

**Visual Arts Commission (VAC)**

**Work Session XIV – Wednesday August 14, 2019 – 5:30 pm to 7:30 pm**

**Note Location:** Downtown Siouxland Library - Conference Meeting Room located at 200 N Dakota Avenue.

**DRAFT Meeting Minutes**

**Members Present:** Ivy Oland, Zach DeBoer; Joe Schaeffer; James Zajicek; Keith Lapour

**Members Absent:** Michael Jamison; Kellen Boice

**Others Present:** Shawna Goldammer and Russ Sorenson - VAC Staff Liaisons, (City Planning Office)

**Work Session XIV Agenda Topic: Public Art Integration in Sioux Falls**

**I. Call to Order & Quorum Determination**

*Ivy Oland Dandar, VAC Chairperson, called the meeting to order at approximately 5:45 pm. There was a quorum of VAC members for this meeting.*

**II. Welcome New VAC Members & Introductions**

*Ivy Oland Dandar, VAC Chairperson, welcomed the commissioners and expressed her enthusiasm to continue with the discussion surrounding the request for the VAC's help for a mural at the Pavilion Parking Ramp.*

**III. Review and Approval of Work Session Meeting Minutes:**

a) June 12, 2019 Work Session;

*VAC Chairperson, Ivy Oland, requested a motion to approve previous work session meeting minutes from June 12, 2019 meeting. Commissioner Zach DeBoer made a motion to approve the June 12, 2019 Work Session meeting minutes. Commissioner Joe Schaeffer seconded the motion. The motion to approve the June 12, 2019 Work Session meeting minutes passed unanimously.*

**IV. What are the Work Session Ground Rules?**

- a) Governance for Work Sessions – Select a Facilitator
- b) Verify Work Session Meeting Schedule – Dates, Times, Locations
- c) VAC consensus or vote
- d) Documenting VAC Ideas-
- e) Public vs. Non-Public Involvement
- f) LISTEN RESPECT RESOLVE OPENESS
- g) Google document entitled, "Public Art Integration (PAI) - VAC Member Collaborations" 2018.

*Ivy Oland reviewed the work sessions ground rules. She went on to say that if there were no objections, she would like to build on the momentum from the July VAC regular meeting, regarding the mural art integration project brought forward by Matt Nelson, Public Parking Manager. She reminded the group that Matt asked for the VAC's help in coming up with an appropriate budget number and a mock-up call for art. Work Session agenda items V-VII were not addressed at this meeting.*

*The group then clarified the location of a mural would be the big wall (105 feet long and 10 feet tall) referred to as the Susi Masha wall. The group also agreed that this project, being the first of*

*its kind, should be done well. Therefore, the call for art should be a single artist rather than portioning out areas of the wall to different artists.*

*After discussion of the budget it was determined that \$7500 would attract the quality of art and artist for a proposed mural of this size. The breakdown of the amount was justified by the group as follows:*

<i>Artist time is per hour and was based on 60 dollars an hour</i>	<i>\$5,400.00</i>
<i>Conceptual Design and Coordination = 15 hours</i>	
<i>Time in front of the wall = 75 hours</i>	
<i>Paint, supplies (brushes etc)</i>	<i>\$1,000.00</i>
<i>Rentals (scaffolding, lifts etc)</i>	<i>\$ 500.00</i>
<i>Seal Coating</i>	<i>\$ <u>250.00</u></i>
	<i>\$7,150.00</i>

*Total: Minimum of \$7,150 for the cost of the mural execution*

*A motion was made by Commissioner Lapour to recommend approval of a proposed budget of \$7,500 for a mural project at the Pavilion Ramp. The motion was seconded by Commissioner Schaeffer. The motion passed unanimously.*

*The commission then discussed a draft and process for a call for art for the parking ramp mural project, based on the VAC's established criteria. Chairperson Ivy Oland read through a draft, and updated as discussions occurred.*

- The call should specify a preference for an artist that is a resident of the inclusive of those within a 60 mile radius of Sioux Falls.*
- The artist should include portfolio information; (the commission discussed what the appropriate content of a portfolio should be. Minimally, a resume, images of up to three concepts, and an artist interpretation/statement would be included.*
- The call for art should indicate that the life span of the art work would be a minimum of 5 years, with the City reserving the right to remove the art if conditions warrant.*
- Selection criteria included will be on creativity, technical master, execution and experience.*
- Themes should be open, but include similar first amendment language as provided by the City Attorney's office.*
- Selection process should be a three step process, Step One: Review all Submittals: Step 2: interview the finalists (5 – 10 submittals).*

Commission Oland indicated that the document she was drafting would be forwarded to staff and could be discussed at the next regular meeting of the VAC.

