtained from the City's website link at: http://www.traversecitymi.gov/bids_and_rfps.asp, it is the sole responsibility of the Bidder to check the website for updates and addenda prior to the bid being submitted. Bidder may also sign up to receive notifications when bids and RFPs are posted by sending an e-mail requesting same to jdalton@traversecitymi.gov

The City of Traverse City reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of the City.

The City accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder. Only the successful Bidder will be notified.

You must submit a completed online application prior to the above-indicated time and date or the bid will not be accepted. **Hard copy bids will be accepted, however online bids are recommended and preferred. Please visit https://www.callforentry.org/festivals_unique_info.php?ID=3420.**

Please note that if you have previously submitted an informal quote, you will still need to submit a sealed bid prior to the date and time specified above in order to be considered. Please ensure that all requirements listed in the specifications are met.

If you have any questions, please contact Katelyn Zeits, Deputy City Clerk, Traverse City Arts Commission Designated Secretary, at (231) 922-4480 before the bid is submitted.

PLEASE SUBMIT BID TO: Julie Dalton, Purchasing Agent
400 Boardman Avenue, 2nd floor
Traverse City, MI 49684

PROJECT INTENT

The Traverse City Arts Commission is seeking to commission a new work of art to be placed in downtown Traverse City in honor and recognition of the late DDA Executive Director Bryan Crough. Bryan served our community with passion and flair for over 30 years. The memorial art will reflect Bryan's life, spirit, and passion for downtown Traverse City.

The Arts Commission wants to inspire residents and visitors with a provocative work of art that Bryan would love. He was a knowledgeable art collector, and we are looking for a thoughtful centerpiece work that honors his serious love of art; something beyond a conventional bronze statue (Traverse City is already home to several such works). It should integrate well with the site while retaining its own integrity as a work of art. Sculptures created with commercial molds, patterns, kits, or copies are ineligible. It must have a sense of movement and dynamism that reflects the active, energetic community leader that Bryan was. It should be interactive, and make those who view it think, "Wow!" We need a work that is durable and can stand up to the elements of Northern Michigan. It needs to be produced and maintained within our current \$50,000 budget, and by our installation deadline of June 13, 2017.

Submitted qualifications will be judged by the Art Commission-appointed Art Selection Panel. The panel will select finalists who will produce maquettes and make formal presentations to the panel. The panel will then make a recommendation on artist and artwork to the Traverse City Arts Commission. After the Arts Commission approves artist and work, they will oversee completion of the project.

PROJECT VISION

To commission a sculpture that will be unveiled in a public ceremony scheduled for June 13, 2017. The sculpture will celebrate the spirit of Bryan Crough, be a destination and a landmark in Traverse City, and live, in perpetuity, in downtown Traverse City, the community that Bryan embraced, served, and transformed.

The memorial art will reflect the remarkable spirit and personality of a great community leader:

- Bryan was extremely dynamic, and physically, he was always moving.
- Bryan was a consensus builder, a facilitator, a mediator, and a shepherd. He moved Traverse City forward by seeking out people on opposite sides of issues, listening to them, and bringing them together with his wit and his stories.
- He was a bit unconventional, but far from radical. He saw value in tradition and the old ways, and had a dynamic vision for the vibrant, healthy, livable downtown that he helped to shape and create.
- He was theatrical. He had great flair. He acted, sang, and danced, and had deep roots in community theater.
- He was social and fun. He worked hard and played hard.
- Service and volunteerism were central to who Bryan was as a citizen and a leader.
- He had a sincere enthusiasm for Traverse City and civic life, tempered by a healthy irreverence.

- He was always ready to jump in for the community, emceeding events and championing causes, giving his all without counting the personal costs.
- Bryan was a guy in a suit. But a few seconds after meeting him, he was able to communicate with charm and sheer force of personality that he wasn't in any way constrained by that suit.

BRYAN J. CROUGH (1954-2013)

The Bryan Crough memorial sculpture honors a dynamic visionary who transformed downtown Traverse City through brilliant leadership and tireless commitment. With keen intellect, strategic collaboration, and incredible sense of humor, Bryan Crough steered Traverse City through a period of economic setbacks and helped make the City the envy of every downtown.

