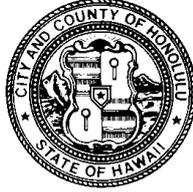


**COMMISSION ON CULTURE AND THE ARTS
CITY AND COUNTY OF HONOLULU**

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Honolulu MOCA Art in City Buildings for the Joint Traffic Management Center

Request for Qualifications
Deadline: March 6, 2016

I. Overview

The City and County of Honolulu Commission on Culture and the Arts desires to commission a work of art for the Joint Traffic Management Center (JTMC), 710 South King Street, Honolulu, Hawaii 96813. One location has been designated to receive art. This Request for Qualifications is open to all artists, or artist teams, qualified to work for the City and County of Honolulu. The awarded budget for this project is \$300,000.00. Application deadline is March 6, 2016.

II. Joint Traffic Management Center History and Description

Currently under construction, the Joint Traffic Management Center will co-locate traffic management and response functions of the City and County of Honolulu and the Hawaii State Department of Transportation and will serve as a common public safety dispatch center for the island of O'ahu; to include the following functions:

- Day-to-day operation of the transportation network of the island of O'ahu;
- Coordination and response to traffic incidents, thereby reducing traffic delays and congestion and improving public safety;
- Information dissemination among responding agencies; and
- The dissemination of traffic information to the public.

The chosen name for the JTMC is Hōkū Pa'a, the Hawaiian phrase for "North Star," literally translated as "Immovable Star." Like a guiding star, the JTMC will serve as a trusted resource and a constant reference point that enhances the roadway travel experience while simultaneously protecting all travelers.

The site is located on the north side of King Street; is bordered on the west by Alapa'i Street; on the north is the Alapai Transit Center; and on the east is the JTMC Parking Structure. The building will be three stories tall, approximately 180 by 120 feet in plan, and is scheduled for completion during the summer of 2017. The building's architect is Architects Hawaii Limited.

III. Commission on Culture and the Arts

Founded in 1968, the Commission on Culture and the Arts was established; to assist the City in attaining national preeminence in culture and the arts; to assist the City in the preservation of the artistic and cultural heritage of all its peoples; to promote a community environment which provides equal and abundant opportunity for exposure to culture and the arts in all its forms; and to encourage and provide equal opportunity for the development of cultural and artistic talents of the people of Honolulu.

Art in City Buildings, a program under the Commission on Culture and the Arts, sets aside an amount equal to not less than one percent of the construction phase appropriation for the original construction of any City building for the acquisition of works of art. The Art in City Buildings program is managed by the Mayor's Office of Culture and the Arts.

IV. Artwork Location/Description

The project location for the artwork is established as the southwestern corner of the building site at the corner of King and Alapa'i Streets. The artwork must be of an outdoor durable material that is permanently installed to fit within the established area and not require electrical or water service.

For images of the project location please visit:
<http://www1.honolulu.gov/moca/news.htm>.

For information on the building, please visit: <http://www.honolulu.gov/jtmc.html>.

V. Budget

The budget for the artwork project is \$300,000.00, all-inclusive. The budget shall cover all costs of the project to include but is not limited to: artist's fees, travel, fabrication, installation, documentation of artwork, signage, taxes, and insurance.

VI. Artist Eligibility

All artists able to qualify to work for the City and County of Honolulu shall be considered. The City and County of Honolulu encourages professional artists new to the field of public art to apply. The City provides equal opportunity for applicants, promotes equal access to users of City facilities and services, and works to eliminate discrimination in all aspects of City services and public accommodations.

To work for the City and County of Honolulu and to receive any payment all artists must be registered with the City and County of Honolulu's Vendor Self Service System and must obtain a Vendor Number. You may register with the Vendor Self Service System on-line at www5.honolulu.gov/webapp/vss/Advantage. In addition, to be awarded the commission, the artist must be registered to do business in the State of Hawaii and be deemed compliant on the State of Hawaii Compliance Express (HCE) system, online at <http://vendors.ehawaii.gov>. Vendor Numbers can be applied for after finalist notification to receive honorarium payment; HCE registration must be completed prior to awarding of commission.

