Request for Qualifications
RFQ752-13-114223-CC

September 4, 2013

Re: Request for Qualifications
Artist Commission
University of North Texas University Student Union
Class/Item 961-04

The University of North Texas (UNT) in partnership with the UNT Art in Public Places Committee (APPC) and the Union Advisory Committee (UAC), seeks responses to a Request for Qualifications (RFQ) from professional visual artists residing in the United States, inviting artists to submit qualifications for a large-scale public art project associated with the new University Student Union building on the main campus in Denton, Texas. The final artwork will contribute significantly to the University Art Collection and enhance and compliment the newly renovated and expanded 300,000 square foot Student Union facility. Qualifications are being sought from artists working a variety of media and artistic approaches, especially from those artists who are interested in having their design concepts implemented in durable and easily maintained materials.

UNT is the fourth largest university in Texas and the choice of more than 36,000 students. Located 45 miles north of the Dallas-Fort Worth area, UNT is situated in a college town, with 120,000 residents, and is surrounded by Denton County, with over 650,000 residents. The median and average age of City of Denton residents is mid-30s. Over half of residents have earned college degrees. Located in the midst of North Texas Horse Country, one of the largest concentrations of horse farms in the US, Denton is known for its rich African American heritage, music scene, eclectic Downtown, and annual cultural celebrations, including the Denton Arts and Jazz Festival, Blues Festival, and 35 Denton. Denton is home to a burgeoning public art collection, numerous public parks, two public universities, and the Denton State School.

As a student-centered public research university, UNT is recognized for nationally ranked programs in music, the arts, public administration, and education. UNT is a diverse campus and one of only nine universities in the United States enrolling more than 5,800 Hispanic students and more than 4,300 African-American students. In fall 2009, UNT led Texas in the number of Native American Students. Female students slightly outnumber male students by about 2%. Of the more than 36,000 students attending UNT, more than 2,000 are international students, representing 125 countries, and more than 2,500 are veterans and their dependents.

The existing Student Union dates to the late 1960s and hosts 2.7 million visitors annually. The new Student Union will involve renovation and expansion of the existing structure, and will utilize water efficiency measures, natural light, and renewable materials. The new building is designed to achieve Leadership in Energy and Environmental Design (LEED) Platinum Certification from the US Green Building Council and to function over a 50-year time period. UNT’s vision is to be a global leader in environmental, economic and social sustainability through research, practice and education. For example, during the 2012 fall semester UNT recycled 122 tons of materials; conserved 10,800 cubic feet of landfill space, 850,000 gallons of water, and 46,000 gallons of oil; generated some of its own wind power; and saved more than 2,000 trees.

The Student Union is located in the heart of the campus, surrounded by the contemporary Business Leadership Building, the historic Hurley Administration Building, a commuter transportation hub, Eagle Student Services Building, and Willis Library. The Student Union facilities will feature a myriad of dining experiences, meeting spaces, a lyceum, campus and retail bookstores, music performance areas, a visual art gallery, mail services, and more. A meditation room will be added, which will play an important role in the university’s commitment to creating quality of
life for the UNT community and visitors. The Student Union is home to the UNT Veteran’s Center, Multicultural Center, Student Government Association, and Center for Leadership and Service.

The Student Union will serve as a place to meet, relax, and interact. It will be a place that enables people to get to know one another, celebrates alumni accomplishments and stories, and promotes UNT values of Access, Accountability, Collaboration, Diversity, Engagement, Excellence, Sustainability, and Service, toward an inclusive environment where everyone can do their best work.

I. Scope of Services

If commissioned, the successful artist shall be responsible for the following:

A. Performing all services, furnishing all supplies, materials, and equipment necessary for the design, execution, fabrication, transportation, and installation of the artwork at the site, in coordination with the Project Manager.

B. Submitting to UNT detailed working drawings of the commissioned artwork in its proposed location in order to permit UNTS to carry out architectural and engineering design reviews and to certify the compliance of the artwork with applicable statutes and ordinances.

C. Strictly adhering to the approved project, budget, and schedule in coordination with the Project Manager, who will submit regularly scheduled written Progress Reports to UNTS.

D. Bearing the entire risk of loss or damage to the artwork during design, fabrication, packing, shipping, and installation, where applicable.

