

DRAFT Addendum #1

City of Kirkland

Art Consultant for Fire Station Projects RFQ

Job # 21-21-CMO

Under “Art Consultant Eligibility and Selection Criteria” section in the RFQ please revise:

“The call is open to experienced art consultants residing in Washington state and/or within proximate distance to oversee any on-site duties that may be part of the Art Consultant’s role. Kirkland-based consultants are strongly encouraged to apply. Black, indigenous, and people of color (BIPOC) art consultants are strongly encouraged to apply.”

Answers to questions submitted by close of business, August 9, 2021:

Q: Is Workman’s Compensation Insurance required if a firm has no employees? Are there exceptions to insurance requirements?

The City requires Workman’s Compensation insurance consistent with the laws of the State of Washington. Any other requests for exemption from insurance requirements will be reviewed on a case-by-case basis.

Q: Does the City require four separate Calls for Artists or can one artist be selected for multiple fire station projects?

A: The Art Consultant will collaborate with the Steering Committee to determine the number and scope of Call for Artists Proposals. It should be noted that two of the projects are currently in design phase with concurrent milestones.

Q: Is there a preference for exterior or interior art?

A: There is a preference for exterior art.

Q: Is it possible to incorporate the art concept with fire station signage?

A: The Art Consultant will work with the Steering Committee and Artist(s) to review and determine the nature and composition of the artworks.

Q: How will cost overruns of materials over a 3-4 year timeframe be handled?

A: The project budgets are based on 1% of the design and construction estimates for each project – that is the limit of the art budget for each project, although there is ability to share art budgets between the four fire station projects. Each of these estimates were escalated at 5% a year to account for inflation to the planned construction start. Staff are expected to stay within the art budget for each project. Part of the 1% budget will be set aside as a contingency for escalating costs and market volatility.

Q: In what time frame will money be disbursed? Is payment tied to deliverables such as concept design, final design, begin install, final install?

A: *Milestones and their payment will be negotiated during contracting. Invoices can be accepted on a monthly, bimonthly, or quarterly basis.*

Q: How will construction delays and change orders affect the art planning and total budget?

A: *The City attempts to coordinate project design and construction milestones with art design and art fabrication/installation milestones, but they ultimately are separate contracts. Delays in construction will result in a request by the City to delay the delivery of art (if the art were ahead), but increases in construction cost of the project are independent of the art budget. Each project carries a planned contingency to handle increases in construction costs. Increases in construction costs will not “eat into” the art budget.*

Q: Will the City provide administrative support to the Art Consultant for the duration of the Fire Station projects?

A: *Yes, the City will provide administrative support in keeping with support levels offered for other 1% for the Arts projects.*

Q: Can the project meetings take place at City Hall?

A: *Yes, meetings and interviews can take place at City Hall in keeping with current policies on visitor access, health and safety protocols. The City can host virtual meetings via Zoom or Teams.*

Q: How with the Kirkland Cultural Arts Commission be included in the art procurement process?

A: *Two members of the Kirkland Cultural Arts Commission will be included as members of the Steering Committee for the duration of the projects.*

Q: The RFQ specifies that an RFP/Call for Artists will be the mechanism for recruiting artist submissions for the projects. Is it required that an RFP/Call for Artists rather than an RFQ be published for artists' proposals?

A: *The Art Consultant will work with the Steering Committee and Artist(s) to determine the scope and nature of the solicitation for artists' proposals and may revise the mechanism to an RFQ.*

Q: Does the City envision any community involvement in the process of considering themes or other goals for the public art?

A: *Two commissioners of the Kirkland Cultural Arts Commission will be members of the Steering Committee and represent community interests. The Art Consultant will work with the Steering Committee on the art selection process and may determine to incorporate community involvement.*

Q: As I research artists for your project, just wondering if Seattle artists and other local area artists will work for this project?

A: *The Art Consultant will work with the Steering Committee and Artist(s) to determine the scope and nature of the solicitation for artists' proposals. Local artists will be strongly encouraged to submit proposals.*

Q: I am from India am I eligible to apply?

A: From RFQ "Art Consultant Eligibility and Selection Criteria":

"The call is open to experienced art consultants residing in Washington state and/or within proximate distance to oversee any on-site duties that may be part of the Art Consultant's role'. Kirkland-based consultants are strongly encouraged to apply. Black, indigenous, and people of color (BIPOC) art consultants are strongly encouraged to apply.

Q: Who will be in the Steering Committee, if not by individual, which department will be involved in the decision-making process?

A: From RFQ "Purpose and Background":

"One Fire Station Art Steering Committee (Steering Committee) will be formed, consisting of the art consultant, representatives from the project teams, the Kirkland Fire Department, the City Manager's Office and the Kirkland Cultural Arts Commission."