

REQUEST FOR PROPOSALS

POMONA CULTURAL ARTS COMMISSION SEEKS AN ARTIST TO CREATE PERMANENT ARTWORK FOR THE POMONA PUBLIC LIBRARY, CHILDREN'S ROOM.



ISSUE DATE

June 25, 2019

DUE DATE

July 16, 2019

PROJECT BUDGET: \$15,000 ±

PROJECT LOCATION: *Pomona Public Library*

625 S. Garey Avenue, Pomona, CA 91766

OVERVIEW

The Pomona Cultural Arts Commission seeks proposals from artists or teams of artists for a mural located within the Children's Room of the Pomona Public Library. The Pomona Public Library has an extensive history across multiple locations in the City. The public library began in 1887 as a single room, expanding to three rooms in 1892 along Second Street and eventually the present location along South Garey Avenue.

The Pomona Public Library today, was built in 1969 and was designed by the iconic Welton Becket & Associates as one of six buildings in Civic Center Plaza. These six structures are considered historically significant as they are the largest concentration of Welton Becket & Associates designed structures in the nation.

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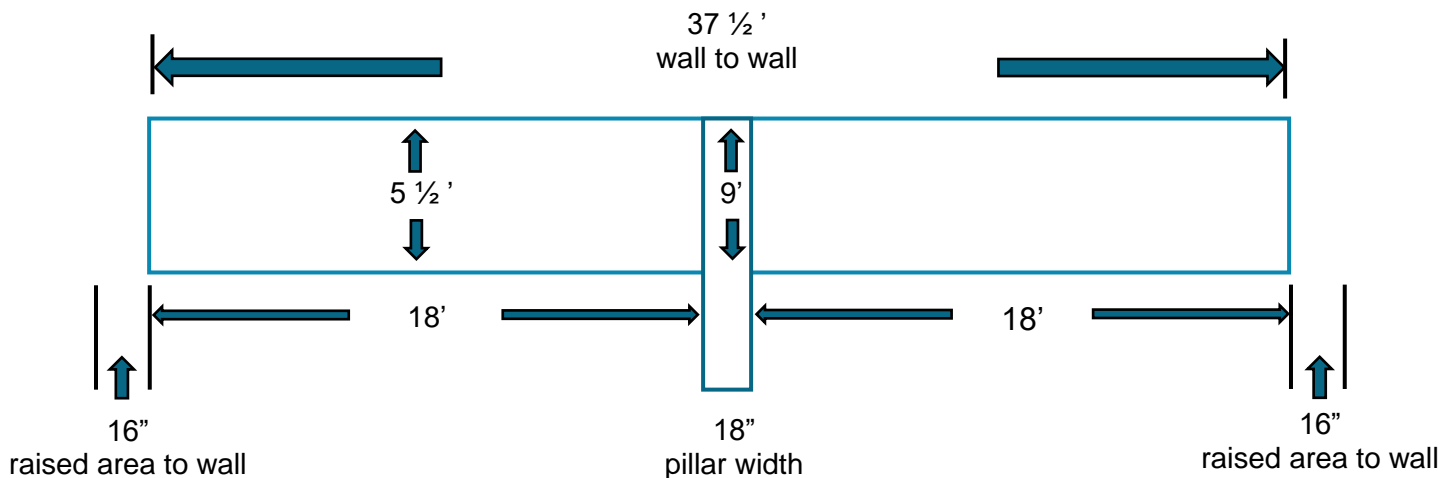
The Children's Room is home to a variety of children programs such as the Summer Reading Program, Dr. Seuss Birthday Bash, The Sociable, Homework Club, and seasonal arts & crafts activities. This section of the library promotes the use of the library both educationally and recreationally. It provides not only sitting areas for reading and programming, but active spaces with playsets and computers for learning through fine motor skill development.

GOALS & LOCATION OF ARTWORK

The vision for the public art piece is for it to create an engaging environment for the children of the library. The artwork will resonate with Pomona's diverse population and with the overall theme, world of children's literature. The artwork will be placed above the science section of the children's room. This section includes a variety of topics including space exploration, earth science, dinosaurs, human & animal biology, insects, and the different biomes. The color palette should be considerate of the calm nature of the space and incorporate color psychology. The artwork will be placed on the western wall, and have a complimentary flowing northern wall.

