



AGENDA OF THE GREEN BAY PUBLIC ARTS COMMISSION

WEDNESDAY, DECEMBER 13, 2023, 8:00 AM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:
<https://us02web.zoom.us/j/82324699453?pwd=SWtrUUNVdIYlSlcXaTRPaFpXMHBqZz09>

Or call in by phone: +1 312 626 6799
Meeting ID: 823 2469 9453
Passcode: 924755

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. Members: Katie Ries -Chair, Ald. Brian Johnson, Chuck Yang, and Alex Zacarias.
2. Liaison Representatives: Beth Kowalski - Neville Museum, Rissel Peguero Almonte - Independent Music Instructor, Sadie Wilson - Oneida Arts Board, and Timothy Perlewitz - Salvation Army Kroc Center.

C. Approval of the Agenda.

- I. Approval of the agenda for the December 13, 2023, meeting of the Green Bay Public Arts Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the October 25, 2023, meeting of the Green Bay Public Arts Commission.

E. Regular Business.

1. Election of the Vice Chair of the Green Bay Public Arts Commission.
2. Consideration with possible action to review and approve the Large Scale Public Art Project Request For Proposal.

F. Informational.

1. Coordinator's Report and Project Updates.
2. Anticipated Next Meeting: January 24, 2024, at 8:00 AM

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Green Bay Public Arts Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

December 13, 2023

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # E.1

Election of the Vice Chair of the Green Bay Public Arts Commission.

BACKGROUND

The annual election for the Green Bay Public Arts Commission to select a new Chair and Vice-Chair for the upcoming year takes place in October.

During the October 25, 2023, meeting of the Green Bay Public Arts Commission, Katie Ries was nominated and approved as Chair and Chuck Yang was nominated for Vice Chair. Due to Chuck Yang being excused from the October 25, 2023, meeting, the Commission shall revisit the nomination with Chuck Yang present.

RECOMMENDATION

Confirm the election of the Vice-Chair for the upcoming year.

FISCAL IMPACT**ATTACHMENTS**

None



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

December 13, 2023

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # E.2

Consideration with possible action to review and approve the Large Scale Public Art Project Request For Proposal.

BACKGROUND

Consideration with possible action to review and approve the RFP for the commission of new work(s) and/or purchase of existing artwork(s) to diversify the City's public art collection and increase opportunities for the public to engage with public art.

A total of \$50,000 of American Rescue Plan Act (ARPA) funds has been allocated toward commissioning and/or purchasing permanent artwork(s) for the City of Green Bay.

Permanent artwork(s) considered for commission and/or purchase will be displayed within publicly accessible areas. The City is open to artist-suggested sites and has identified several locations, both interior and exterior, that may accommodate public artwork. These sites include:

- City Hall front entryways (interior and exterior)
- City Hall Council Chambers (interior)
- Northernmost portion of the green space located at 109 Dousman Street (exterior)
- Walnut Tunnel along the Fox River Trail (exterior somewhat sheltered)
- Along the Fox River Trail north of the Ray Nitschke Bridge (exterior)

After reviewing the RFP, the Commission may suggest edits before release. The project timeline below is intended to provide a loose framework for project development. The timeline is subject to change based on the approval process and the needs of the overall project.

- **January 2024** - Project Announced
- **February 29, 2024** - Deadline for Submissions
- **March 2024** - Notification of Finalists
- **April 2024** - Notification of Selection
- **April 2024 - December 2025** - Artwork(s) Installed

RECOMMENDATION

Staff recommends approval of the Large Scale Public Art Project RFP, subject to revisions.

FISCAL IMPACT

ATTACHMENTS

- I. DRAFT City of Green Bay Large Scale Public Art Project RFP

CITY OF GREEN BAY LARGE SCALE PUBLIC ART PROJECT RFP

GREEN BAY PUBLIC ARTS COMMISSION (GBPAC) MISSION STATEMENT

The GBPAC focuses on the creation and preservation of public art within Green Bay, and ensuring equal access for all to enjoy and engage with public art. The GBPAC exists to fund artistic activities and support cultural programs that integrate and advance arts and culture as an essential part of life in Green Bay.

THIS CALL IS OPEN UNTIL 5:00 PM (CT), February 29, 2024

PROJECT INTENT

The objective of the Large Scale Public Art Project is to diversify the City's public art collection by either commissioning a new work(s) and/or purchasing an existing artwork(s) from artist(s) in all stages of their career. Artists can present past work for a new commission and/or propose the sale of existing work. If applicable, exterior artwork must be resistant to Green Bay's fluctuating weather conditions. All media in all genres, suitable for both interior and exterior public display, will be considered. Artwork(s) must be durable, permanent, low-maintenance, safe and appropriate for the general public, and in compliance with ADA guidelines upon installation.

SITE INFORMATION

Artwork(s) will be commissioned and/or purchased for publicly accessible areas both interior and exterior. The City is open to artist suggested sites, and has identified several locations listed below that could accommodate public artwork.

