

AGENDA  
RIVERFRONT PARK PLAZA AD HOC STEERING COMMITTEE  
MONONA CITY HALL – CONFERENCE ROOM  
5211 Schluter Rd Monona, WI. 53716  
January 8, 2019  
5:00 PM

1.           **Roll Call**
2.           **Appearances**
  - A.
3.           **Unfinished Business**
  - A.     None
4.           **New Business**
  - A.     Public Art Component Discussion/Recommendation
  - B.     Park Project Updates/Discussion
5.           **Adjournment**

NOTE:           Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number, Fax: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

**River Front Ad-Hoc Committee (Agenda Item 4A)**

Meeting Date: January 8, 2019

**AGENDA ITEM:**

Public Art Discussion/Recommendation

**REQUESTED BY:**

Jake Anderson

**POLICY ANALYSIS STATEMENT:**

The following items will be discussed as it relates to the public art component at the new River Front Park. Alder Nancy Moore will lead the discussion from the art work group and next steps.

1. Recommended process for art selection & approval
2. Findings from and since the formation of the art work group
3. Presentation of a potential project to meet our interest in community engagement/interaction on the fence panels (Aaron Laux)
4. Discussion & decision re: sculpture themes, criteria for selection & RFQ (s)

The Committee should be thinking about themes for the sculpture and panels at the park along with project definition and scope. Enclosed in this packet is a sample "RFQ" to review. Also enclosed are examples of public art sculptures.

**FISCAL IMPACT:**

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Reviewed By City Administrator  
\_\_\_\_\_ Yes    \_\_\_\_\_ No

Action Taken: \_\_\_\_\_  
Approval: \_\_\_\_\_  
Disapproval: \_\_\_\_\_  
Tabled: \_\_\_\_\_  
Committee Meeting Date: \_\_\_\_\_



## City of Burlingame Request for Qualifications (RFQ) Public Art Project

**Purpose:** To select two to three artists who would proceed to the RFP process (Request for Proposals). The finalists will be notified by 04/11/18 by email.

