

Request for Proposals
Outdoor Sculpture for Stillwater, Oklahoma Public Library

Deadline for full consideration: June 2, 2008

Description and Purpose

The Friends of the Stillwater Public Library invites professional artists to submit outdoor sculpture proposals for a commission to be sited on the south-west side of the Library (the triangular grass corner), the east side courtyard or the Library outside wall in a trafficked area.

The placement of the sculpture is intended to evoke some combination of the Library, reading, Stillwater and/or Oklahoma. It will be the first outdoor commissioned sculpture for Stillwater Municipal property. As such it should contribute to making the Library part of Stillwater's Arts Corridor while capturing the public imagination and enhancing pride in Stillwater. Through this project we hope a new generation of citizens will develop a personal involvement in the Library, Stillwater and Oklahoma.

Background

Stillwater is a city in [Payne County, Oklahoma](#). The 2006 population was 46,383. It is the [county seat](#) of [Payne County](#). Founded [December 12, 1884](#) it was the first settlement in the [Unassigned Lands](#). Stillwater is considered its own [Micropolitan Statistical Area](#). (see [http://en.wikipedia.org/wiki/Stillwater, Oklahoma](http://en.wikipedia.org/wiki/Stillwater,_Oklahoma))

The Stillwater Public Library serves the community by providing:

- a strong relationship between the community and the public library for opportunities that benefit Stillwater's citizens,
- diverse social and recreational opportunities which will enhance the quality of life for the community, and
- support for a life-long pursuit of knowledge.

The Library seeks to unite the community, helping to create a world of imagination and wisdom (see <http://library.stillwater.org/mission.html>)

The Library was founded in 1922. Between October 16, 1938 and April, 1994 it was located in a Carnegie-style building on Sixth and Husband Streets. The old High School was remodeled to be the North wing of the new Library constructed on Duck and Twelfth Streets and opened April 8, 1994.

Design Themes and Considerations

The Selection Committee may select one piece or it may choose several pieces if they can be installed compatibly and produced within the funding constraints at hand.

The sculpture must evoke some combination of the Library, reading, Stillwater and/or Oklahoma. The sculpture must be made of material that can withstand the sort of summer heat, winter ice, dry and wet periods typical of Stillwater.

The sculpture can be original and one-of-a-kind or it can be a limited edition.

The proposal should state if smaller versions of the sculpture can be made available for fundraising and, if so, under what conditions.

To Submit a Preliminary Proposal

Artists must submit one copy of the following materials:

1. Two or three dimensional graphic representation of sculpture on illustration board (minimum size 9" x 12"; maximum size 18" X 24") or maquette. If drawing paper is used, it must be mounted on foam core. Any two-dimensional medium is allowed.
2. Brief artist statement (not to exceed one page) explaining artist's concept.
3. Resume.
4. Up to 10 slides/digital images of existing work.
5. Slide/digital image identification and image list.

Design Fees

No preliminary design fees will be paid. Any sculptor's preliminary proposal selected for final consideration shall submit a maquette and shall receive a fee of \$1,500.

Eligible Artists

Any artist is eligible to submit a proposal. Professional artists who are residents of Oklahoma shall be given special consideration.

Maintenance & Durability

All work must be durable and maintenance-free. All work shall be sturdy and easy to maintain and pose no immediate hazard or potential danger to the public. The effect of Stillwater's weather conditions on proposed sculpture materials will be one of many determining factors in the selection process.

Special Note

All submitting artists are encouraged to visit the proposed site before preparing a proposal. The Stillwater Public Library is located at 1107 S. Duck, Stillwater, OK. 74074.

Evaluation Criteria

Proposals will be judged on the basis of adherence to the design themes, artistic merit, durability, suitability of materials, and cost to produce.

Selection Committee

All preliminary proposals will be reviewed by a selection committee comprised of members of the Board of the Friends of the Stillwater Public Library, the Stillwater Public Library Trust, the Stillwater Public Library Board and others. The group will convene June 2, 2008 to review all entries and recommend one or more finalists for development of complete proposals.

The Selection Committee will present its recommendations to the Friends Board. The recommendations of the Friends Board will go to the Library Board, the Library Trust Board and the City Council for approval.

Before a contract is signed, a discussion/negotiation phase will take place between the chosen finalist(s) and the selection committee to align expectations for complete proposals, models and project budgets.

Submission Deadline

Proposals must be delivered to the Stillwater Public Library, by 12 p.m. Monday June 2, 2008. Late proposals will be accepted but may not receive full consideration. Proposals may not be submitted by facsimile. The Selection Committee cannot be responsible for applications lost in transit. Errors and omissions may affect the Selection Committee's evaluation of a proposal.

Notification

All proposing artists meeting the deadline will be acknowledged by June 10, 2008. Committee comments, critiques, and ratings on proposals will not be included in the notification letter, nor be available to proposing artists following notification. Artists may be asked to present their plans to the committee before this date. The committees reserve the right to make a decision that is in the

best interest of the project and to adjust the process as needed. Finalists will be announced as soon as appropriate approvals are achieved.

Finalist Selection and Design Development Fees

The intention of this RFP is to select finalists for the project who will then be paid a \$1,500 fee to develop their designs and create a three dimensional model. These models may be used by the Selection Committee in raising money to pay for the selected sculptural work. Please note the Friends of the Stillwater Public Library will sign a contract with an artist only when the necessary funds are in hand. There is no promise of an artist contract if the Friends of the Stillwater Public Library fails to raise the necessary funds.

Those artists whose design concept is selected for final consideration will be expected to develop a full budget to include expenses for materials, artist(s) fees, studio rental, electricity, telephone, and travel costs (suggested rate = .455 cents per mile). They will be expected to include a small contingency percentage, insurance while work is under construction and during transportation, and delivery and any other expenses directly related to this project. Other elements of the project, such as bases for sculptures, may be negotiated as the design development process evolves. Services of a qualified landscape architect may be provided.

Contact

Proposals should be submitted to:
Sculpture Selection Committee
c/o Lynda Reynolds, Director
Stillwater Public Library
1107 South Duck
Stillwater, OK 74074

The Friends are happy to discuss this project with prospective artists.

Inquiries should be directed to:

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