1. City Hall front entryways (interior and exterior)
2. City Hall Council Chambers (interior)
3. Northernmost portion of the greenspace located at 109 Dousman Street (exterior)
4. Walnut Tunnel along the Fox River Trail (exterior somewhat sheltered)
5. Along the Fox River Trail north of the Ray Nitschke Bridge (exterior)

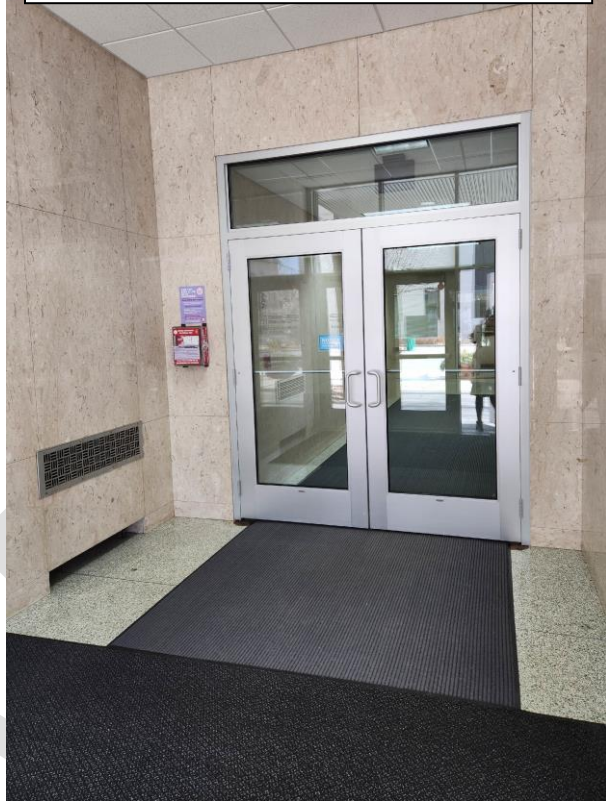
Photographs for these sites and/or aerial views can be found in the RFP below.

Interested applicants are highly encouraged to reach out to staff prior to applying to discuss potential display locations for their work.

