



CITY OF EL SEGUNDO CULTURAL DEVELOPMENT PROGRAM: 2021-2023 PREQUALIFIED ARTIST POOL REQUEST FOR QUALIFICATIONS (RFQ)

SEPTEMBER 2021



**City of El Segundo Cultural Development Program: 2021-2023 Prequalified Artist Pool
Request for Qualifications (RFQ)**

Hard Deadline: Thursday, March 31, 2022 at 4pm (PST)

I. CALL SUMMARY

The City of El Segundo's Cultural Development Program (ESCDP) invites artists and artist teams working in a variety of 2D and 3D visual media and artistic approaches at all stages of their artistic career to submit qualifications for inclusion in a Prequalified Artist Pool for upcoming public art opportunities. A list of visual artistic disciplines may include but not be limited to painting, sculpture, mural, illustration, photography, drawing, printmaking, graphic design, new media and digital art, decorative arts (ceramic, pottery, jewelry, glass), architecturally integrated installations, social practice-based art, environmental and earth art. A list of eligible artists selected for the Prequalified Artist Pool will be used by the ESCDP staff to recommend appropriate applicants for a range of permanent and temporary public art opportunities. Artists invited to be part of the Prequalified Pool will be selected based on relevance of their previous experience and demonstrated artistic practice for at least 3 years. Prequalified artists/artist teams will remain on the list for two years (2021/2022-December 31, 2023).

PLEASE NOTE: Inclusion in the Prequalified Artist Pool does not guarantee selection for any projects. The ESCDP reserves the right to launch separate calls for artists for individual projects and special initiatives.

II. ELIGIBILITY

The call is open to all practicing artists, artist teams, and visual arts professionals at least 18 years of age who reside or work in Los Angeles County or Orange County; such individuals must be authorized to work in the United States. Local artists residing or working in the South Bay Area Region are strongly encouraged to apply and may be given preference for projects with limited budgets.

ELIGIBILITY RESTRICTIONS

Individuals with conflicts of interest are not eligible. Elected officials, commissioners, board members, committee members, agents, officers, and employees of the City of El Segundo and their business partners and their immediate family members are not eligible under this RFQ.

III. APPLICATION DEADLINE AND REQUIREMENTS

Hard deadline: Thursday, March 31, 2022 at 4pm (PST).

*****Artist opportunities are available as early as October 2021. We highly encourage applicants to submit their applications as soon as possible. Early submissions will increase the level of commissions they are considered for.**

Submission materials must be submitted via email as one MERGED PDF format document to Cultural Arts Coordinator Sam Lee: slee3@elsegundo.org. Please note that any email submissions received after the deadline will not be considered. In addition, materials submitted via post, fax or in person will be rejected.

All submitted application information, including artist's resume, images of completed artworks and/or previous projects and annotated descriptions will be archived and saved and can be accessed by the ESCDP staff in the future. All applicants should allow adequate time to submit their applications, and we recommend that you complete your application well ahead of the deadline in case of complications.

All applications should include the following (in the listed order below as one MERGED PDF format document):

1. **Artist Statement** should outline your interests, describe your art practice, provide a summary of your relevant experience as an artist/artist team, and address how that experience may qualify you for public art commissions. If applying as a team: please clarify collaborations and outline roles.
Character limit: 3000 (approx. 500 words).
2. **Current Resume**, including public and private art commission, exhibition and publication history (team resume if applying as a team). Character limit: 8000 (approx. 1300 words).
3. **Artistic Discipline.** Artist and artist teams working in more than one discipline may indicate all disciplines they work in.
4. **Up to Ten (10) Images** of previous work including completed projects and most recent commissions. Please submit only successfully completed projects or works. Digital images must be presented in color, sharp and viewable dimensions.
5. **Annotated image descriptions** including title, date, location, medium/materials, art budget, and a brief description (up to 5 sentences per image). For team applications, please indicate the lead artist for each project or artwork.

IV. ARTIST SELECTION PROCESS

The applications will first be pre-screened by the ESCDP staff for the minimum eligibility criteria listed below:

- ✓ **Complete application submitted prior to the application deadline.**
- ✓ **The submitted application demonstrates evidence of professional competence.** Eligible artists/artist teams must demonstrate a record of a consistent art practice. Artists/artist teams with successfully completed permanent and/or temporary art commissions in public and/or private development, exhibition history, education, or training as an artist/artist team will increase the level of commissions they are considered for.

All artists/artist teams approved for inclusion in the prequalified pool will be notified by the ESCDP staff in writing. Eligible applicants will be reviewed and selected for any appropriate public art opportunities as they arise from September 15, 2021 to December 31, 2023.