Mural Wall

The mural will be located on the western wall of the Children's Room, from the top of the bookcase continuing to the ceiling. The total area of the western wall is approximately 206.25 square feet. The subject wall is painted brick, rough in texture, and is divided by a central pillar. The mural will incorporate the central pillar in its entirety.

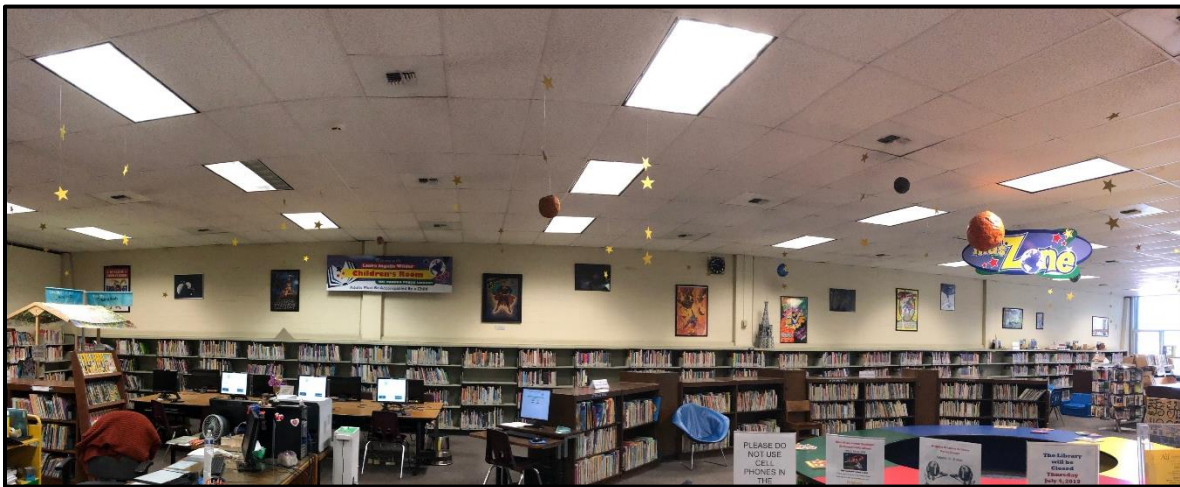
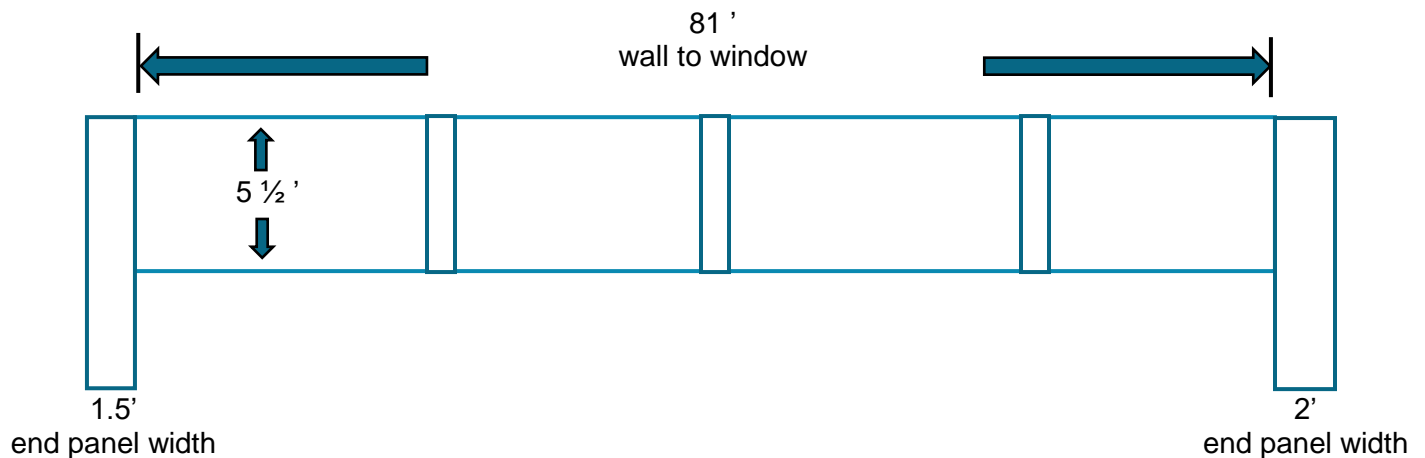


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Complimentary Wall

The adjacent flowing northern wall will be painted a complimentary color and include accents, measured from the top of the bookcase to the ceiling. The total area of the northern wall is approximately 453.6 square feet, not including the two end panels measuring 1.5 - 2 feet by 9 feet. The complimentary wall will include the three raised wall areas.