All artist applicants must attest that they are eighteen years of age or older and the materials submitted are authentic representations of their work.

VII. Application Requirements

Applications must be submitted using the CallforEntry.org™ (CaFÉ™) online application system managed by the Western States Arts Federation (WESTAF). Artist applicants will be required to create a username and password and set up a personal account at www.callforentry.org. There is no charge to artist applicants for using CaFÉ™, and there is no charge to apply to the Request for Qualifications. Following successful set up, all interested artist applicants will be granted full access to the detailed application.

Interested artist applicants must submit the following:

1. Letter of interest. The letter should explain the artist's interest in the project, approach to creating public art, and any past relevant experience. The letter must not exceed 4,000 characters.
2. Artist attestation that they are eighteen years of age or older, that materials submitted are authentic materials of their work, and the information submitted is true and correct to the best of his or her knowledge.
3. Professional resume. Resume should not exceed two pages for artist; attached file must be formatted according to CaFÉ™ guidelines.
4. References. A list of at least three professional references that include name, title, organization, mailing address, email address, and telephone number. The references must not exceed 2,000 characters.
5. Visual support materials. Artists may submit up to seven images from their CaFÉ™ account; each image must be annotated to include the artist's name and as applicable a brief description of each image stating its title, date, medium, size, location, and if a commissioned project, the commission budget. One of the images may be an artwork concept illustration for this project, the other images must be of completed works. Files must be formatted according to CaFÉ™ guidelines.

Please note:

- Submissions outside the CaFÉ™ online application system will not be accepted. Application by facsimile, mail, or walk-in is not acceptable.
- Artist teams may apply with a project proposal under the lead artist with each team member submitting individual resumes and references. If applying as an artist team, the artist team must be declared in the Letter of Interest.

VIII. Deadline

All applications must be submitted by 7:59 pm (Hawaii Standard Time) on March 6, 2016 on the CallforEntry.org™ (CaFÉ™) online system at www.callforentry.org. Applications submitted after this time shall not be considered. It is the responsibility of the submitting artist to ensure that the application is complete.

CaFÉ™ closes the application at midnight Mountain Standard Time (7:59 pm Hawaii

Standard Time/11:59 pm Mountain Standard Time). Technical support is available until 1:00 pm HST/5:00 pm MST. If you are a first time user of CAFÉ™, please allow adequate time to learn the use of the system. It is recommended that the artist applicants complete their applications at least twenty-four hours prior to the deadline.

IX. Selection Process

Each applicant should demonstrate artistic excellence, evidence of working in the field of public art, awareness of the function and purpose of the Joint Traffic Management Center, and knowledge of O‘ahu, Hawai‘i. All received applications shall be reviewed by the Art in City Buildings for the Joint Traffic Management Center Committee consisting of members of the Commission on Culture and the Arts, staff from the Mayor’s Office of Culture and the Arts, and the Department of Transportation Services. Seven finalists will be selected to create an art project proposal and they may be requested to present their proposals at a meeting of the Commission on Culture and the Arts. All finalists will receive a \$2,000.00 honorarium. The final selection for the commission award shall be made by the Commission on Culture and the Arts at their meeting in September, 2016. After the final selection, work on the project will commence after a contract has been executed and a written Notice to Proceed has been issued.

- Submission deadline: March 6, 2016, 4:00 p.m.
- Committee review: March through April 2016
- Finalist notification: May 2016
- Finalist proposal development: May through June 2016
- Finalist presentations: July 2016
- Commission selection: September, 2016
- Project completion: November 6, 2017

The Commission on Culture and the Arts reserves the right to reject any or all applications, in whole or in part, and to modify or terminate the application process or the selection process if the Commission finds there is a cogent and compelling reason to do so.

X. Inquires

All questions regarding this Request for Proposals should be directed to:

E. Tory Laitila, Registrar
Mayor’s Office of Culture and the Arts
550 South King Street, Room 203
Honolulu, Hawaii 96813
Telephone: (808) 768-4105
E-mail: tlaitila@honolulu.gov

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