

**REQUEST FOR QUALIFICATIONS**  
**MISSOURI DEPARTMENT OF TRANSPORTATION**  
**APPLICATION DEADLINE: JANUARY 23, 2012, 4 P.M. CST**  
**BUDGET: \$25,000**

**PROJECT INTENT**

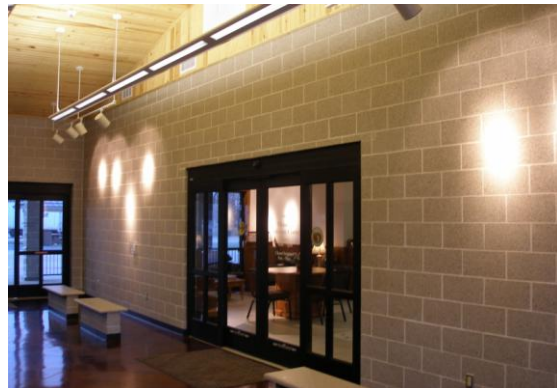
The Missouri Department of Transportation is seeking artists or artist teams to create a mural for a new Welcome Center. Located in the lobby/entranceway, the artwork should inspire visitors to explore the theme of “Energy Conservation and Alternative Energy: Past & Present.”

The mural must be durable, low maintenance, vandal resistant, and appropriate to the location. The artist should take into consideration the high amount of pedestrian traffic at the Welcome Center, light (both natural and electric), and temperature control when designing the artwork.



The Rock Port Welcome Center and Rest Area (which will be identical to the building shown here) is located on south bound Interstate 29 just south of Exit 110 in Atchison County, Missouri.

The mural wall is approximately 44 feet long by 12 feet tall, located in the Welcome Center’s lobby/entranceway. The mural’s theme will be “Energy Conservation and Alternative Energy: Past & Present.”



**BUDGET**

The budget for this project is \$25,000 (no cost overruns will be permitted). The budget includes all costs associated with the project including, but not limited to: artist’s design fee, travel, materials, fabrication costs, documentation, and transportation and installation of the work.

Artwork for this project will be commissioned through the Missouri Department of Transportation and funded with a Federal Enhancement Grant. All work shall comply with all local, state and federal laws.

**ELIGIBILITY**

The project is open to all professional artists and artist teams residing in the U.S. and that have at least five (5) years of public art experience. Applicants must be able to work effectively within the project timeline and budget and collaborate with the multiple government agencies. The

State of Missouri does not discriminate on the basis of race, gender, religion, age, national origin, sexual orientation, or disability.

Qualifications from Missouri Department of Transportation and Missouri Arts Council employees or their relatives, and members of the Welcome Center Artist Selection Panel or their relatives will not be considered.

## **SELECTION PROCESS**

The selection panel includes artists and arts professionals familiar with the field of public art, local residents, and Missouri Department of Transportation staff. The panel will select finalists based on the following:

- Artist's public art experience and competence
- Artist's capacity and capability to perform the work within the budget and time limitations
- Artist's past performance on similar public art projects, including budget, quality of work, and ability to meet schedules

If interviews and design concept proposals are required, a \$500 stipend will be provided to the finalists. The Missouri Department of Transportation is not required to make selections from these submissions, if, in their opinion, qualifications are not appropriate.

## **SCOPE OF WORK**

- a. The Artist shall perform all services and furnish all supplies, material and/or equipment as necessary for the design and fabrication of the artwork at the site in accordance with the specified schedule. Services shall be performed in a professional manner and in strict compliance with all terms and conditions of any signed agreement.
- b. The Artist shall determine the artistic expression, design, dimensions and materials of the artwork, subject to review and acceptance by the Welcome Center selection committee as set forth in any agreement. To ensure that the artwork as installed shall not interfere with the intended use of the site, pedestrian and other traffic flow, parking, and safety devices and procedures at the site, the Artist's proposal shall be reviewed by the Selection committee and its Consultants, as necessary, for approval by the selection committee to ensure compliance with these objectives.
- c. The Artist shall prepare the design concept and the corresponding budget as described. The design concept shall include a description of all materials and products utilized in the artwork and the required routine care and upkeep involved.
- d. Artist shall attend public information meetings with the general public, attend design and construction coordination meetings with selection committee, general contractor, architect and other parties, as appropriate, to communicate about the artwork and to ensure appropriate integration and/or installation of the artwork. Number of meetings of this nature shall not exceed two (2) for the duration of the contract.
- e. The Artist shall complete the fabrication of the artwork by the scheduled installation date of December 2012.

