



REQUEST FOR QUALIFICATIONS (RFQ) CITY OF EL PASO PRE-QUALIFIED ARTIST POOL 2009-2011

Application Deadline: August 14, 2009

GENERAL INFORMATION

The City of El Paso Public Art Program seeks to establish a new pre-qualified pool of artists and artist teams for consideration in upcoming public art projects. The pre-qualified list will go into effect as soon as it is established and approved by the Public Art Committee and the Cultural Affairs Advisory Board. Upon selection, the pre-qualified list of artists will remain in effect for two years. Funding for the projects is provided by two percent (2%) of the Capital Improvement Program. **Artists selected for the Artist Pool will always be notified prior to being placed into consideration for specific projects.**

APPLICATION DEADLINE

Applications must be received by Friday, August 14, 2009 at 5:00 p.m.

Applications received after the deadline and those that are found to be incomplete will not be reviewed. It is the responsibility of the submitting artist to ensure that applications are complete and arrive by the deadline. Extensions to this deadline will not be granted under any circumstances.

TO APPLY

Applications must be submitted using the Call for Entry (CAFÉ) online application system managed by the Western States Arts Federation (WESTAF). Artists will be required to create a username and password and set up a personal account, free of charge, at www.callforentry.org. Following successful set up, all interested applicants will be granted full access to our detailed application, simply click on "Apply to Calls" and click on the "Request for Qualifications (RFQ), City of El Paso Pre-Qualified Artist Pool 2009-2011." Your account information, including your resume, references, and images will be archived and saved for your convenience and easy access when applying to future calls using CAFÉ.

SUBMISSION REQUIREMENTS

Please upload the following onto the CAFÉ online application system:

- Letter of Interest: briefly describe your interest and qualifications for this project. Describe your experience and approach in working with communities.
- Current Resume, which outlines your experience as a public artist. **Artist teams must submit a resume for each member.**

- Six (6) images of completed past artworks. Including: title of work, dimensions, medium, year of completion, location, three (3) sentence description, and budget amount. **If applying as a team, only six (6) images can be submitted.**
 - Images must be sized to the following dimensions (as required by the CAFÉ online application system)
 - Dimensions: 1920 pixels horizontal by 1920 pixels vertical
 - File Format: Baseline JPEG (do not use progressive JPEG format)
 - Compression: Please size each image to be no more than 1.8 MB in file size. On average, each image will be roughly 1.2 MB. Larger is not necessarily better. Please discuss image preparation with a professional to determine if compression for images of artwork is needed. **JPEG images cannot be saved as progressive JPEG files. Progressive JPEG files will appear on the CAFÉ Web site, but will not display properly during the jury process.**
 - Media: Internet submissions only
 - File Name: CAFÉ will automatically rename files
- Names, addresses, email addresses, and phone numbers of three (3) professional references for each applicant.

ARTIST TEAM REQUIREMENTS

- If available, please include images of work that demonstrate a collaborative effort to create an artwork by all members of the team.
- In your Letter of Interest please state how the team has worked collaboratively in the past and what role each team member played. If you are applying as a team and do not have previous experience working as a team, please state how you would approach working collaboratively on a municipal project, e.g. neighborhood park, branch library, public safety facility, etc.
- When applying as a team you are expected to accept a commission as a team throughout the two year term in the artist pool. **If your team dissolves, individuals will not be considered for commissions and each artist must re-apply individually.**

PUBLIC ART PROJECTS

Public art project budgets can range from \$20,000.00 to \$500,000.00. These budgets are inclusive of design, artist fees, fabrication, installation, insurance provisions, and all other costs associated with the public artwork.

ARTIST ELIGIBILITY

Any professional artist or artist team is eligible to apply. If artists are applying as a team, the team should be declared in the letter of interest, specifying a team leader to receive notifications. Applicants must be 18 years of age or older. Current City of El Paso employees and Public Art Committee members may not apply.

ARTIST SELECTION CRITERIA AND POOL SELECTION PROCESS

- Aesthetic merit of past projects; appropriateness of artwork medium and artistic concepts;
- Experience, success and/or interest in creating public artworks in collaboration with architects, design teams, and community members.

- Past public art commissions not requisite for review, but submitted work should demonstrate potential for consideration as part of a public art selection process.
- A panel comprised of artists and art professionals will review applications. The City of El Paso's Public Art Committee recommends the final selections.

COMMUNITY PROCESS

New projects begin with communities defining broad goals to be considered in the development of the artwork. Artists are subsequently selected by community-based panels from the Artist Pool. Selected artists typically meet between two and four times with community members, throughout the design process in order to gain understanding of community goals to get feedback on designs.

FOR FURTHER INFORMATION

For questions or concerns please contact **Patricia Dalbin, Public Art Program Manager** at (915) 541-4894, dalbin@elpasotexas.gov or **Marisol Lopez, Public Art Program Specialist** at (915) 541-4257, lopezma@elpasotexas.gov.