E. As a project cost, maintaining insurance to cover claims for damages for personal injury, bodily injury (including wrongful death), and property damage. The artist, in coordination with the Project Manager, shall require all subcontractors to provide and maintain insurance. A complete list of insurance requirements and resources will be provided to project finalists.

F. Comply with contractor’s job site safety regulations, including safety training and equipment where applicable.

G. The artist’s design(s) should complement UNT’s architectural traditions and enhance the site’s identity and use.

II. Project Scope

Through the Percent for Art Program, UNT seeks to enhance and enrich the campus environment and community relationships through the acquisition, presentation, and preservation of art works in public spaces that respond to and illuminate the condition, context, and potential of the campus. The commissioned artwork will recognize the spirit of the UNT student body as individual, diverse, and ambitious.

A. Eligibility
   Professional artists or artist teams residing in the United States and who are eligible to work in the United States.

B. Themes
   Overarching themes in the artwork should encompass one or more of the strengths of the UNT community: diversity, tradition, sustainability, and technology; and how these qualities carry forward into our community’s future.
The UNT community is known for its diversity and its support of individuality and belonging, openness and tolerance. Diverse in race, ethnicity, gender, sexual orientation, religion, political views, and abilities, the UNT community is committed to maintaining an unpretentious and accepting atmosphere, welcoming to anyone who strives to achieve his or her personal best. This is one of UNT’s greatest strengths.

Traditionally robust areas of study are music, art, and education, joined by recent growth and focus in social sciences, scientific research, and engineering.

UNT students want the new Student Union to narrate the story of UNT’s histories, traditions, and strengths and to weave the contemporary community around this story.

Thematic content may explore history, natural environment, cultural identities, and/or a connection to a global world.

The artwork’s theme should stand the test of time and encourage a sense of tradition, even if to form a new tradition, such as a meeting place.

The artwork should engage people through touch, technology, and/or content.

C. Artwork Opportunities

The following sites have been identified as locations for major statements (see Project Specifications for detailed information). The sites represent areas of high traffic and visibility as well as opportunities to enhance the building through integration of artwork and environment.

- Project No. 001 – Third Floor Corridor
- Project No. 002 – Two-story Bookstore and Dining Atrium
- Project No. 003 – Curved Wall in Public Dining Room
- Project No. 004 – Meditation Room Entrance Wall

D. Project Specifications

Project Name: University Student Union
Institution: University of North Texas
Location: Denton, TX

Project Budget: An individual budget amount is listed with each project number below. This estimated amount is inclusive of all costs associated with the individual project, including but not limited to artist fees, other consultants’ fees, insurance to cover the scope of the project, design, materials, fabrication, transportation and installation, including any site modification, and a 5-10% maintenance reserve.

Installation Deadline: Summer 2015
The selected work must be in place by the time the building reopens.

Project No. 001: Third Floor Corridor
Project Budget: $410,000
Area dimensions: 10’ high X 80’ long
Existing wall materials: Glass and drywall
Floor materials: Terrazzo

Goals of the Project:

The target space is a high traffic corridor along one of the two main axes in the Student Union, formed where the new building abuts the existing and separate Eagle Student Services Center building (ESSC). Windows in ESSC staff office areas open onto the new corridor. This artwork will form a porous privacy screen along the length of the Union building corridor on its west side, between the corridor and the ESSC windows, allowing the transfer of light between spaces. On the east side of the corridor, opposite the windows, are entrances to the ballroom, where the University hosts formal, upscale events, such as the Emerald Eagle Ball, which raises scholarship funds for talented students from families with adjusted gross incomes below $40,000. The corridor leads from a main building entrance to a study lounge and a mezzanine overlooking the One O’Clock Lounge, where the nationally acclaimed One O’Clock Lab Band plays regularly.

The artwork materials should take into consideration the dangers of a high-traffic thoroughfare in an academic environment, where students carry backpacks, umbrellas, food and drink, etc.

Project No. 002: Two-story Bookstore and Dining Atrium

Projected budget: $360,000
Area dimensions: 20’ high x 52’ wide x 24’ long
Existing materials: Acoustical ceiling tile with drywall perimeter
Maximum weight: 5000 lbs; sculpture may be supported from a single point or multiples and from the roof structure beams only.