**Issued:** 03/05/18

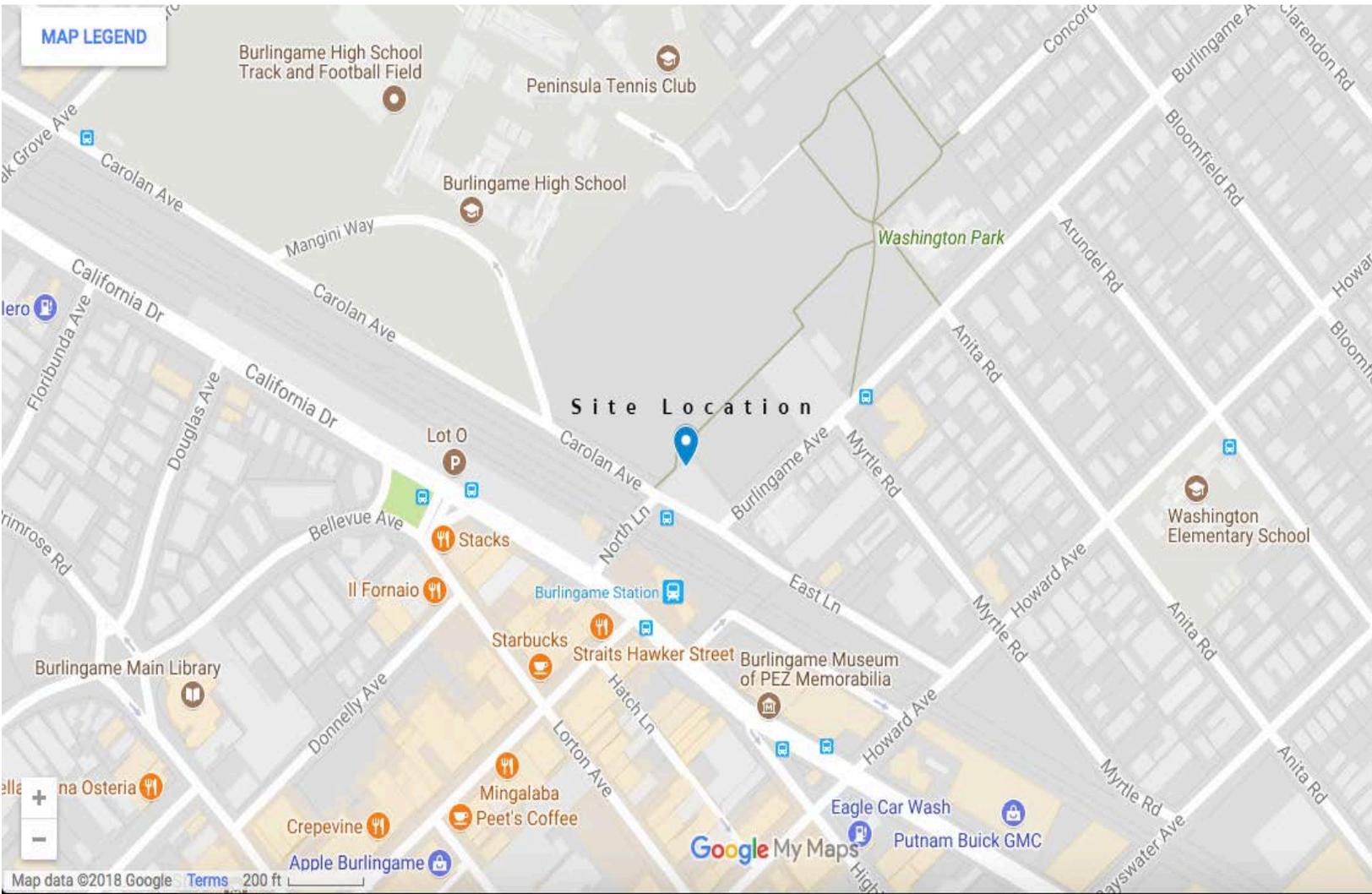
**Entry Deadline:** 03/23/18

**Contact:** [burlingamerfq@fungcollaboratives.com](mailto:burlingamerfq@fungcollaboratives.com) <http://www.fungcollaboratives.org/>

**Project Overview:** The City of Burlingame seeks a professional visual artist to create the City's most important public artwork to date in the spirit of Burlingame's namesake Anson Burlingame. The project was inspired by the upcoming sesquicentennial of the Burlingame Treaty in 2018. In addition to being timeless, the artwork is to commemorate the values and spirit of Anson Burlingame (as opposed to the man himself) and evolve a sense of placemaking within the community. It is important that the selected artist engages with the history and culture of Burlingame. The artwork should equally embrace both aesthetics and content. To this end, the artist will work with a steering committee that will provide community input, along with other information relevant to the culture of Burlingame and desired oversight of the project. Up to three artists will be selected to move on to the request for proposal stage (RFP) where they will each receive a \$1,500 payment for their proposal. The selection committee will then select one artist to move forward with this project.

**Budget:** \$100,000 for artist fee, design, materials, fabrication, and installation.

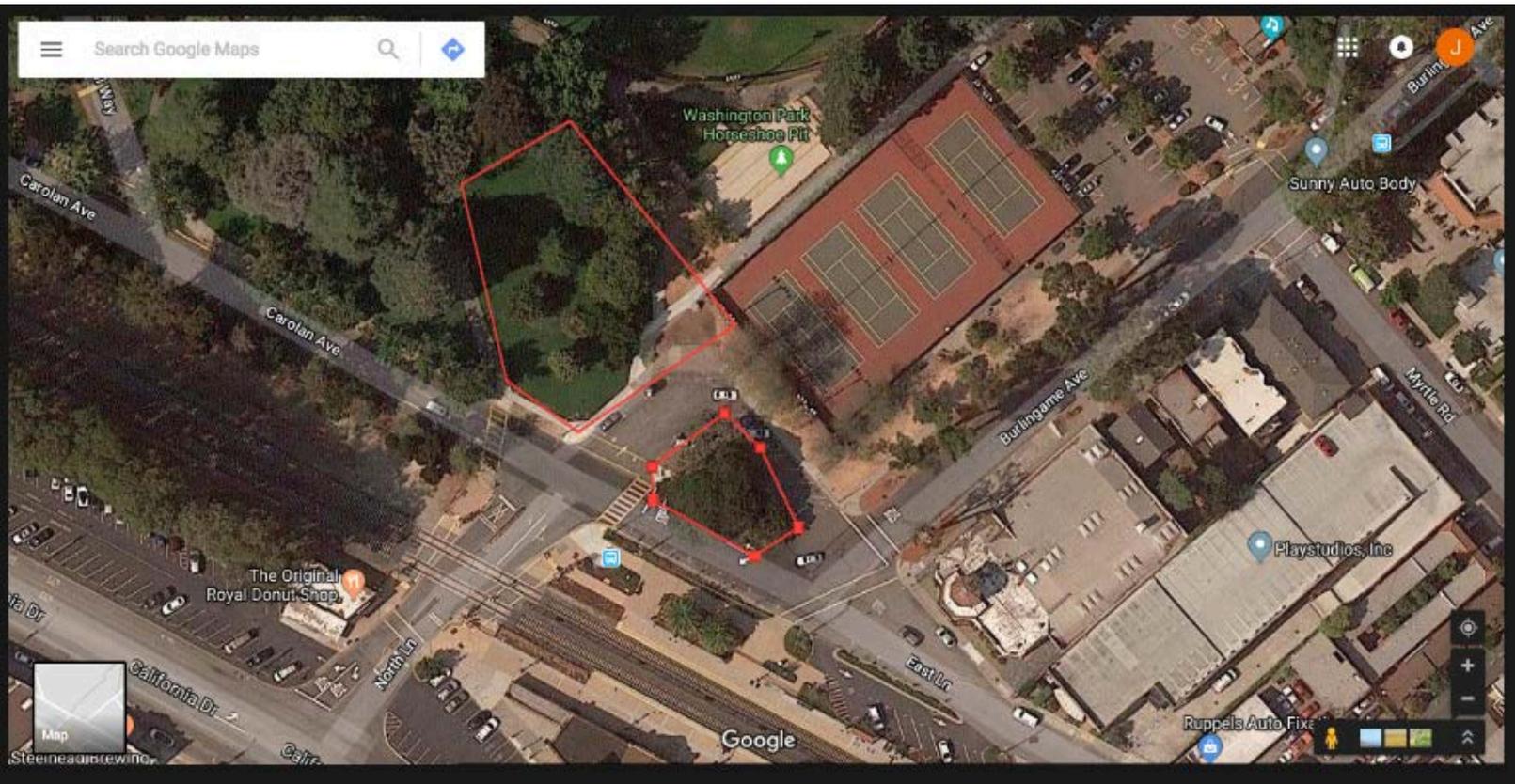
**Location:** Washington Park. This location was selected based on its visible location across from the Caltrain Burlingame Station. Children and adults frequent this park for a multitude of active and passive activities. It is accessible by foot, bicycle, and vehicle. There are many unique features in the designated site from which the artist may react to or be inspired from.