Hailing from Salina, Kansas, Bryan adopted Traverse City in 1980. He was a turnaround expert, putting the Arts Council and the Old Town Playhouse on firm financial and organizational footing. He served on the Traverse City Commission and as Mayor, furthering the commission's role as a model for good city government, and was recruited for the position of executive director of the newly merged Downtown Development Authority and Downtown Traverse City Association.

In his 23 years leading the DDA, Bryan fought for a better downtown, focusing on downtown development, volunteerism, and preservation. He recruited small business owners, nurtured redevelopment of contaminated brownfield properties into new residential and commercial buildings, and championed the revitalization of historic buildings.

Virtually every Traverse City landmark and institution has benefitted from Bryan's passion, intelligence and wit. He was instrumental in preventing the bankruptcy of the Park Place Hotel in the late 1980s, and in the success of the City Opera House, State Theatre, Bijou by the Bay, History Center, downtown's parking decks, a renewed Clinch Park, Friday Night Live, and the warehouse district.

Bryan Crough's impact on Traverse City as a leader, coach, cheerleader, visionary, teacher, and friend is the stuff of legend. Traverse City would not be what it is today without him.

PROJECT BUDGET

In 2014, the Traverse City Downtown Development Authority (DDA) raised \$25,000 in private funds to match a \$25,000 gift from Rotary Charities of Traverse City for creation and installation of the Bryan Crough memorial artwork.

The \$50,000 budget for the project will include, but is not limited to, all expenses for project completion, site preparation, artist fees, materials, fabrication costs, documentation, transportation, installation, and travel.

SITE DETAILS

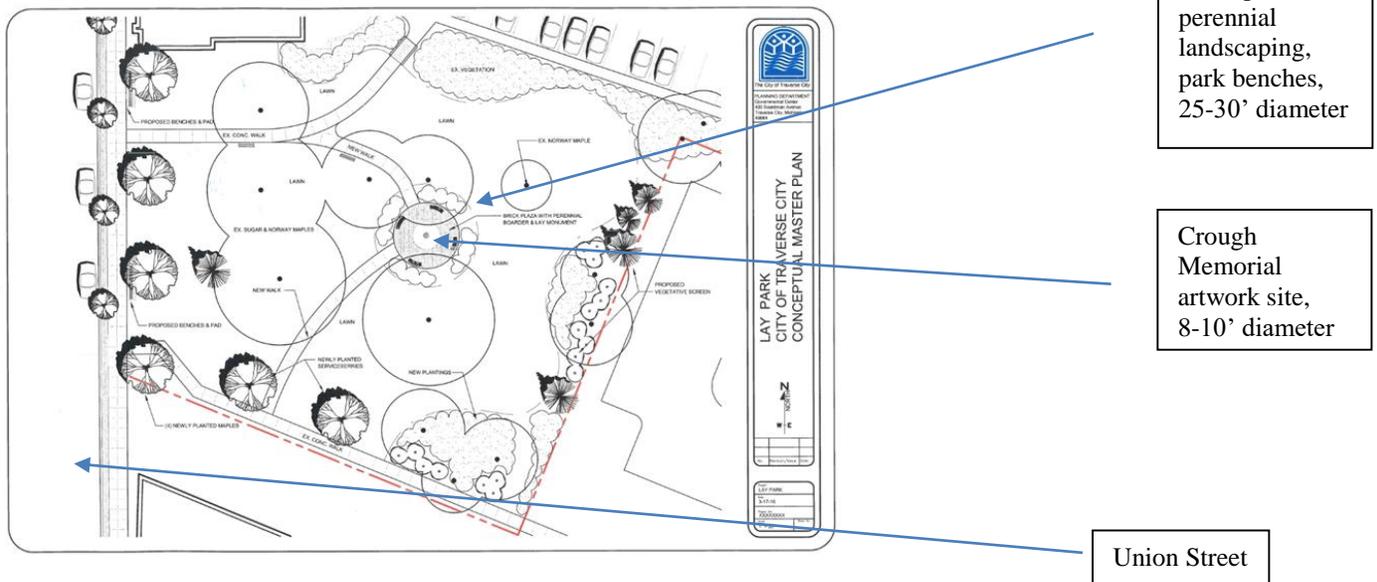
The sculpture will be installed at Lay Park, a .69 acre city park in Old Town neighborhood at 311 S. Union Street, downtown Traverse City. The artwork is envisioned to stand in the center of the park on a circular concrete pad measuring 8'-10' in diameter within a circular brick plaza that will include park bench seating and be bordered by perennial landscaping measuring 25'-30' in diameter. The park site is a relatively open grassy area with several mature trees, adjacent to Union Street, sidewalks, parking, a small brick office building and Union Street Damn Park. Lay Park is slated for improvements including pathways, seating and landscaping during spring 2017. This work which will be implemented to complement and coexists with the Bryan Crough Memorial. Due to concurrent planning with park improvements, there may be flexibility to modify sculpture location and/or diameter of pad if needed, depending on accepted proposal. *(See site plan, map & photos following)*

