



**REQUEST FOR QUALIFICATIONS
RFQ NO. NP 8021**

**ART FABRICATORS AND TECHNICIANS
December 15, 2008**

The Community Redevelopment Agency of the City of Los Angeles, California ("CRA/LA") is seeking "Statements of Qualifications" (SOQ's) from interested and qualified art fabricators and technicians for the fabrication and installation of artwork for a new pre-qualified pool list. These art fabricators/technicians will be eligible for consideration in upcoming public art fabrication and repair projects commissioned by CRA/LA under the direction of the CRA/LA Cultural Arts Planner in all seven (7) Redevelopment Regions on an "as-needed" basis for the next three (3) years. Artwork fabricators and technicians with experience working in durable materials such as tile, mosaic, stone, glass, metal, decorative concrete, plaques, custom framing and installation, water features and other various related services are encouraged to apply. Estimated budgets are anticipated to range from \$25,000 to \$250,000.

The CRA/LA may solicit one or more cost proposals from the pre-qualified pool list for specific assignments.

The RFQ is anticipated to be available for downloading only on the CRA/LA Website at www.crala.org on or after December 16, 2008. Copies of the RFQ will be mailed only upon request.

Pre-Submittal Conference. A non-mandatory pre-submittal conference to discuss the RFQ will be scheduled on **Friday, January 9, 2009, at 10:00 a.m.**, at the CRA/LA Central Office, 354 South Springs Street, 6th Floor Board Room, Los Angeles, CA 90013. All date/time changes to this meeting will be posted on the CRA/LA Web Site at www.crala.org. All interested parties are highly encouraged to attend this meeting. Please RSVP to attend this meeting by contacting Ms. Cynthia Foronda, Administrative Assistant at (213) 977-1763 or by E-MAIL to cforonda@cra.lacity.org.

Registration. Prior to submitting your response, please register your firm with Ms. Margie De La Rosa, Contracts Specialist, at mdelarosa@cra.lacity.org providing your firm's name, contact name, address, telephone and fax numbers, and e-mail address. You may also register by sending a fax to (213) 626-0090, referencing RFQ No. 8021. Registration is not essential, but it will allow you to receive updates relative to this RFQ.

Responses for this RFQ No. NP 8021 will be due by 2:00 P.M. on Friday, January 30, 2009.



CRA/LA ART PROGRAM

CRA/LA is a public agency established to attract private investment into economically depressed communities throughout Los Angeles. CRA/LA has had a long-standing commitment to the arts and humanities, recognizing that artists play a significant role in the overall revitalization, stabilization, growth and sustainability of communities. As a result of CRA/LA's Percent for Art Policy, the City's most challenged neighborhoods are being transformed into popular destinations to experience contemporary public art and celebrate cultural traditions in enhanced urban settings, which help establish a sense of place, pride and community character.

For more information visit www.crala.org/art.cfm

1) SELECTION PROCESS

A selection panel will be convened to review all submissions meeting the application requirements. The pre-qualified pool will go into effect as soon as it is approved by CRA/LA Board of Commissioners and the Los Angeles City Council, and will be active for a three (3) year term. *Inclusion in the pool does not guarantee a contract with CRA/LA.*

2) CRITERIA FOR SELECTION

The following criteria will be used to select art fabricators/technicians:

- Technical expertise
- Material appropriateness
- Experience working with artists and design professionals
- Experience working with government agencies

3) ELIGIBILITY

Art fabricators/technicians based in CRA/LA project areas are encouraged to apply. Art fabricators/technicians based outside of the United States may be considered if they offer expertise or materials unavailable in the United States.

4) WHAT TO SUBMIT

Materials should be held together with paper clips (no staples or folders please).

a. Letter of interest which must address the following:

- Your interest in working with CRA/LA
- Your relevant experience

b. Company profile



- c. List of clients and completed projects
- d. CD of 10 electronic images of your most relevant work (1 copy only)
 - Submit digital images JPEG format, PC compatible and no larger than 1920 x 1920 pixels, 72 dpi, with compression settings resulting on the best image quality under 1.8MB. Each image must be unlocked and downloadable.
 - Label each digital image with name, and number corresponding to the image list e.g. 01stonemason, 02stonemason, etc. *Do not zip or stuff files.*
- e. Annotated image list, detailing the following:
 - Thumbnail image along with title, date and location of completed work
 - *Very brief* project description
 - Materials and dimensions
 - Budget
 - Commissioning agency or client
- f. Three (3) professional references, preferably past public art commissioning agencies and/or artists, with phone numbers and e-mail addresses.

5) GENERAL REQUIREMENTS

The CRA/LA's Terms and Conditions and other policies regarding: 1) Living Wage, Equal Benefits, and Contractor Responsibility Policies, are available on the CRA/LA's Website at www.crala.org. If projects are federally funded, other City of Los Angeles and Federal requirements may be applicable. Art fabricators/technicians selected must demonstrate the ability to comply with these requirements. The art fabricators/technicians shall also be subject to the CRA/LA's insurance requirements related to Workers' Compensation, General Liability, and, as applicable, automobile liability insurance.

6) GENERAL NOTICES

Issuance of this RFQ and receipt of Statements of Qualifications does not commit the CRA/LA to enter into any contract. The CRA/LA reserves the right to accept or reject any and all responses received, or to cancel this RFQ if it is in the CRA/LA's best interest.

7) DEADLINE FOR SUBMITTALS

The due date/time for submittal of your Statement of Qualifications in response to this RFQ must be received by the CRA/LA by **2:00 pm on Friday, January 30, 2009**. Postmarks are not acceptable.



All Statements of Qualifications shall be marked "Statement of Qualifications for Art Fabricators/Technicians (RFQ No. NP 8021)" and submitted in an Original (unbound and marked as "Original") and 5 copies (total of six (6) sets), plus complete one (1) copy of your response on a CD (PDF format) to:

CRA/LA Art Program
Attn: Records Department
354 South Spring Street, Suite 500
Los Angeles, CA 90013
RFQ No. NP 8021

8) QUESTIONS?

Any questions shall be directed to Ms. Cynthia Foronda, Administrative Assistant, by email at cforonda@cra.lacity.org or by telephone at (213) 977-1763.

Sincerely,


Ken Clark
Director of Administrative Services