Goals of the Project:

The target space is a two-story, narrow atrium facing on one long side a two-story glass wall looking out to an entrance plaza and commuter transportation hub. Along the other long side on the first floor is the university bookstore and on the second floor a food court. The artwork should be designed to hang from the ceiling into the space below.

The space utilizes natural daylight to highlight the university’s commitment to sustainability.

On the first floor, the artwork would be viewed above the bookstore entryway and retail sales floor, including merchandising displays.

Project No. 003: Curved Wall in Public Dining Room

Projected budget: $176,000
Area dimensions: 8’ high x 115’ long
Existing materials: Drywall
Floor: Terrazzo and ceramic tile

Goals of the Project:

The target space is an 8’ foot high curved wall that separates a food court from a dining space and faces large windows looking out to a landscaped exterior plaza. The artwork should be designed with materials that can be cleaned regularly using every-day cleaning methods by UNT custodial staff. This space would especially support a mosaic piece, but other solutions will be considered.
Project No. 004: Meditation Room Entrance Wall

Projected budget: $72,750  
Area dimensions: 14' high x 32' long  
Existing materials: Glass, however the artwork may dictate the material  
Floor: Hardwood

Goals of the Project:

The target space is a wall and entry to a meditation room located on the relatively quiet 4th floor of the Union along with staff offices, upscale conference room, lounge, President’s suite, and outdoor roof garden. This is an opportunity for the artwork to serve as a wall in etched glass or other treatment. The meditation room is designed to provide a quiet place for reflection and restoration.

III. Submission Requirements

Application materials include, in this order (see Section VII for specific instructions):

- 10 images of previous work
- Detailed, annotated image descriptions
- Letter of Interest (no more than 2 pages)
- Resume
- Three references (name, title, institution, address, email, phone)

IV. Historical Underutilized Businesses

Plan for participation of Historically Underutilized Businesses (HUB):

A. It is the policy of the University of North Texas System to promote and encourage contracting and subcontracting opportunities for HUB in all contracts. At this time, the University has not determined any probable subcontracting opportunities exist. However, the University will require one at a later date if it is determined that subcontracting is an option.

V. UNT Contract

The artist selected and approved by the University President and shall be asked to enter into a contract with the University of North Texas for the purpose of commissioning and installing an artwork for the entire duration of the project.

VI. Selection Procedure/Description of Process

The RFQ is Phase One of the commissioning process. After the application deadline, a Selection Committee consisting of arts professionals, a representative of the UNT Art in Public Places Committee, a representative of the architectural design team, and others as deemed necessary, will screen applicants to establish a qualified candidate pool to be considered in Phase Two of the commission process (please see Evaluation Criteria in paragraph IX below).

On the basis of the received applications, Phase Two finalists will receive $4,000 each to visit the UNT campus, review the site, develop a proposal and produce a maquette of their proposed artwork for further
consideration. Phase Two proposal requirements will include presentation materials, drawings, a model, and related specifications in sufficient detail and in the format required to convey the design intent. The proposal stipend shall include travel and all other expenses as needed. After reviewing proposals and maquettes, the Selection Committee will recommend candidates to the Union Advisory Committee. Candidates will be recommended individually per project, or a candidate may be a facilitator for two or more projects. Final selections will be made by the Union Art Advisory Committee. The Chair of the Art in Public Places Committee will then recommend the final selections to the UNT President for final approval.

VII. Submission Procedure

Qualifications are due on or before 5:00 P.M. October 18, 2013. Responses received after this deadline will not be accepted. Responses should be submitted via the UNT Artist Registry by creating a free, online profile at [http://art.unt.edu/forms/appp-registration](http://art.unt.edu/forms/appp-registration). Instructions to create the profile are available on the homepage of the Registry. If you are unable to use the online format, responses should be delivered by overnight mail or hand delivered to the address below. Please combine all required submission materials in a single PDF file (see Section III above), starting with images and image annotations, followed by a letter of interest, resume, and list of references, in that order. All documents should be formatted as 8 ½” x 11” page size. Provide two (2) copies of your submission materials – one (1) printed color copy presented loose in a folder or envelope, without staples or dividers; and one (1) digital copy saved on a CD or flash drive. Please also provide a separate folder on your digital copy that includes only individual jpeg files of the images you included in your PDF.

Overnight mail or hand-deliver responses to:
University of North Texas
Art in Public Places Committee
Attn: Tracee Robertson
RFQ 752-13-114223-CC
1201 W Mulberry St, Room 107
Denton, TX 76203

Emailed or faxed responses will not be accepted.

