

CALL TO ARTISTS – Request for Quotation

Project: Durable, Long-Term Public Art – Re-Facing the Flywheel in the Old Mill Heritage Centre/Municipal Office Building Parking Lot

Quotation Deadline: November 26th, 2021 @ 12 pm.

1. Project Brief

The Township of Billings invites professional artists and illustrators with a connection to Billings to submit proposals and quotations for a re-design of the current flywheel face situated at the Old Mill Heritage Centre/Municipal Office Building Parking Lot.

The Flywheel will remain a long-term public art fixture in the Old Mill Heritage Centre/Municipal Office Building Parking Lot.

The commissioned artist(s) will be responsible for designing the new face of the current flywheel. This quotation will include the surface work required to the flywheel in order to implement the new design.





2. Eligibility

This is a competition for a public art work, open to artists with demonstrated ability in this type of large-scale work. Artists should have a “connection” to the Township of Billings, with that connection expressed by the author in their submission.

3. Considerations for the Artwork

The Township of Billings is commissioning a durable long-term refacing of the flywheel in the parking lot at the Old Mill Heritage Centre/Municipal Office. This artwork should celebrate the unique culture, tradition and history of Billings. A detailed design and quotation are required from all artists and illustrators with their submissions for the project.

4. Technical Requirements

Artwork must adhere to the following specifications:

- Artwork must fit flywheel dimensions (diameter of approximately 8ft.)
- Artwork will be produced on the front face of the flywheel. The rear side of the flywheel should be painted, but artwork is not *required* on this side.
- Artwork must be sealed to ensure longevity
- Artwork should be bold and visible from a distance
- Artwork may be accompanied by signage, designed and installed by the Township of Billings

Artists should be aware that the artwork may be subject to damage by the elements. Therefore, artists must accept the risk that their artwork may be damaged, altered, and/or removed by the Township at any time following installation.

5. Budget

Each submission will need to include the cost for the design work and installation.

6. Anticipated Schedule

Date	Project Phase
November 26 th , 2021	Deadline for proposals
December 1 st , 2021	Selection Panel to meet and choose winning proposal
December 7 th , 2021	Recommendation brought to Council
December 8 th , 2021	Finalist Notified
Spring 2022 **to be determined by the awarded artist/illustrator	Artist/Illustrator Start Date
2022 **weather dependant	Completion Date

*Schedule is subject to change.

7. Selection Process

Proposals will be reviewed by a selection panel comprised of:

- 1 Municipal Staff Representative
- 1 Councillor Representative
- 1 Museum Committee Representative
- 1 Parks, Recreation and Wellness Committee Representative
- 1 Economic Development Committee Representative
- 1 Community Representative



The art selection group will recommend an artist or artist team for the award of commission, based on the following criteria:

Criteria	Points
Artistic merit, including quality of work, originality, and artistic excellence in the field of contemporary art	20
Artist's interest and expressed desire in this project	10
Artist's ability to meet the Considerations for the Artwork as well as the mentioned Technical Requirements	5
Qualifications and professional experience of the artist(s), specifically the ability to execute a project of this scale within the budget, timeline, and criteria developed	15
TOTAL	/ 50

The Township of Billings reserves the right to select and retain the artist deemed most appropriate for the project at its sole discretion.

8. Submission Requirements

Please read all components of the RFP prior to completing your submission. A complete submission package includes the following documentation in PDF format:

- a) Artist statement (2 page maximum): a written description of the proposed artwork and expression of interest in this project, including and expression of the artist's sense of connection to Billings
- b) Up to 5 images of the proposed artwork: such as artist renderings, concept sketches, 3D visualizations, and any other related images
- c) Artist's CV and up to 5 images of past work: highlight relevant experience on projects similar to or directly related to this project and proposed theme. If the submission is of a joint or team nature, please provide a CV/relevant experience for each artist
- d) References: include contact name, title, organization, telephone number, and email address for two references who can speak to the artist's art practice and interest and/or experience in public art projects.
- e) A cost quote for completing the work, including HST
- f) An expected time-line for completing the work (in 2022)



Submissions must be sent by email to: tmills@billingstwp.ca.

Incomplete submissions or submissions received after the deadline will not be accepted.

Artist(s) will retain copyright over their proposals. However, the proposals may be used by the Township meetings with stakeholders and staff. Please note that the proposals will not be returned.

9. Reserved Rights for the Township of Billings

The Township, at its sole discretion, may request clarifications or request additional information, as deemed necessary to evaluate the submissions. The

Township retains the sole discretion to determine whether a submission is responsive and if the prospective Artist or Illustrator is capable of performing the Work. The Township reserves the right, at its sole discretion, to determine the number of pre-qualified Artists or Artist Teams. The Township reserves the right to not proceed with awarding a contract.

10. Publication of Competition Requirements

The Township shall have the exclusive right to issue all public announcements regarding the competition.

11. Additional Information

The flywheel is mounted on a cemented base approximately 5 feet tall so the implementation of this work will be at a height. The Township will provide safe access to the flywheel. The artist/illustrator will be required to take health and safety training with the Township Health and Safety Coordinator and will be covered by the Township of Billings' insurance while completing the work.

For information or questions regarding this Request for Quotation, please contact: Tiana Mills, Deputy Clerk, The Township of Billings, tmills@billingstwp.ca.

12. Artists Declaration

The following Declaration is to be signed by the Artist or Artist Team and submitted as part of their expression of interest package:

I/We hereby declare that the information provided herein is true and correct to the best of my/our knowledge.

Name: _____

Signature: _____ Date: _____

Name: _____

Signature: _____ Date: _____

Name: _____

Signature: _____ Date: _____

Name: _____

Signature: _____ Date: _____