

**CITY OF SIGNAL HILL  
REQUEST FOR PROPOSAL-AMENDED**

**PROJECT**

**Outdoor Art Piece for Signal Hill Public Library**

**PURPOSE**

The purpose of this Request for Proposal is to invite artists to submit sealed proposals to design, product/manufacture, and install a five-panel art piece to be displayed on a concrete retaining wall in the outdoor patio of the new Signal Hill Library.

**SUBMIT THREE (3) COPIES OF THE PROPOSAL TO**

Aly Mancini, Director  
City of Signal Hill  
Community Services Department  
2175 Cherry Avenue  
Signal Hill, CA 90755

**REQUEST FOR PROPOSALS DUE DATE**

May 30, 2019  
4:00 p.m.

Questions regarding the proposal should be directed to Aly Mancini at  
(562) 989-7330 or [amancini@cityofsignalhill.org](mailto:amancini@cityofsignalhill.org)

**REQUEST FOR PROPOSAL  
OUTDOOR ART PIECE FOR SIGNAL HILL PUBLIC LIBRARY**

**I. INTRODUCTION**

The City of Signal Hill ("City") hereby publishes this Request for Proposals ("RFP") to invite artists to submit sealed proposals to design, produce/manufacture, and install a five-panel art piece to be displayed on a concrete retaining wall in the outdoor patio of the new Signal Hill Library. The Design may use a variety of mediums but must be able to be installed as individual panels in five predetermined locations on the concrete wall and must be able to tolerate weather such as winds, rain and direct sunlight. The finished dimension of each panel is to be 4'-0" x 4'-0". The deadline for submission of proposals is 4:00 p.m. May 30, 2019. The artist selected by the City will be paid a flat fee of up to \$50,000 design, production/manufacturing, and installation services as described in Exhibit A – Scope of Work of the attached artist agreement ("Artist Agreement"). Selected artist must have the ability to complete the project in a time period to be agreed upon by the City and the Artist to begin in late summer or early Fall 2019.

**BACKGROUND**

Signal Hill has a rich and colorful history. Most famous for the discovery of oil in 1921, and commonly known as an "oil town," the City is now a diverse community with an "oil history" and a bright future.

In the 1500s, the Puva Indians used the hilltop to signal other native tribes on Santa Catalina Island, 26 miles offshore. Because of its use as a signaling point, Spanish settlers called the hill "Loma Sental," which translates as "Signal Hill."

Signal Hill's first owner of record was Manuel Nieto, who received the land in 1784 as a grant from King Carlos III of Spain. Nieto later divided the land into six cattle and horse ranchos, two of which encompassed Signal Hill: Rancho Los Alamitos and Rancho Los Cerritos. Later purchased by New Englanders, the ranchos were used mostly for grazing and agriculture in the 1800s. A harsh winter in 1862, drought and other financial hardships resulted in the sale of the ranchos to the Bixby clan, who used the land to raise sheep.

By the turn of the 20th Century, stately mansions dotted the hilltop, as the value of the panoramic view became evident. However, by 1917 the prospect of striking oil on the hilltop surpassed the value of the view and the Union Oil Company drilled the first oil well in the area. The well failed to produce any oil and it was abandoned. Further exploration was suspended until the Royal Dutch Shell Oil Company resumed exploration and hit pay dirt on June 23, 1921. That first "gusher," at Alamitos Well Number 1, marked a turning point in Signal Hill's history and put the city on the map. Ultimately one of the richest oil fields in the world, it produced over 1 billion barrels of oil by 1984. The field is still active and produced over 1.6 million barrels of oil in 1994 alone.

Signal Hill, completely surrounded by the City of Long Beach, had been located

in unincorporated Los Angeles County. In 1924, in order to avoid Long Beach's per-barrel tax on oil, Signal Hill's founding fathers voted for incorporation. Right from the beginning, Signal Hill proved to be a progressive city, electing Mrs. Jessie Nelson as the City's first mayor.

Oil production continued to be Signal Hill's mainstay until declining oil prices reduced production in the 1970s. In 1974 the Signal Hill Redevelopment Agency was formed and the city focused on economic development and diversity from oil. Today, Signal Hill is a well-balanced, financially sound and economically diverse community of over 11,400 people.

## **GOALS AND OBJECTIVES**

- Design, produce/manufacture, and install a five-panel art piece to be displayed on the outdoor patio of the new Signal Hill Library.

## **II. PRELIMINARY SCOPE OF SERVICES**

The preliminary scope of services below is the minimum scope of services intended to be performed by the Artist. Each proposer should elaborate on scope items to further define the scope, and to demonstrate the proposer's understanding and experience in the performance of similar services. It is anticipated that the City and selected consultant will work together to craft a final scope of services.

A. Meet with members of Art Selection Committee to review ideas provided in original sketches. Discuss what they would like to add to current ideas and what they would like removed. Discuss the materials proposed for use.

B. Re-draw artist concept using suggestions provide by the Art Selection Committee.

C. Present concept drawing at July 17, 2019 meeting of the Parks and Recreation Commission.

E. Incorporate any final feedback and present final concept to City staff for approval July 24, 2019.

F. Install art piece during agreed upon timeframe during the hours of 7:30 AM – 5:30 PM Monday through Saturday.

## **III. ARTIST'S RESPONSIBILITY**

1. The Artist will be responsible for the completion of all work outlined in Section II, as well as any additional work that may be required.
2. All work product is subject to review and acceptance by the City, and must be revised by the Artist without additional charge to the City until found satisfactory and accepted by City.