Russ Sorenson reminded the board of the next regular meeting of the VAC scheduled for August 20<sup>th</sup>. He went on to say that he has received an application for art placement in Lyon’s Park.

No one from the public was present to provide input.

All other agenda items were deferred to the next working session.

**VIII. Adjournment :** The meeting was adjourned at 7:35 p.m.

**Note:** Document was edited at the meeting and provided by VAC Chair Oland.

## Call for Artists/Request for Proposals City of Sioux Falls – Washington Pavilion Parking Ramp Mural

Released: XX Date - Submission Deadline: XX Date

### SUMMARY OF CONTENTS

1. CFA Requirements
2. About the Project
3. Project Schedule
4. Appropriate Themes & Imagery
5. Submission Requirements
6. Artist Selection Criteria
7. Artist Selection, Notifications & Final Mural Creation

### 1. CFA REQUIREMENTS

#### About the Call For Artists

The Visual Arts Commission, on behalf of the City of Sioux Falls, is seeking an artist or group of artists for the creation of murals on an exterior wall of a public parking ramp in downtown Sioux Falls, SD.

#### Open To

This call is open to artists residing within 60 miles of Sioux Falls, SD, with experience having created, or the ability to create, large outdoor murals (as demonstrated by a portfolio, references and a description of concept and project approach).

## 2. ABOUT THE PROJECT

### About the Project

A request for a mural at the location identified within this CFA was driven by a desire to enhance and beautify our public spaces, while uplifting the artistic talents of members of our community. Artists responding to this CFA should consider opportunities to positively impact the experiences of all who may encounter their work of art while parking or walking downtown, including community members visiting downtown, residents or employees who may park in the ramp on a regular basis and guests or visitors from other communities. Additionally, artists are encourage to consider how the murals will be viewed at various times of day (when the lot is empty and when cars are parked in front of the mural) and throughout the year.

### Mural Location & Size

The wall identified for this opportunity is in the east (outdoor) portion of the Pavilion Ramp, identified in the attached Downtown Visitor Map. The mural location is most easily accessible by entering the ramp from Phillips Avenue. The north facing concrete wall is approximately 105' l and 10'h. Parking spaces are located in front of the wall, so some portions of the wall may not be fully visible at various times. Artists may propose to paint all or a portion of the wall. Additionally, while not required, artists may propose to continue their mural onto some portion of the adjacent, west facing wall. Attached is a photo of the desired mural location:



### Mural Lifespan

The mural will have an anticipated lifespan of 5 years. It is the intent of the project owner that mural walls will be prepped and finished in order for the murals to withstand exposure to outdoor conditions for at least five years. Treatment of the mural wall beyond that period of time undetermined, but may include partial or full painting over or repainting of the mural wall (Maybe need additional language here) (City to

determine if it should be it is up for longer or if the City retains the right to remove the mural at any time).

### **Budget, Payments & Expenses**

The budget for each commissioned mural is \$7,500, and is all-inclusive, including coverage of design fees, travel expenses, mural wall preparation, all product and painting materials and equipment, insurance costs, personal documentation, and site visits.

Payments will be issued relative to the schedule of deliverables, which will include a 30% payment upon completion of all preliminary design work, and 70% payment upon successful completion of the full mural.

### **Ownership of Imagery**

(include language regarding City expectations about the ability to use images of the mural wall in any personal or promotional materials, rights of the public to take and post photos in front of the murals, rights of the artist to maintain ownership of other use of imagery of murals, etc. May also want to reiterate the rights of the owner to remove the artwork at any time, if necessary or desired based on any reason.)

### **Additional Information**

(INCLUDE any additional notes about paint, preparation or equipment that may be provided by Owner, as well as any insurance (or waiver) requirements).

### **Questions & Correspondence**

All inquiries related to this CFA should be should be made via email to the Visual Arts Commission staff liaison : (EMAIL) (PHONE).

