Call to Artists
Request for Qualifications (RFQ)

Public Art at the Marshalltown Police & Fire Building
Marshalltown Public Art Committee (M-PAC) & the City of Marshalltown
Marshalltown, Iowa

SUBMISSION DEADLINE: June 14, 2019

Project Description
The City of Marshalltown, in partnership with the Marshalltown Public Art Committee (M-PAC), a division of the Marshall County Arts & Culture Alliance, is seeking an artist or artist-led team for the commissioning of a work of art for permanent installation at the newly constructed Police & Fire Building in Marshalltown, Iowa.

Partner Background Information
The City of Marshalltown’s mission is to collaborate to provide a welcoming, safe, vibrant and growing community. The City’s strategic plan includes four goals, one of which is to partner with local non-profit groups to improve the quality of life. The Arts & Culture Alliance is a proud partner of the City of Marshalltown. A division of the Alliance, the Marshalltown Public Art Committee (M-PAC), was created to enhance the community by providing art in publicly accessible spaces by being a resource for the City of Marshalltown. M-PAC’s main focus is on the city of Marshalltown and has contributed to the city with the addition of Echo in the 13th Street District, Drills at the Marshalltown High School Roundhouse, along with attaining the designation of Marshalltown as an Iowa Great Place.

Facility Background
- **2012** – Marshalltown Police Department facility was deemed unsafe in a formal evaluation
- **2013** – Citizen Advisory Committee was formed to review potential sites for a new building and space requirements
- **Summer of 2016** – Voters of Marshalltown approved a referendum for the construction of a new joint Police & Fire facility
- **Fall of 2016** – M-PAC’s Strategic Planning session; resulting in identifying priority projects which included the new Police & Fire Building
- **Fall of 2017** – Construction Began
- **Summer of 2019** – Expected Completion

The Marshalltown Police and Fire departments serve Marshalltown, a community of approximately 27,500 residents. The facility is located at 909 South 2nd Street in Marshalltown and is roughly 54,000 square feet in size. It will contain offices for both Police & Fire personnel, a communications center for dispatch, living quarters for Fire personnel, garage space for both Police & Fire vehicles and other related functions.
**Marshalltown Police Department**

The Marshalltown Police Department, in partnership with the community, will work to enhance public safety to reduce the fear and incident of crime and to serve the citizens of Marshalltown with respect and dignity and to do so with honor and integrity.

The Marshalltown Police Department consists of an authorized strength of forty-three sworn police officers and five civilian employees. The department is supported in our duties by a group of citizen volunteers and a reserve police officer unit. The Marshalltown Police Department is responsible for the preservation of human life, public peace, protection of the rights of persons and property, prevention of crime, and the enforcement of all state and local laws within the boundaries of the City of Marshalltown. The department works closely with a variety of law enforcement entities at the federal, state and local level to ensure the Marshalltown community receives highly competent and professional law enforcement services.

**Marshalltown Fire Department**

The mission of the Marshalltown Fire Department is to proactively protect life, property, and the environment from fire and other emergencies within the community.

After nearly 40 years of various volunteer organizations serving its residents, the City of Marshalltown organized a full-time career fire department in 1902. The department has signed mutual aid agreements with the 12 volunteer agencies in Marshall County. The Marshalltown Fire Department is responsible for fire suppression, fire code enforcement public education, emergency medical services, special rescue, hazardous materials response, and county-wide auto extrication services.

For additional information about M-PAC and the Arts & Culture Alliance please visit: [http://www.artsandculturealliance.org/marshalltown-public-art-committee.html](http://www.artsandculturealliance.org/marshalltown-public-art-committee.html)

For additional information about the City of Marshalltown please visit: [https://www.marshalltown-ia.gov/](https://www.marshalltown-ia.gov/)
Budget
The budget for the artwork is $50,000, including all associated costs of creation, fabrication, shipment, installation and any required site modifications.

Eligibility
This Request for Qualifications (RFQ) project competition is open to all professional public artists or artist teams from throughout the United States. Artists from diverse backgrounds are encouraged to apply for this project.

Application Requirements and Deadline
Interested artists should submit the following to the Marshalltown Public Art Committee, c/o Amber Danielson at director@artsandculturealliance.org no later than – 5:00 p.m. Friday, June 14, 2019:

- Artist(s) contact information
- Brief letter of interest. Describe your interest in the project and general vision or plan for the artwork. Explain any relevant details about your involvement, such as your process, medium and method by which you create your work.
- Professional artist resume’ or CV including previous experience in creating art for public spaces
- 5-10 digital samples that accurately represent the type of work you do
- Written description of digital samples.
- Names and contact information for three professional references familiar with your experience and/or potential in the field of public art.

Project Goals
The artwork selected for commissioning will:

- Exemplify service, honor, and unity
- Represent respect and pride for the community
- Create an impact for, and compliment the distinct qualities of, the Linn Creek District

Location of the Artwork
The artist may propose a specific exterior location for the artwork. There is available space in the interior lobby of the building for the installation; however, an exterior location is preferred. Photographs and architectural drawings are attached for further information.

Finalists
Up to three artists or teams of artists will be chosen as finalists from the RFQ submissions. Selection criteria for these finalists will include:

- Appropriateness of the artist’s past work as it relates to this project.
- Quality of the work samples
- Interest level of the artist, as expressed in the cover letter
- Artist’s experience and accomplishments
The finalists will be invited to develop a specific conceptual design for this project and compensated $1,000 each for their work and are strongly encouraged to engage in the community for the development of the design. The Public Safety Public Art Subcommittee - composed of representatives from the Police Department, Fire Department, the Marshalltown Public Art Committee (M-PAC), and community members - will select the winning proposal, but reserves the right to not select any proposal. The subcommittee will gather public feedback about the proposals and may also interview the finalists in person or by phone.

The winning proposal will be chosen based on:

- The quality of the design and the skill of the artist as demonstrated in previous works
- The design's perceived effectiveness in meeting the project goals (as stated above)
- The artist’s commitment to completing and installing the final artwork in a timely manner

**Anticipated Timeline**

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<th>Event</th>
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<tbody>
<tr>
<td>Call to Artists issued</td>
<td>May 6, 2019</td>
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<tr>
<td>Submissions due</td>
<td>June 14, 2019</td>
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<tr>
<td>Notification of finalists</td>
<td>July 1, 2019</td>
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<tr>
<td>Conceptual designs due</td>
<td>September 1, 2019</td>
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<tr>
<td>Notification of final selection</td>
<td>October 1, 2019</td>
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<td>Construction completion and installation of the art work</td>
<td>by June 1, 2020</td>
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**For Additional Information**

Contact Marshall County Arts & Culture Alliance Executive Director, Amber Danielson, at 641-752-2787 or director@artsandculturealliance.org. M-PAC is a division of the Marshall County Arts & Culture Alliance.
Current Building State – completion anticipated Summer 2019
Interior Lobby
1. The contractor shall maintain a stock of topsoil to be used for tree amelioration at the rate of one cubic yard per tree planted or one hundred cubic yards for each tree root ball.
2. The contractor shall triturate all topsoil material to a minimum particle size of four (4) mm. All topsoil shall be stored on site and shall be ready for use when required.
3. All topsoil shall be delivered to the job site in a clean, dry condition and shall be promptly used.
4. The contractor shall provide topsoil at the rate of one hundred cubic yards per tree root ball.
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