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Summit County Public Art  
Attn: Leslie Chavez  
Summit County Public Art Advisory Board Administrator  
P.O. Box 4455  
Park City, UT 84060  
[lchavez@summitcounty.org](mailto:lchavez@summitcounty.org)  
<http://summitcounty.org/249/Public-Art>

January 9th, 2020

## Call to Artists: Artwork for Ledges Event Center

### Ledges Event Center Exterior Artwork Project

*Celebrating community-building, history, and culture of Coalville and Summit County, UT. The Summit County Public Art Advisory Board (“SCPAAB”) is seeking artists to propose a concept for highly creative three-dimensional artwork to be installed on the east exterior of the Ledges Event Center at the Summit County Fairgrounds.*



### **PROJECT BUDGET:** Up to \$38,000

Budget is inclusive of artists’ fees, usage fees, insurance, labor and equipment to design and produce artwork, artwork installation, and travel costs including airfare, hotel, and ground transportation.



### **PROJECT TIMELINE:**

The projected artwork install period will take place in summer of 2020, exact date to be determined. These dates are subject to change and artists are expected to remain as flexible as possible in this regard.

### **ELIGIBILITY:**

Any artist or team of artists interested in creating a three dimensional art installation driven by the project goals, to be completed in summer 2020, may complete a proposal in accordance with the guidelines provided below. Additional consideration may be given to submissions with stated relevance and ties to Summit County, UT. SCPAAB members, employees of Summit County, selection panel members, project personnel, and immediate family members of all of the above are not eligible to apply.

### **APPLICATION:**

Artists and/or artist teams may submit concepts for the Ledges Event Center Exterior Artwork. Submission of digital materials is required. Please review all guidelines in this Call to Artists and resources provided before starting an application. Incomplete responses will not be considered.

### **DEADLINE:**

5 PM Mountain Time on **February 28, 2020**. Digital format responses will be accepted via email Attn: Leslie Chavez, Summit County Public Art Advisory Board Administrator at [lchavez@summitcounty.org](mailto:lchavez@summitcounty.org) or via U.S. postal service (flash drives). Responses must be received, not postmarked, by the deadline date. Required application materials can be found below in the 'Application Materials' section of this RFP.

## **Project Background**

The Ledges Event Center, located at the Summit County Fairgrounds in Coalville UT, is an open-layout, 11,600 square-foot community building with ample natural light and multiple event spaces to accommodate almost any type of event or gathering.

Ledges is the first non-State of Utah building to adopt the High Performance Building Standards developed by the State of Utah Department of Facilities Construction and Management. Careful consideration went into the design and construction of the building regarding energy efficiency and sustainable practices.



The Ledges Event Center was the result of several years of work from the County in planning improvements to the County Fair. Summit County has featured an organized, annual County Fair since 1909. Since the late 1940's, the Fair has been held in Coalville, Utah and has become a signature County event that not only provides an opportunity to showcase the livestock and farming traditions, but an occasion for residents and visitors to come together as an extended community.

The SCPAAB seeks artwork for the east exterior of the building that reflects the culture, history, and strong community of the City of Coalville and Summit County, UT. Artwork submissions should engage the viewer well beyond the project's installation. Project proposals may include any form of three dimensional artwork. Preference may be given to artists who use sustainable practices in their work.

The artwork will be free-standing and cannot impact the facade building (see site plans below). Artist shall make no alterations, additions or improvements in or to the premises, other than the installation of the Art. Artists or Artist teams shall provide details and engineering calculations demonstrating the manner of the artwork installation.

Once the details, safety, and engineering are reviewed by Summit County Manager, Summit County Deputy Manager, and the Summit County Facilities Manager, the artist may be responsible to provide additional information, clarification of their proposed approach, or revised details to demonstrate compliance. Once the engineering and details are approved by the Summit County Manager, Summit County Deputy Manager and Summit County Facilities Manager, fabrication and installation can proceed.

## Artwork Opportunity

Goals of the Ledges Event Center Exterior Artwork:

SCPAAB is seeking artwork for the east exterior of the Ledges Event Center that will:

- Create and celebrate a strong sense of place, recognizing the strong cultural history of Coalville City and Eastern Summit County.
- Engage the viewer beyond the project's installation.
- The artwork must be fabricated in durable, permanent, outdoor media that is safe, easily maintained, and proven its viability in public installations.
- The artwork must be able to withstand deep snowfall, high winds, and variable temperatures.
- The artwork must be suitable for public viewing by all ages.
- The artwork must utilize sustainable practices.



## Timeline

Artist Selection Schedule Concepts Due	Friday, February 28, 2020
Semi-Finalists Selected By	Tuesday, March 3, 2020
Semi-Finalist Materials Due	Tuesday, March 31, 2020
Semi-Finalist Application Review Begins	Tuesday, April 7, 2020
Finalist(s) Selected By	Friday, April 24, 2020
Project Completion	Saturday, August 1, 2020

## Artist Selection Criteria

Panelists will use the following criteria to rank submissions. Please note that late or incomplete applications will not be accepted.

