

**CALL TO ARTISTS**

December 7, 2009

**I. SUBMISSION REQUIREMENTS**

**Request for Qualifications**

The Tamarack Foundation is issuing this Request for Proposal (RFP) to artists or artist teams to design, fabricate and install permanent artwork on TAMARACK: *The Best of West Virginia* grounds.

**Eligibility**

This project is open to all artists and artist teams who are juried Tamarack artisans.

**Response Due Date**

This RFP is being formally issued on December 7, 2009. All responses must be *received* by the Tamarack Foundation at the address specified herein no later than 5:00 p.m. EST on February 22, 2010. Responses received after the deadline will not be considered. All proposals will be submitted to a review panel for consideration.

**Submitting Proposals; Delivery Address**

Respondents must submit four (4) copies and one (1) signed original of the Statement of Qualifications in a sealed envelope or package to the Tamarack Foundation at the following address prior to the deadline:

Tamarack Foundation  
Attn: Ron DeWitt  
One Tamarack Park  
Beckley, WV 25801

The envelope or package should be labeled, "Request for Proposal - Tamarack Tribute Sculpture" and include the respondent's name, address and phone number.

**II. PROJECT BACKGROUND**

The purpose of this tribute feature is to recognize and honor individuals who have contributed to the Tamarack system.

A permanent installation located at the front entrance of The Caperton Center featuring up to 200 amber glass bricks created by Blenko Glass. Each brick was handmade at Blenko in Milton, WV and is featured as an architectural element at the United States Military Academy at West Point.

The Tamarack Foundation Board of Directors approved funding for the project at the March 2009 meeting and the West Virginia Parkways Economic Development and Tourism Authority granted approval to initiate solicitation of proposals. Both entities reserve all rights to cancel, alter or amend requirements for the project.

### **Design Statement and Design Elements**

The design parameters must include ensuring the safety and stability of the artisan element. A metal u-channel framework, for example, could hold the bricks in place and be secured as part of the design element. Due to the outdoor location of the installation, the framework may consist of stainless steel or metal that will withstand continual exposure to the elements. Expansion and contraction must be considered in the design of the framework. The sculptural element could feature a design which echoes the architectural elements of the Caperton Center. *The design should allow for the removal and reinstallation of the bricks for engraving of names.*

Lighting that effectively enhances, complements, and blends with the overall design of the memorial installation will be a critical element. Recommendations as to the type of lighting preferred by the artist, and the location, must be submitted in the RFP.

A feature to be incorporated into the design of the tribute element must reflect or define the work of the Tamarack Foundation and the purpose of the tribute feature and be included in the design proposal, as well as the location within or adjacent to the installation.

## **III. TRIBUTE ARTISAN ELEMENT GOALS, LOCATION, AND PAREMETERS**

### **Statement of Desired Impact of Tribute Artisan Element**

The tribute sculpture will honor individuals who have made significant contributions to Tamarack and honor their dedication in preserving West Virginia's cultural heritage and promoting Tamarack's brand of excellence. The tribute sculpture should symbolize this commitment and be reflected in the design of the tribute feature.

The artisan element must also blend with and complement the aesthetic surroundings in its location at Tamarack. Some of the themes or guides which may be considered are:

- Architectural Design of the Caperton Center
- West Virginia's Cultural Heritage
- West Virginia Art and Craft Heritage
- Tamarack's Commitment to Excellence
- Tamarack Foundation Mission
- Artisan Commitment to Art and Craft in West Virginia

## **Proposed Location**

The selected artwork will be installed/placed to the right of the front entrance at Tamarack in Beckley, West Virginia, subject to approval by the West Virginia Economic Development and Tourism Authority, Tamarack Foundation Board of Directors and Tamarack Administration.

This RFP includes a copy of the location's design elevation, showing location and size of the area in which the art will be placed.

## **Artwork Parameters**

The Tamarack Foundation wishes to accommodate the greatest range of creativity and possibilities within the specified design guidelines. Proposals must be limited to designs that will incorporate the glass bricks. The artwork cannot be free standing and must include installation of the support foundation within the design proposal. Mediums deemed not suitable for the design will not be accepted for consideration. It is imperative that artwork proposals suitably fit in with the Caperton Center's character. The Tamarack Foundation will review all design proposals and selection will be made based on the overall design, aesthetics, and structural stability.

## **Dimensions**

Proposed Location: Width 34' Depth 20'  
Bricks: Length 7 ¾" Width 3 ¾" Thickness 1 ½"

## **Estimated Project Budget**

It is anticipated that the project budget *for this phase* of the artwork (including creation, fabrication and installation) will be \$2,000. The Tamarack Foundation approved a total budget of \$6,000 for this project. Included in this budget was the purchase of the glass bricks, fabrication and installation of the artistic element (solicited through this RFP) and the future cost of etching the glass bricks with the names of individuals who have contributed to and supported the Tamarack system.

## **IV. ANTICIPATED ARTWORK PROPOSAL METHOD/SCOPE OF WORK**

The Tamarack Foundation anticipates selecting a total of three (3) Respondents to be reviewed for the final selection. The three (3) Respondents should be prepared to provide the following elements.