#### **IV. CITY'S RESPONSIBILITY**

1. The City will attend design meetings and provide feedback and final approval.

#### **V. SCHEDULE**

The Artist will provide a timeline for preparing and completing items outlined in the Scope of Work. The estimated timeline will be as follows:

RFP release	April 24, 2019
Proposals are due	May 30, 2019
Art Selection Committee Interview	June 10, 2019*
Award of Contract	June 25, 2019
Meet with City & Art Selection Committee	June 26, 2019*
Draft sketches of art piece due to City	July 8, 2019
Present concept drawings to P & R Commission	July 17, 2019
Submit final drawings for City approval	July 24, 2019
Begin work at site	July 29, 2019*
Complete work	October 31, 2019*
*Estimated dates	

#### **VI. PROPOSAL SUBMITTAL**

Three (3) copies of the project proposal are due in the office of Aly Mancini, Director of Community Services, by no later than 4:00 p.m. on May 30, 2019.

#### **VII. PROPOSAL REQUIREMENTS**

- A. Proposals should not include any material to be returned to the Artist and should be a concise statement. Required Proposal materials include:
  - o Completed Proposal form, including Name/Address/City/State/Zip Code/Telephone/Email Address of the artist.
  - o A completed cost proposal including all costs associated with the design, production/manufacturing, and installation of piece.
  - o Artist Statement, describing the artist's approach to their submission, no more than 1 page in length.
  - o Curriculum Vitae (CV) in PDF or MS Word format, four pages maximum.
  - o References – Provide list of references from past and current clients within the last five years. Public sector clients are preferred, but not required. Please verify accuracy of contact information.

- 5 to 10 images of artist's previous work in JPG Format, 72 DPI, each no larger than 10" x 14" and no smaller than 8" x 10", and 1 MB or smaller, with each file numbered 01 through 10.
- Annotated Image List, in PDF or MS Word format, corresponding to each of the images, including artwork title, dimensions, media, year of completion, and a brief description of each image (for public projects, include the commissioning and/or funding agency, project location, and total project amount).
- Artist rendering for each of the five panels, with a scale factor to match the final panel sizes of 4' x 4'. The rendering must be an original or digital version, minimum 300 dpi.
- An annual estimated maintenance cost and summarized instructions for maintenance or a list of vendors to be considered for maintenance.

B. Work Schedule

The Request for Proposal must include a schedule for the work to be accomplished to complete the project.

C. Fees

Provide a fee schedule in a sealed envelope, with a fixed not-to-exceed fee for the work contemplated on the project by the Artist. Fees must include all reimbursable items, and an hourly rate for all additional work.

**VIII. CONTRACT CONDITIONS**

The selected firm must agree to enter into the attached Contract Services Agreement (Exhibit A) with the City of Signal Hill which will contain hold harmless and indemnification provisions and will require the Artist to secure and maintain the following coverage.

- A. Workers' Compensation Coverage as required by State of California Statute.
- B. Comprehensive General Liability Insurance including coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Products/Completed Operations Liability, Broad-Form Property Damage (if applicable) and Independent Contractors' Liability (if applicable) in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, combined single limit, written on an occurrence form.
- C. Comprehensive Automobile Liability Coverage, including-as applicable-owned, non-owned and hired autos, in an amount of not less than Five Hundred Thousand Dollars (\$500,000.00) per occurrence, combined single limit written on an occurrence form.

- D. Additional Insurance. Policies of such other insurance, including professional liability insurance, as may be required in the Special Requirements.
- E. The Certificate of Insurance must name the City of Signal Hill as an additional insured and must be approved by the City Attorney's Office and Risk Management before the Agreement between the City and consultant to perform the work product in the proposal will be submitted for consideration by the Signal Hill City Council.

**IX. PROJECT CONTACTS**

Questions concerning this project or Request for Proposal shall be directed to Aly Mancini, Director of Community Services, at (562) 989-7330 or [amancini@cityofsignalhill.org](mailto:amancini@cityofsignalhill.org)

**X. ARTIST SELECTION**

Artists are being solicited through open call and by invitation. The City will form an Art Selection Committee to review proposals and make a recommendation to the City Council for award of contract. The Art Selection Committee will consist of two City Council Members, the Director of Community Services, one representative from the Parks and Recreation Commission, and two members of the funding organization. The City reserves the right to reject any or all proposals, waive any errors or omissions in any proposals received and to modify or terminate this RFP for any reason and without prior notice.

The Artist proposals will be scored using the criteria shown in the table below:

Criteria	Points Possible	Points Awarded
Quality, creativity and strength of artist's rendering for piece	30	
Ability to convey five unique timeframes or aspects of Signal Hill (Historical or cultural)	25	
Quality, creativity and strength of previous work	20	
Aesthetic quality of the proposal	10	
References/recommendations	5	
Signal Hill artist	5	
Attendance at Informational Meeting	5	
<b>TOTAL</b>	<b>100</b>	

Based on this criteria, the top three artists will be invited to participate in an interview with the Art Selection Committee. The Committee will then recommend one artist for City Council consideration.

The selected Artist will be required to enter into an agreement with the City of Signal Hill for the agreed-upon service. A copy of the City's standard Agreement for Consultant Services is attached. **No modifications to this agreement will be considered.** Upon selection, the firm and City will finalize the scope of work, time schedule and fee.

The City retains the right to reject any late or incomplete submissions, and all proposals for whatever reason.