A. The Selection Committee will elect to short-list artists to submit proposals. These artists will be notified on or about November 22, 2013.

B. The short-listed artists will be invited to visit UNT and review the site locations during the Spring of 2014.

C. Proposals from the short listed artists will be due during the Spring of 2014.

VIII. Selection and Production Schedule:

The schedule for selection is as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQ posted</td>
<td>September 3, 2013</td>
</tr>
<tr>
<td>Written Inquiries must be received by</td>
<td>September 20, 2013</td>
</tr>
<tr>
<td>Responses to Inquiries will be posted by</td>
<td>September 27, 2013</td>
</tr>
<tr>
<td>Applications Due</td>
<td>October 18, 2013</td>
</tr>
<tr>
<td>Selection Committee Review</td>
<td>October 28-November 8, 2013</td>
</tr>
<tr>
<td>Notification and Invitation to Submit a Proposal</td>
<td>November, 2013</td>
</tr>
<tr>
<td>Visits to UNT to review site locations</td>
<td>Spring 2014</td>
</tr>
</tbody>
</table>
Proposals Due (a more detailed schedule will be provided)  Spring 2014
Final Notification                                                Summer 2014
Contract Due                                                     Summer 2014
Production                                                       Fall 2014 – Spring 2015
Installation (in conjunction with FFE)                           Summer 2015
Grand Opening (artwork must be installed completely)             Fall 2015

IX. Evaluation Criteria:

Artists will be selected on the basis of experience and qualifications using the following criteria:

A. Artistic excellence, innovation, and originality as evidenced by representations of past work and other supporting materials.

B. The artist's work is judged to be appropriate to the goals of the project and for the architectural space in which it is to be installed, and enhances rather than conflicts with the architectural design.

C. The artist's professional experience is adequate to meet the demands of the project.

D. The artist is available to participate collaboratively in design, approval, and implementation of the project as required.

E. Assessed ability to meet project deadlines and to perform work in a timely and professional manner.

F. Results of reference checks.

X. Design Proposal Requirements

In the event you are asked to develop a proposal, complete responses to the following will be required. UNT reserves the right to request additional information from individual artists at its discretion.

• Preliminary written concept of artwork proposed and the rationale for this choice.
• Site-specific preliminary rendering of the proposed public art piece with approximate dimensions.
• Basic timeline for design development through installation.
• Preliminary description of anticipated maintenance requirements for the proposed work(s) of art, including, but not limited to, instructions regarding cleaning of materials, routine maintenance procedures, and methods and/or instructions for minimizing the effects of environment and other risks of damage.

In the event you are asked to develop a proposal, the Art in Public Places Program policy shall apply:

• At its sole discretion, UNT shall have the unconditional right to own proposal maquettes and/or drawings submitted as part of the proposal commission, whether or not the artwork is selected for implementation.
• If UNT, at its sole discretion, decides to return the maquette and/or drawing to the artist, the artist shall give credit to the UNT Art in Public Places Program should the maquettes or drawings be reproduced or displayed, whether or not the artwork is selected for implementation at UNT.
• The artist shall retain intellectual property rights related to the proposal maquette and/or drawing.
• UNT requires that all proposals and/or maquettes submitted are original and unique.

XI. Questions:
Please address your questions concerning this RFQ via email to tracee.robertson@unt.edu. All questions should be received at least five (5) days prior to when responses are due. All questions and responses will be posted at [http://untappc.blogspot.com](http://untappc.blogspot.com) by 12:00 am on the due date for inquiries (see Schedule paragraph VIII).

Prior to submitting qualifications, artists should check for any addenda at [http://untappc.blogspot.com](http://untappc.blogspot.com) that may be posted in relation to this project. It is recommended that artists wait to submit their application until after the deadline for responses to inquiries, listed above (see Schedule paragraph VIII), so that they may have all relevant information prior to submitting.

Artists should not rely on information obtained from other sources. UNT reserves the right to waive any or all formalities and to reject any or all responses if it determines it is in its best interest to do so.

**Please DO NOT CONTACT ANY OTHER INDIVIDUALS FROM THE UNIVERSITY. This may result in disqualification.**
Beam and girders highlighted can carry 5,000 lbs load can be applied simultaneously.