- Provide a visual 3-D conceptual representation of proposed work.
- Describe the artist's vision for how the proposed work of art communicates the qualities specified above.
- Describe or visually depict how the artwork would be located within the available space with the regard to positioning, surroundings, and complementary features.
- Describe any needed on-site infrastructure necessary to support the artwork or to provide for such things as lighting or other amenities to appropriately display the artwork.

- Provide the actual scale/size of the completed artwork, as proposed.
- Describe the materials to be used in the proposed artwork.
- Describe any projected maintenance that would be needed to adequately protect/preserve the artwork over time, including an annual maintenance plan.
- Provide a timeframe for completion of the proposed artwork.
- Provide the estimated total cost of the proposed artwork “in-place”, including the artist commission, materials, site preparation, supportive on-site infrastructure and materials, etc.
- Provide the estimate life-span of the proposed artwork.

**Timeframe (dates are subject to change)**

Request for Proposal (“RFP”) Announced	December 7, 2010
RFP Proposals Receipt Deadline	February 22, 2010
Review and Approval of Artisan Element	March 22, 2010
Award Notification	March 29, 2010
Installation Completed	August 16, 2010
Dedication of Tribute Element*	September 10, 2010

\*To coincide with Tamarack Foundation Annual Gala

**Scope of Work**

The successful Respondent will work with the Tamarack Foundation and other entities as required in the planning, production, and placement of the artwork. An agreement will be prepared and executed by the Tamarack Foundation and the selected Respondent formalizing the arrangements.

Once the initial tribute plans are finalized, and the agreement executed, the artist will have up to five (5) months to complete the installation. The selected Respondent will work with all individuals that are required, or involved, in the site preparation, construction phase, finishing stages, and related amenities, etc.

The selected Respondent will also work with the Tamarack Foundation to reach an agreement with regard to any warranty of the memorial by the artist, and to address the need for artist involvement / consultation / compensation with regard to future maintenance and repairs.

**V. STATEMENT OF QUALIFICATIONS**

**Response Requirements**

Respondents to the RFP must submit a Statement of Qualifications in accordance with the guidelines listed below. The Statement of Qualifications should allow the Selection Committee to learn more about you and your qualifications. Your response should be organized, clear, complete and concise. Submission deemed to be incomplete may be cause for disqualification from further consideration. The Tamarack Foundation reserves the right to request additional information following its review of the submissions.

- 1) **Contact information.** The name, address, phone number and e-mail address of the Respondent and a designated person who shall be considered the representative of the Respondent.
- 2) **Team Composition, if applicable.** If the Respondent is a team of artists, describe the composition of the team. The lead member of the Respondent team must be clearly identified and will bear ultimate responsibility for the accuracy of all statements contained in the Statement of Qualifications. Information must be provided for all team members, including names, specialization, relevant prior experiences and resumes. Respondents may include any other information which may be helpful to the Tamarack Foundation in evaluating the team's capability or suitability for this project.
- 3) **References.** Respondents must include contact information (names, address, phone number and e-mail) for three to five (3-5) professional references for themselves, and any other key individuals involved in producing the work.
- 4) **Specialized Project Knowledge and Experience.** Respondents must indicate past experience with production of commissioned art projects whether public or private. Respondents must indicate any past experience and participation in public art projects, particularly in consulting with governmental or other public agencies, and being responsive to community groups or elected officials in public meetings where public artwork is the focus for public attention.
- 5) **Images of Past Work.** Respondents must submit color images of past work to be reviewed. Images must be provided in a digital format, and should show the Respondent's best three to five (3-5) examples of previously produced art installations. The total number of images submitted should not exceed 20 (suggested 4 images of each of the 3-5 example works). The images should be printed and attached to RFP.
- 6) **Statement Length.** The Statement of Qualification should not exceed 10 pages in length (exclusive of any printed images or actual reference letters).

## **VI. REVIEW PROCESS AND CRITERIA**

A review panel will evaluate all responses submitted for this RFP. The Foundation may consult with any entity as needed in evaluation the qualifications of the Respondents.

This document is a "Request for Proposal". Respondents acknowledge that the nature of the project and the selection of the winning Respondent are inherently subjective and that the selection committee reserves the right to reject any and all submissions at its discretion.

The review panel will reject any submissions that are incomplete or submitted after the deadline. The Tamarack Foundation reserves the right to cancel or re-issue this RFP, or to reject, in whole or in part, any and all submissions received in response to this RFP should the review panel determine that the responses received to the RFP are unsatisfactory or that such cancellation or rejection is in the best interest of the Foundation. The selection committee further reserves the right to waive any minor technical deficiency in a submitted response. The determination of the selection criteria and the process for evaluation proposals shall be at the sole and absolute discretions of the Tamarack Foundation.

## **VII. MISCELLANEOUS**

All requests for additional information regarding this RFP shall be faxed (304-256-6877) or e-mailed to Ron DeWitt at [rdewitt@tamarackwv.com](mailto:rdewitt@tamarackwv.com) to his attention.

Respondents will be solely responsible for all costs they incur in preparing responses to this RFP.

All submissions received will remain the property of the Tamarack Foundation and shall be retained by the Foundation. Respondents should be aware that proposals may be considered open records and, if so, subject to governing state law.

Respondents to this RFP warrant the accuracy of the Statement of Qualifications submitted and may be eliminated from consideration should any inaccuracies be discovered, at the sole discretion of the Foundation.

PROPOSED LOCATION  
WIDTH 34' DEPTH 20'