## **3. PROJECT SCHEDULE**

**Issue Date:** TBD (ideally allow 4-8 weeks from date of issuance to proposal submission deadline)

**Site Review & Information Session:** TBD (typically 2-3 weeks from date of issuance)

**Submittal Deadline:** TBD

**Selection of Finalists:** TBD (typically 2-3 weeks from deadline)

**Selected Artist Notification Date:** TBD (typically 2-3 weeks from selection of Finalists)

**Requested Mural Completion Deadline:** TBD (weather permitting)

## **4. APPROPRIATE THEMES & IMAGERY**

### **Themes**

Artists are encouraged to think creatively about what type of imagery may be relevant to, and positively impact, those who will view the mural.

### **Appropriate Imagery**

All submitted and final artwork must adhere to the following criteria: artist(s) must currently reside within 60 miles of the City of Sioux Falls; artwork may not contain nudity; artwork may not promote a particular candidate for public office; artwork may not be objectively disrespectful or insulting toward any protected class under local, state, or federal law. The City retains the sole discretion to reject artwork it deems to be objectively disrespectful and/or insulting toward any protected class.

## 5. SUBMISSION REQUIREMENTS

Please *closely* observe the requirements and guidelines for the application. Incomplete or handwritten applications and those received after the deadline will not be reviewed. The Visual Arts Commission is not obligated to notify artists when incomplete entries are received. It is the responsibility of the applicant to ensure that entries are complete and arrive by the deadline.

Artists who wish to be considered must submit *all* of the following materials (in electronic format):

1. **Professional Resume** (1 page max.) noting past murals, large commissions, exhibitions, etc.
2. **Professional Reference** with current name, city and street address, telephone, email
3. **Digital Images of Past Work**
  - a. Submit up to 6-8 images of examples of your work (OR A LINK TO AN ONLINE PORTFOLIO), showing no more than 6 different artworks
    - i. All images must be labeled with the artists' name, title, dimensions, and medium
    - ii. image resolution should be between 72 and 200 dpi, files should not be larger than 5MB ea.
4. **Proposed Concept(s)** (1-2 pages ea) Please a written description or visual depiction of your proposed mural concepts. The proposal must convey imagery, content, stylistic approach, color ideas, etc.
  - a. Artists may submit up to 3 unique concepts
    - i. All proposed concepts must be labeled with artists' name, and title, and should be submitted in PDF, jpeg, or similar electronic format.

\*Text materials, portfolios, CD's, flash drives and other submission materials will not be returned.

**PLEASE SUBMIT COMPLETED PROPOSALS to the following:** (EMAIL)

## 6. ARTWORK & ARTIST SELECTION CRITERIA

- I. Artists residing in the defined geographic footprint.
- II. Concept, creativity, demonstrated mastery of medium, the anticipated ability of the artist to coordinate all project details will all be selection considerations.
- III. Artists must have an aptitude for planning, and receiving and responding to client feedback in a positive manner, as evidenced by a professional resume and references. While submitting artists are not required to have a portfolio of outdoor mural works, those who have experience successfully created outdoor murals are strongly encouraged to submit.
- IV. Artists must be able to work within the stated project schedule and budget.
- V. Artists must be able to clearly and easily convey their visual concepts either in narrative format, supported with visuals of past works, or through the creation and submission of conceptual mock-ups.

## 7. ARTISTS SELECTION, NOTIFICATION AND FINAL MURAL CREATION

### Proposal Review and Selection of Finalists

Submitted proposals will be reviewed by a selection committee. The committee will be composed of members of the Visual Arts Commission, and a representative from the City Parking Department.

The selection committee will review all proposals and, based upon the selection criteria, will narrow the submissions down to a small number of finalists. Finalists may be asked to participate in an in-person or

over the phone interview.

The selection committee will reconvene to make a final selection. The selected artist or group of artists will be notified via phone or email.

Once selected, we anticipate that additional communication will take place in order to finalize the approved concept, coordination and details with the City.

**Final Mural Creation**

Selected artists will be given a window of time from (X to X) in order to complete their mural section. Work must be completed between the hours of (X to X). All final work must be completed by X.

(also include any information related to final clear coating, a desire for touch-ups, etc.)