BUDGET

The artwork budget is approximately \$15,000. Any artwork proposed to exceed \$15,000 may be considered based on quality, but should not exceed \$20,000.

All applicants will be required fill out a preliminary budget form as part of the Proposal. The preliminary budget form is located on our website <https://pomonapublicart.org> and outlines all eligible expenditures, including artist's fees.

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TENTATIVE SCHEDULE

To be determined, will include the following:

Proposal Submittal Due Date	July 16, 2019
Cultural Arts Citizens Advisory Subcommittee begins review of proposals	July 16, 2019
Cultural Arts Citizens Advisory Committee selects finalist(s) for recommendation	July 18, 2019
Cultural Arts Citizens Advisory Committee Meeting interviews selected finalist(s)	July 22, 2019
Selected Finalist will submit Final Design Concept to the Planning Division to review for completeness	August 19, 2019
Cultural Arts Commission Special Meeting review of Final Design Concept	August 26, 2019 *

*This date will be pending the submittal of the chosen Finalist for a Final Design Concept.

Following approval from the Cultural Arts Commission the applicant will be given 30 days to work with Library Staff to complete the approved artwork.

PROPOSAL SUBMITTAL REQUIREMENTS

All proposal materials must be received on or before XXXXXXXXX at 6:00PM. Any proposal materials received exceeding the maximum allowed, in the incorrect format, or received after the date and time indicated above will not be considered. ***Artists responding to a Request for Proposals will not be compensated for proposals.***

The following materials are required for proposal submittal:

- 1. Proposal Coversheet & Preliminary Budget Form.** The form is located on our website <https://pomonapublicart.org>.
- 2. Narrative.** The narrative should address:
 - a. Why you are interested in this project.
 - b. Your planned approach and inspiration for creating the artwork.
 - c. How the piece will meet the artwork theme and goals listed in this request.
- 3. Design Concept.** The design concept may be complete renderings, conceptual line work, photographs, or other documentation of sufficient descriptive clarity to indicate the nature of the proposed work.
- 4. Five (5) Images;** of relevant work. The applicant may submit a maximum of five images of relevant work. Each image requires a description indicating the following:
 - a. Title, date, medium and dimensions.
 - b. Location of artwork.
 - c. Brief project description.
 - d. Project Budget & Commissioning client, if applicable.

- Do not send original artwork. Images Only.

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- Images must be in JPEG format, PC Compatible. Each image must be unlocked and downloadable.

- Do not send images without the required description, or separate descriptions not indicating the piece to which they belong to.

5. If you are a team, please outline your respective roles.

TO APPLY

Please submit all required documents through one of the following options:

OPTION 1: electronically to publicart@ci.pomona.ca.us

All documents should be labeled "Last Name – Item Name".

(i.e. "Last Name – Preliminary Budget Form")

- *Do not send web documents (google docs). Web documents will not be considered.*
- *Do not send any application materials in the body of the email. All materials must be attachments.*
- *Any images embedded within the email will not be considered.*
- *Dropbox is available for all applicants upon request.*

OPTION 2: mail/in-person to Planning Division, City Hall
505 South Garey, Pomona, CA 91769

If you require assistance with your submittal, please contact the Planning Division at (909) 620 – 2191.

SELECTION PROCESS

Artists will be reviewed and selected based on appropriateness for a particular project, the provided narrative, and design concept. Following the proposal due date, the Cultural Arts Commission Citizen's Advisory Subcommittee will review the proposals and select finalists. Finalists will be interviewed during a public meeting before the Citizen's Advisory Committee. The Cultural Arts Commission Citizen's Advisory Committee will select a finalist to prepare a Final Design Plan for the Cultural Arts Commission. For a description of Final Design Concept requirements please visit our website <https://pomonapublicart.org> or the Planning Division.



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Additional Information

- All forms located on <https://pomonapublicart.org> are available in print at the Planning Division, Pomona City Hall 505 S. Garey Avenue 91769.
- The Art in Public Places Manual & Ordinance No.4151 may be printed for interested parties for a small fee.

CONTACT

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