- f. The Artist shall secure any and all required licenses, permits and similar legal authorizations at the Artist's expense as may be necessary for the installation and maintenance of the artwork at the site.
- g. We should consider that some, if not a large majority of the work, may be done on-site. The Artist shall arrange the transportation and installation of the artwork in consultation with the Missouri Department of Transportation contact person. If the Artist does not install the artwork him or herself, the Artist shall supervise and approve the installation.
- h. Artist shall provide required insurance.
- i. Artist shall provide a list of all subcontractors along with a copy of the agreement between the Artist and each subcontractor, if applicable.
- j. Artist shall provide a maintenance manual with a description of all materials and products utilized in the Artwork and the required care and upkeep involved.
- k. Artist shall provide photographic documentation of the Artwork.
- l. Artist shall be available with reasonable advance notice for meetings, ceremonies and the like, as necessary. Number of meetings of this nature shall not exceed two (2) for the duration of the contract.
- m. Artist will grant the Missouri Department of Transportation an irrevocable license to make two-dimensional reproductions of the artwork for non-commercial purposes.

## **SUBMISSIONS**

Interested artists should submit one packet with the following items (in the order listed below). Printed materials must be typed in at least 11-point font. Do not use any binding, folders, or notebooks. Submissions may be mailed or hand-delivered to:

Missouri Department of Transportation  
ATTN: M. Elaine Justus  
3602 North Belt Highway  
St. Joseph, MO 64506.

1. A letter of interest [maximum 2 pages] outlining your approach to public art as well as providing the panel with insights regarding your interest in making art for the Missouri Department of Transportation and the public realm in general; what you bring to the project as an artist; challenges and/or sources of inspiration presented by the Welcome Center project; and any other comments that might help to differentiate you as a candidate.
2. A professional resume [maximum of 3 pages]. Artists working collaboratively must submit a resume for each team member.
3. Three (3) references with current contact information [maximum 1 page].
4. An annotated image list of up to 15 related past works [maximum 2 pages]. This list must be presented in the same order as the CD and clearly indicates the following:
  - Image name (must match image names on the CD)
  - Title
  - Dimensions
  - Materials

- Date of work (proposed and actual completion dates)
  - Locations
  - Project budget (proposed and actual contract budget)
  - If applicable, commissioning entity, project manager/owner and contact information (for verification of the artist's performance on the project)
  - Thumbnail image adjacent to each list entry is highly recommended to assure the panel understands what they are seeing.
5. One CD-ROM (labeled with the artist's name or team name) that contains up to 15 clearly labeled images of related past work. Format the images as follows:
- Dimensions: 1920 x 1920 pixels.
  - File Format: Save all images as BASELINE Standard JPEG. Do not save as a Progressive JPEG.
  - File Size: JPEGs must be under 1.8 MB.
  - Name each image with the following format in the order you want them to appear: lastnamefirstnameimagenumber.jpg. For example, filenames for artist Pablo Picasso would be picassopablo01.jpg, picassopablo02.jpg, picassopablo03.jpg, and so on.

Note: The Missouri Department of Transportation is not responsible for distortion or alteration of images as they appear on monitors as projected.

## **DEADLINE**

Submissions must arrive by 4:00 p.m. Central Standard Time on Monday, January 23, 2012. Postmarks are not acceptable. Late submissions will be returned unopened.

## **ESTIMATED PROJECT SCHEDULE**

Application Due	4 p.m., CST, Monday, January 23, 2012
Selection Panel Review	Late January/February 2012
Finalist Notified	Week of February 27, 2012
Finalist Interviews/Panel Selection Process	March/April 2012
Contract Preparation	May 2012
Design, Development, Fabrication and Installation	June-December 2012

## **RESOURCES**

- City of Rockport, Missouri: <http://www.rpmo.com>
- Missouri Department of Transportation (MoDOT): <http://modot.gov>
- Past MoDOT Welcome Center Murals: <http://www.modot.mo.gov/newsandinfo/Connections/documents/Mar09.pdf> (page 6); <http://www.modot.mo.gov/newsandinfo/Connections/documents/MoDOT-DEC09-Proof.pdf> (page 6); <http://www.modot.mo.gov/newsandinfo/connections/documents/Jan2010.pdf> (page 12)
- Image Preparation: [https://www.callforentry.org/image\\_prep.phtml](https://www.callforentry.org/image_prep.phtml)

## **QUESTIONS?**

For more information, contact: M. Elaine Justus at 816-387-2353 or [margaret.justus@modot.mo.gov](mailto:margaret.justus@modot.mo.gov).