The sculpture will be installed and remain outside and uncovered. Therefore, it must be sufficiently durable to withstand exposure to Northern Michigan weather conditions.

The sculpture will be open to the public and will not be protected by a barricade, fence, or enclosure, nor patrolled by staff or personnel.

A plaque will be placed near the Bryan Crough memorial artwork, bearing a likeness of Bryan and a description of his importance to Traverse City. Rotary Charities will cover the costs of the creation and installation of this plaque, outside of the project budget.

The City of Traverse City and the Arts Commission may choose to relocate the sculpture to a comparable downtown site in the future, should projects such as a Civic Square or other public spaces be implemented and advisable for relocation and/or directed by the City Commission.



Brick plaza,
perennial
landscaping,
park benches,
25-30' diameter

Crough
Memorial
artwork site,
8-10' diameter

Union Street



LAY PARK



GROUP NAME: _____
 CONTACT: _____
 PHONE NUMBER: _____
 EVENT NAME: _____
 EVENT DATE: ____/____/____
 DATE REQUESTED: ____/____/____
 APPROVED: _____
 COMMENTS: _____

PDF map:
http://www.traversecitymi.gov/downloads/lay_park_2010.pdf

Google map:
<https://www.google.com/maps/place/Lay+Park,+Traverse+City,+MI+49684/@44.7610725,-85.6255287,17z/data=!4m13!1m7!3m6!1s0x881e3298a272f12d:0x3ebacd222d2d1f0!2sLay+Park,+Traverse+City,+MI+49684!3b1!8m2!3d44.761115!4d-85.6233312!3m4!1s0x881e3298a272f12d:0x3ebacd222d2d1f0!8m2!3d44.761115!4d-85.6233312>
 (Please note: Many mature trees shown in Google satellite view were destroyed in 2015 storm)



MAINTENANCE CONSIDERATIONS

The Arts Commission seeks a sculpture with affordable maintenance costs. Maintenance considerations are to be detailed in maquette proposals. Maintenance costs should be covered by the project budget for a period of years and include a plan for costs when the budgeted funds expire, or indicate that maintenance costs should be addressed by stakeholders.

CONTRACT REQUIREMENTS

The finalist shall enter into a contract with the City of Traverse City upon acceptance of proposal. Michigan law shall apply to the contract and agreement between artist and the City of Traverse City.

Title to and ownership of the artwork passes to the City of Traverse City upon written acceptance of and payment for the work.

Copyright belongs to and remains with the artist. The artist retains all rights under the Copyright Act of 1976 (17 USC Section 101) as the sole author of the work for the duration of the copyright. The duration of copyright in the United States is currently the life of the author plus seventy (70) years.

The City of Traverse City retains the right to reproduce the artwork in any and all forms, and will include credit to the artist and notice of copyright on all reproductions.