Artists/artist teams will be contacted prior to any selection panel process to confirm their interest and availability for a particular commission opportunity. The project selection panels may include but not limited to City staff, visual arts and public art professionals, appropriate project members, and community stakeholders.

V. BUDGET AND ARTIST STIPEND

Budget and artist stipend vary, depending on the individual opportunity.

VI. CONTACT

Reach out to Cultural Arts Coordinator Sam Lee: slee3@elsegundo.org or 310-524-2771, if you require any clarifications about the Prequalified Artist Pool, and/or any assistance with the content of your application.

VII. EI SEGUNDO CULTURAL DEVELOPMENT PROGRAM POLICIES

- Any selected artist/artist team must perform the duties requested as an independent contractor and not as an employee of the City of El Segundo.
- All selected artists/artist teams must enter into an agreement with the City. Depending on the individual opportunity, the selected artist/artist team may be asked to obtain, at the selected artist/artist team’s sole cost and expense, all insurance and business licenses required by the City. The selected artist/artist team may be asked to refrain from working until such insurance and licenses have been approved by the City.
- ESCDP reserves the right to terminate the selected artist/artist team’s agreement at any time, with or without cause.
- Inclusion in the Prequalified Artist Pool does not guarantee selection for any projects. El Segundo Cultural Development Program (ESCDP) reserves the right to launch separate calls for individual projects and special initiatives.
- ESCDP reserves the right to accept or reject any applications or portions thereof without stated cause. In selection of an artist/artist team for a special event, the ESCDP staff shall attempt to negotiate and reach a final agreement with the selected artist/artist team. If the ESCDP, for any reason, is unable to reach a final agreement with the selected artist/artist team, the ESCDP then reserves the right to reject such artist/artist team and negotiate a final agreement with another artist/artist team of the ESCDP’s choosing. The ESCDP may also elect to reject all proposals and re-issue a new RFP or enter into an agreement with any artist/artist team of the ESCDP’s choosing.
- ESCDP is not responsible for the loss or damage of any submitted materials. All information contained herein does not constitute either an expressed or implied contract and these provisions are subject to change without notice at any time and for any reason in the sole discretion of the ESCDP.
- ESCDP is committed to fostering a diverse and inclusive workforce. Diverse applicants are encouraged to apply.

IX. TENTATIVE SCHEDULE

Issuance of Request for Proposals (RFP)	September 15, 2021
Application Deadline	March 31, 2022

Review of Applications (Selection Panel)
Notification of Selection

Starting October 2021
Starting October 2021

X. BACKGROUND

The City of El Segundo, known as the “Aerospace Capital of the World,” is a coastline community in the South Bay region of Los Angeles County. The City, coined by Standard Oil Company for its second oil refinery in California, was incorporated on January 18, 1917. El Segundo, 5.46 square miles in area and with a current population of 16,504, is renowned for maintaining a quaint, small town atmosphere as well as a thriving business environment that caters to some of the world’s most prestigious entities. It is home to the Los Angeles Lakers, Los Angeles Kings, Raytheon Technologies, Boeing, Los Angeles Air Force Base, Mattel, Beyond Meat, and Los Angeles Times.

On November 19, 2019, the El Segundo City Council adopted Ordinance No. 1594, establishing a Public Art or In-Lieu Fee Requirement and a Cultural Development Fund. The requirement applies to certain commercial and industrial developments with a project cost exceeding \$2,000,000. The mission of El Segundo’s Cultural Development Program, operated by El Segundo Public Library staff, is to expand the City’s artistic, cultural, and creative resources by enhancing the environment and quality of life. The intent is to achieve high-quality and site-specific artwork, temporary art exhibitions and experiences, increase public access to the arts, encourage civic engagement, help drive tourism and revenue to local businesses, contribute towards realizing cultural equity and inclusion, create opportunities for artists and art organizations in the region, and to transform people, places and communities. The El Segundo Cultural Development Program works with established and emerging artists from all disciplines to create permanent artwork, creative place keeping projects, public engagement activities, temporary art exhibitions and event-based programming. The goal is to enrich the lives of the City’s residents and visitors and encourage greater artistic appreciation and cultural awareness. For more information, visit <https://www.elsegundolibrary.org/about-us/cultural-development-program-268521>.

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XI. SIGNATURE BLOCK

Please return this page with your application or duplicate the information in your cover letter.

The undersigned hereby certifies:

- () familiarization with all terms, conditions, and specifications herein stated,
- () artist/artist team is qualified to perform work and services as proposed,
- () that the application submitted is valid until _____(date).

Name

Authorized Signature

Mailing Address

Email Address

City, State, Zip

Phone Number