1. A proposed concept that helps achieve the stated goals of the Ledges Event Center Exterior Artwork goals and objectives.
2. A demonstrated applicant ability to create artworks appropriate in concept for this project.
3. A demonstrated applicant ability to meet and conform to the demands of project schedule including but not limited to design review and artwork installation.
4. Adherence to the maximum budget of Thirty Eight Thousand Dollars (\$38,000.00).
5. Functionality and durability of the proposed services. The art is intended for permanent outdoor display and must take into consideration variable climate, such as high winds, temperature, snow, etc.
6. Professional References - Applicants should list and provide contact information for at least three (3) references to contact for similar work performed.
7. Additional sustainable or “green” practices and qualities of your business or product.

## Artist Selection Process

### CONCEPT SELECTION PANEL

The SCPAAB shall serve as the bid selection committee to evaluate proposals for Public Artwork. The County Staff Liaison and the SCPAAB Board Administrator shall coordinate and facilitate the SCPAAB’s actions. The SCPAAB shall make its recommendation to the County Manager. The County Manager shall make the award for Public Artwork. The County Manager may seek input from the County Council. Selection of Public Artwork shall be based upon adherence to the goals associated with the Qualifying Capital Improvement Project and the Summit County Public Art Program.



### **SEMI-FINALIST APPLICATION REVIEW**

The artists whose concepts are selected by SCPAAB and the County Manager for additional study will become semi-finalists and be asked to submit additional project details including final budget, drawings, models if needed, and other supporting documentation. Each semi-finalist will be paid an honorarium of \$250 to develop complete proposals. Participation in an initial orientation and question/answer session (via Phone or Skype) will be required. Preliminary contract specifications will be included as part of the project review phase. Artists will present their proposals to the finalist selection panel via Skype or in-person interview. Finalists' submissions will be reviewed by SCPAAB and County departments for feedback on relevant environmental, legal, and/or financial issues related to the designs. SCPAAB reserves the right to not undergo a semi-finalist application review if they deem it unnecessary.

### **FINALIST SELECTION PANEL**

The selection panel will reconvene to consider finalists' proposals and the information obtained during the Skype/in-person interviews and will select the proposals for final approval by the County Manager. After approval, final contracting will begin. All SCPAAB meetings and Public Art Selection Panel meetings are open to the public and are posted on the Summit County website at least 72 hours in advance of the meeting. To check the meeting schedule for public art projects, please go to [summitcounty.org](http://summitcounty.org). Summit County reserves the right to make final selections without conducting an interview. Summit County also reserves the right to cancel this project and/or choose not to select from the submissions received through this Call to Artists or to select portions of each submission, as negotiated with the artist or artist team.

### **Application Materials**

By the submission deadline, artists applying for this project must submit the following materials via email to Leslie Chavez, Summit County Public Art Advisory Board Administrator at [lchavez@summitcounty.org](mailto:lchavez@summitcounty.org). Required application materials can be found below.

Profile – Applicant contact information: Name, Organizational Affiliation, Address, Website, Social Media Sites, Phone/Email.

Resume – Two-page maximum current professional resume. Artist teams should submit one document that incorporates two-page resumes for each team member. Only .doc and .pdf documents will be accepted.



Statement of Interest – 700 words or less. Explain why the artist or artist team is interested in the project; how the artist or artist team’s work is appropriate for this project; how the artist or artist team’s work will reach the stated goals of the project. If submitting as a team, the statement should include a description of any past collaborative work experience and how the team anticipates working together on this type of project.

Initial Concept – 1500 words or less. Explain the artist’s or artist team’s initial concept for artwork at the sites included in this Call to Artists. This should include design concept and goals; design sketches representing proposed projects; how the design meets the project goals; art medium(s) to be used; materials; and approximate installation time frame. Conceptual design drawings including information about the actual dimensions of the artwork and placement will be required.

Budget – The proposal must include a preliminary budget, outlining project costs including materials, labor, insurance and direct costs. A more detailed budget will be requested from Semi-finalists.

Work Samples – Applicants may submit up to three (3) video files, if relevant to their proposed concept(s). Applicants are encouraged to submit samples of past work that best illustrate their qualifications for this project. Up to ten (10) digital images (no composites) as visual reflections of the artwork application, with an Annotated Work Sample Description including a brief description of the artwork, the title of the artwork, completion date, medium, and dimensions. Upload JPG files only; 1920 pixels on the longest side and at least 72 dpi.

Contract – The individual(s) selected shall be required to enter into a professional services contract with the County on a form to be drafted and approved by the Summit County Attorney’s Office. Applicants must read the County’s standard professional services agreement posted at <http://summitcounty.org/249/Public-Art> and insurance requirement included as part of this Call. Contracted Artist(s) may be subject to additional requirements in the contract related specifically to the project.

References – Applicants must provide three (3) professional and/or client references with their applications.

## Deadline



Required materials must be received no later than **5 PM Mountain Time on Friday, February 28th, 2020**. Online submissions and mailed application materials must be received by the deadline. Late and/or incomplete proposals will not be accepted.

## Questions

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## Relevant Websites

Summit County: [www.summitcounty.org](http://www.summitcounty.org)  
Summit County Public Art: <http://summitcounty.org/249/Public-Art>  
Summit County History: [www.summitcounty.org/130/Historical-Society](http://www.summitcounty.org/130/Historical-Society)  
Summit County Library: <http://www.youseemore.com/SummitCounty/about.asp>  
Summit County Historical Museum:  
<https://www.summitcounty.org/191/Summit-County-Historical-Museum>  
Coalville City: <http://www.coalvillecity.org/>  
Summit County Fair: <https://summitcountyfair.org/>



### Site Plans