Washington Park Burlingame, CA



360 View Link



Site Location

**Eligibility:** Requirements for eligibility:

- Must be a professional artist.
  - Definition of professional artist- “a practitioner in the visual arts with an original, self-conceptualized body of work, generally recognized by critics and peers as a professional possessing serious intent and ability.”
- Must have experience working with substantial budgets (\$50,000 - \$100,000).
- Must have five years of professional experience as a working artist.
- Must be legally able to work in the United States.
- Must be at least 18 years of age.
- This is a national search to find the most appropriate artist with a preference to find a Bay Area artist, if possible.
- Burlingame City Council and staff and their relatives and family members are ineligible.
- The City of Burlingame does not discriminate on the basis of race, sex, religion, color, national origin, age, ancestry, disability, economic status, or gender identity.

**Evaluation Criteria:** The selection committee will then use the following criteria to evaluate the remaining eligible artist:

- Original and personal approach.
- Professional credentials (as evidenced in the submitted materials).
- Artistic excellence of past work.
- Experience with public art or large scale, permanent sculptural work.
- Experience with site-specific artwork.
- Ability to spend time in Burlingame for research and conceptualization through to final execution.

**Submissions:** All submissions must be electronic. Send the following documents in a single PDF file to: [burlingamerfq@fungcollaboratives.com](mailto:burlingamerfq@fungcollaboratives.com)

1. **A letter of interest:** Outline your approach to public art, your interest in this specific project, what you bring to the project as an artist, experience with other projects of similar scope, sources of inspiration presented by the project, any other comments that might help differentiate you as a candidate, and your name, address, phone number, and email. Not to exceed one page.
2. **A professional resume/CV:** Not to exceed three pages.
3. **A descriptive narrative** of possible aesthetic directions. NOTE- this is not a proposal (that is for the RFP stage). Instead tell us about the philosophy of how you might approach this project, thoughts on materials, what you would like the audience to learn or experience from the artwork, points of inspiration, anything you glean from initial research about Anson Burlingame, his character, or your connection to the City.
4. **Images of past works:** Eight maximum, with a brief description for each project including the title, size, and artist’s intent.
5. **Professional references:** At least three professional references from past projects with contact information.

**Timeline:**

Deadline submission – 03/23/18

Committee review and select finalists – 03/28/18

In-person interview (Skype if in person not possible) – 04/04/18

Finalists notified via email (if you don't hear by this date, you have not been selected) – 04/11/18

**River Front Ad-Hoc Committee (Agenda Item 4B)**

Meeting Date: January 8, 2019

**AGENDA ITEM:**

Park Project Update/Discussion

**REQUESTED BY:**

Jake Anderson

**POLICY ANALYSIS STATEMENT:**

Review of final design plans along with conceptual renderings of ice rink. Also discussion of the following:

- Site Furniture selection/color
- Review of curved seat bench and top options
- Park Signage options and location

**FISCAL IMPACT:**

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Reviewed By City Administrator  
\_\_\_\_\_ Yes \_\_\_\_\_ No

Action Taken: \_\_\_\_\_  
Approval: \_\_\_\_\_  
Disapproval: \_\_\_\_\_  
Tabled: \_\_\_\_\_  
Committee Meeting Date: \_\_\_\_\_