The Arts Commission recognizes some changes may occur during the process of creating the finished sculpture. If, in the reasonable judgment and opinion of the commission, the finished sculpture is materially different than the concept presented and accepted during the selection process, the commission reserves the right to request revisions to, or recreation of the sculpture. It is the responsibility of the artist to discuss with the Traverse City Arts Commission any changes during the creative process that could be considered materially different.

The sculpture must be installed in a workmanlike manner with sufficient anchoring to prevent the sculpture from being removed, tipped, broken, or overturned. The sculpture and installation will be completed so that the artwork does not create any known risk to the public. The commission will review the artist's proposed installation plans and to modify them to address safety concerns of the City of Traverse City.

The City of Traverse City and the Arts Commission reserve the right to relocate the sculpture to a comparable downtown site at the direction of the City Commission, should future City projects necessitate a change.

The City of Traverse City requires that the selected artist carry Liability Insurance in the amount of \$2,000,000 (two million dollars) per incident during the production of the artwork, with an endorsement naming the City of Traverse City as additional insured.

The artist and the City of Traverse City shall and hereby agree to defend, indemnify, and hold harmless each other against any liability that arises out of the other Party's negligent or willful behavior.

Artists will be disqualified if they owe taxes to the City of Traverse City.

TIMELINE

All dates but the application deadline are subject to change:

May 20, 2016	Request for Qualifications issued
June 17, 2016	Deadline for applications
June 20-29, 2016	Art selection panel review of applications
June 30, 2016	Selection and notification of finalists
July 1-14, 2016	Phone follow-up with finalists
July 15, 2016	Informational site review session for finalists
September 16, 2016	Deadline for maquette proposals from finalists
September 19, 2016	Art Selection Panel review of finalists
September 21, 2016	Arts Commission determination
June 13, 2017	Bryan Crough memorial sculpture dedication ceremony

ELIGIBILITY

The project is open to all qualified artists age 18 and over. Teams of artists are welcome to apply.

SELECTION PROCESS

The Bryan Crough memorial artwork will be selected following the policies and procedures described in the Public Art Program Master Plan for Traverse City, available at traversecitymi.gov/artscommission.asp.

The Arts Commission reserves the right to reopen our search if the right finalist/project is not found.

HOW TO APPLY

Artists who wish to be considered for this project must prepare and submit the following materials online or in paper form using the link on our website at traversecitymi.gov/artscommission.asp on the first page of this RFQ packet. Required materials include:

1. **Letter of interest** – one page only explaining interest in the project
2. **Current resume** – detailing past or current commissions and public installations of work (if a team application, include resumes of all members), and including artist name, gallery representation (if any), address, phone, and email.
3. **Images** – examples of representative work history in the past five years, not exceeding 20 high resolution images total images, with emphasis on recent work.
4. **Image annotation** – artwork title, date, medium, size, location as appropriate, and the commission budget for the work, if applicable.
5. **References** – list of three professional references with knowledge of the artist's work and working methods. This list must include complete addresses and phone numbers for the reference.
6. **Optional** – artists may submit up to three items of support materials (i.e. reviews, articles about their work etc.)

FOR MORE INFORMATION

TRAVERSE CITY ARTS COMMISSION

Katelyn Zeits

231-922-4480

tcarts@traversecitymi.gov

400 Boardman Avenue

Traverse City MI 49684

Bidder - Please complete and return

BID SUMMARY

TITLE: BRYAN CROUGH MEMORIAL ARTWORK RFQ

DUE DATE: FRIDAY, JUNE 17, 2016 AT 5:00 PM

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept a Purchase Order / Service Order / Contract and to provide proof of the required insurance.

Bidder submits this bid and agrees to meet or exceed all the City of Traverse city's requirements and specifications unless otherwise indicated in writing and attached hereto. Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

- (a) Conviction of a criminal offense incident to the application for or performance of a contract;
- (b) Conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;
- (c) Conviction under state or federal antitrust statutes;
- (d) Attempting to influence a public employee to breach ethical conduct standards; or
- (e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which

