



# Requests For Qualifications: Seminary Park Archway

Noblesville Parks and Recreation seeks an artist to design and fabricate an archway to act as a gateway into Seminary Park. The Archway will be a component of a redesign and upgrade of Seminary Park and will be a prominent, iconic new feature of this historic space. This Archway is also meant to emulate other Archways proposed for the alleys around the Courthouse square in Downtown Noblesville and is part of a concerted effort to elevate Noblesville's Downtown District.

## **DEADLINE FOR SUBMISSION:**

Monday, September 23, 2019 by 4 p.m.

## **ELIGIBILITY:**

To be eligible to submit for this opportunity, artists must:

- Be able to meet all of the project requirements (see below)
- Be age 18 or over
- Be willing to meet all contractual obligations and adhere to a strict budget and timeline
- Carry personal liability insurance for the duration of the project (Nickel Plate Arts can provide a referral to an insurance provider if needed.)

## **THIS PROJECT WILL REQUIRE:**

- Developing a design that adheres to the Downtown District Committee's design standards for Archways (included in Resources below)
- Fabricating the components of archway
- Installing the archway in accordance with all codes, safety guidelines, and construction schedules
- Efficient direction of and collaboration with contractors and volunteer groups to install all components of the archway
- Efficiency and timeliness: this project must be completed by the end of October, 2019 (exact deadline is dependent upon weather and the progress of other key elements of the Seminary Park revitalization).
- Climbing ladders and using other equipment to install the archway
- Working outside in a range of weather conditions: The archway is an outdoor feature – artists must be prepared to work in cold, heat, rain, wind, and other inclement conditions.

### **PROJECT BUDGET:**

This project will carry a commission fee of up to \$6,000 for design, fabrication, and installation of the archway. This fee is to cover all of the artists' compensation and anticipated expenses, including (but not limited to) design fees and labor. Payment will be made in two installments: 1/2 will be paid to the artist at the start of the restoration process, with the remaining 1/2 to be paid upon completion of the project.

### **RESOURCES:**

#### **Design Standards for Noblesville Archways:**

<https://docs.google.com/document/d/1R4meGF623XpDfRxYkysrTCgMYVB0ggeLerT-U6XxFqs/edit?usp=sharing>

#### **Specific Requirements for the Seminary Park Archway:**

The Seminary Park Archway will sit atop two masonry pillars. The pillars are designed to be 10 feet apart, from center to center. The columns will be 7'-10" high and the Archway must provide at least 8' of clearance from the lowest part of the of the arch to the ground. The columns will have a cap that will be approximately 3-3.5" tall. Exact plans and specifications for these columns will be provided by Noblesville Parks when an artist has been selected.

#### **Original Concept Sketch of Seminary Park Archway, for reference:**



#### **Background information about the Seminary Park revitalization project:**

<http://youarecurrent.com/2018/01/23/the-future-of-seminary-park-city-works-to-make-a-plan-to-improve-the-downtown-park/>

## **SELECTION PROCESS**

Artists must submit their qualifications to the Noblesville Parks and Recreation Department **by 11:59 p.m. on Sunday, September 15, 2019**. Representatives from the Parks Department, the Parks Foundation, Nickel Plate Arts, and the Noblesville Arts Council will review submitted qualifications and select up to three finalists to interview further.

Note: While this is the intended selection process, in the event of an insufficient number of qualified applicants, the Noblesville Parks and Recreation Department reserves the right to invite an artist to propose, or to directly select an artist and also reserves the right to cancel the opportunity entirely at any point and for any reason.

## **SELECTION CRITERIA:**

Finalists will be selected based upon the following criteria:

**Technical Ability:** Artist's submission indicates professionalism, skill with materials and techniques, and indicates the capacity to meet the requirements of this project

**Artistic Quality:** Artist's past work is appropriate to its context, innovative, creative and stylistically distinctive

## **PROJECT TIMELINE:**

*This timeline represents the project as it now appears. Changes may be necessary as the project progresses:*

- Release Request for Qualifications: Sep 10, 2019
- Deadline for qualification submissions: September 23, 2019
- Selection Committee Review: September 23-Oct 5
- Selection of final candidate: no later than Oct 15
- Design & fabrication: Oct 15-Nov 4
- Installation: Nov 4-8 (weather dependent)
- Dedication and Kick-off Party: First Friday, Dec 6, 6-9 pm

## **HOW TO APPLY:**

Artists must submit the following information to Brandon Bennett, Director of Noblesville Parks, [bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us) (please note: submission materials will not be returned to applicants).

1. **Application:** Please fill out the form on the next page completely and return it with the other items listed below.
2. **Resume:** Please include a copy of your artistic resume
3. **Cover Letter:** Please include a statement about your interest in this project, as well as any personal or professional connection you have to Noblesville and how that connection influences your interest in this project. Please also include a statement about how your previous work experience qualifies you for this opportunity.
4. **Concept Sketch:** Please include a simple sketch of your idea for this project. This will help the review committee understand how your artistic style might be translated to the project. Please understand that this concept will be a starting place for discussion of the project: we do not expect it to be highly polished, final proposal.

5. **Examples of previous artwork:** Submit 2-10 digital images in .jpg or .pdf format of past work. Please limit the file size of each image to 2MB or less. If possible, include images of at least 1 previous project that is appropriate to the conditions of this brief.
6. **Image information sheet:** Submit a sheet with the following information about each submitted project: title, date completed, client/neighborhood/site name, total artwork budget, and a brief (1-2 sentences) description of the project or piece it relates to this project. Include a directory of which image titles you have submitted are associated with each project (ex: for an artist named Smith: PROJECT X: Images Smith 1, Smith 2, Smith 3; PROJECT Y: Smith 4, Smith 5, Smith 6). Submit this sheet in .doc, .docx or .pdf format.

**DELIVERY OF SUBMISSIONS:**

Submissions may be emailed to Brandon Bennett at [bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), shared via Dropbox, or hand-delivered to the Noblesville Parks and Recreation office.

Mailed or delivered submissions must be loaded on a single usb drive. CDs, DVDs, or printed items cannot be accepted. USB drives must arrive at Nickel Plate Arts no later than 5 pm on Friday, Feb 23<sup>rd</sup>, 2018. A dropbox share request must be time-stamped by 5 pm on Friday, Feb 23<sup>rd</sup> – all items must be included in the shared folder by that time. Any item that is time-stamped as being uploaded after 5 pm will be disqualified from consideration.

The Delivery Address is:  
ATTN: Aili McGill  
Nickel Plate Arts  
107 S. 8<sup>th</sup>  
Noblesville, IN 46060

**QUESTIONS? CONTACT:**

Aili McGill, Executive Director, Nickel Plate Arts: [amcgill@nickelplatearts.org](mailto:amcgill@nickelplatearts.org) or 317-452-3690

Or Brandon Bennett, Director of Noblesville Parks and Recreation:  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us)

# Seminary Park Archway Artist Application:

Artist name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state and zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

**Proposed Budget:** *Because this project is funded by the City of Noblesville, artists must submit budget documentation. Please detail your projected budget for this project, including material costs, fabrication costs, and your own artistic fees below. You may attach additional pages or documentation if needed. We understand that pricing and hours may vary as you enter into this project: this preliminary budget will help us understand your process. If you have questions about this step, please contact Aili McGill - [amcgill@nickelplatearts.org](mailto:amcgill@nickelplatearts.org).*