1.) North vestibule of City Hall interior



1.) South vestibule of City Hall interior



1.) Front North (left) and South (right) entrances to City Hall exterior



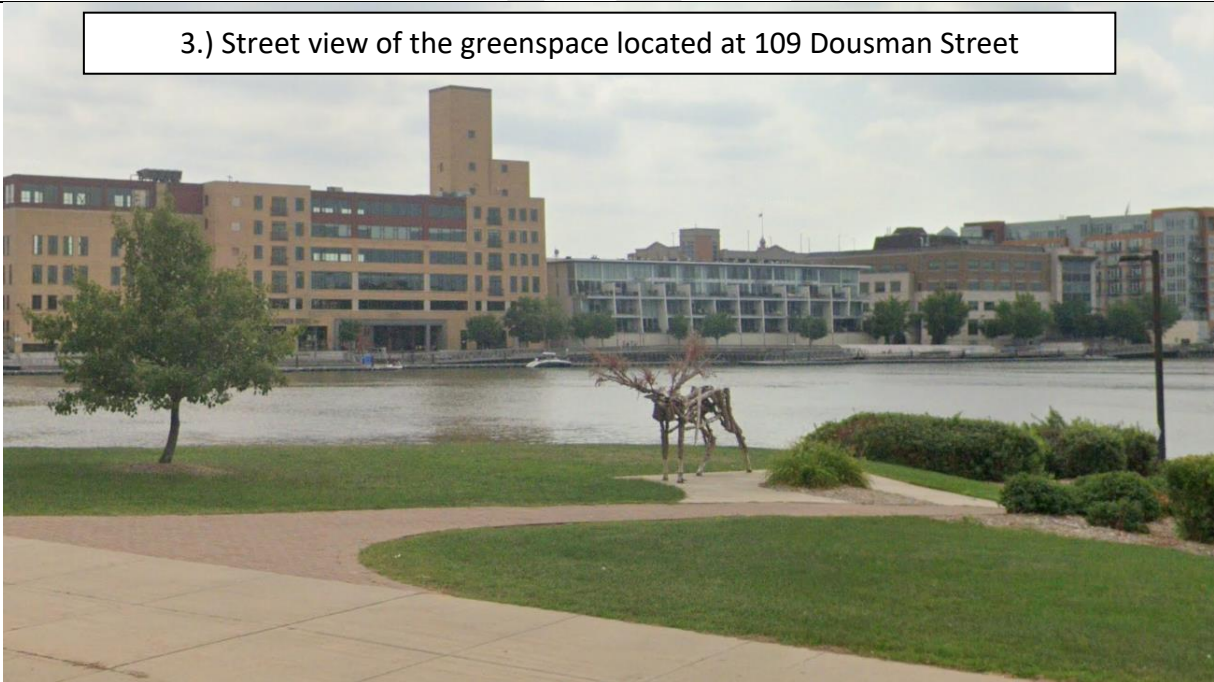
1.) City Hall front exterior



2.) City Hall Council Chambers



3.) Street view of the greenspace located at 109 Dousman Street



3.) Aerial view of the greenspace located at 109 Dousman Street



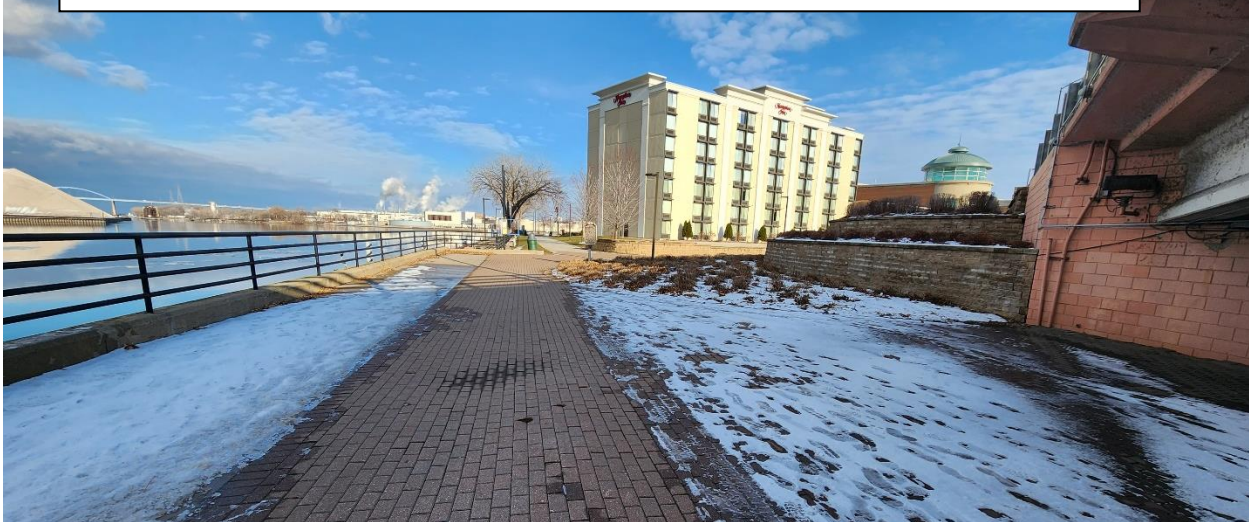
4.) Walnut Tunnel along the Fox River Trail (exterior somewhat



5.) Looking North below the Ray Nitschke Bridge



5.) Looking north along the Fox River Trail north of the Ray Nitschke



5.) Looking south (left) and west (right) along the Fox River Trail north of the Ray Nitschke Bridge



PROJECT AMOUNT

Funded by the American Rescue Plan Act (ARPA), funds available are dedicated to either commission new permanent work(s) and/or purchase existing permanent artwork(s).

Project budget is \$50,000, all-inclusive. Artwork agreement will be \$50,000 maximum for the artwork(s). The City reserves the right to split this budget between multiple applicants. Upon submission, the price of the artwork(s) is considered all-inclusive of the following: materials, labor, fabrication, insurance, taxes, commissions, fees, shipping, delivery, installation, travel, lodging, display hardware, site preparation, footings and foundations, and project signage.

SCOPE OF WORK: COMMISSIONED WORK

- Prepare design details, budgets, and concepts detailing every physical feature of the artwork(s) and its integration within the site.
- Work with City staff to finalize aesthetic design, fabrication methods and materials for Wisconsin's outdoor environment.
- Coordinate with City staff on artwork footing and lighting, if any.
- Create a presentation for the Public Arts Commission for review and approval.
- Fabricate, deliver, and install the sculpture(s) on schedule.
- Complete a description of regular and long-term maintenance and the specifications for replacement of electronic components, if any. Material and color samples to be provided.
- Participate, as requested, in community outreach and dedication events.
- Other scopes of work that may be required by the City.

SCOPE OF WORK: PURCHASE EXISTING WORK

- Except for fabricating the artwork design, scope of work includes all the scope in Commissioned Work above.
- If necessary, modify the artwork or artwork structure for installation and site needs for footing/landscaping.

SELECTION PROCESS AND CRITERIA

A Submission Review Team of artists, arts professionals, and City staff will score applications based on the selection criteria listed below and provide results to the Public Arts Commission. The Public Arts Commission will be responsible for selecting final artwork(s) to be permanently displayed. Artwork included in the final pool is not a guarantee of selection.

The selection criteria shall include, but is not limited to:

- Level of Artistic Ability
- Quality of the Artwork
- Potential for the artwork to meet new audiences and impact the community
- Artist(s')/Organization's ability to produce and deliver quality artwork
- Publicly accessible for all to enjoy and level of thought for how artwork interacts with the space

Artwork submitted for consideration does not need to be removed from other sale/funding opportunities, however, if a submitted piece is purchased/funded through another opportunity,

the applicant is required to notify the City immediately so the work can be removed from the final pool.

Artwork installed at the site must be the same piece and price selected by the Public Arts Commission. Substitutions and/or price fluctuations will not be allowed after the submission deadline.

Artists/Organizations whose artwork is selected will be required to enter into an agreement with the City of Green Bay.

Payment will be made upon completion of the terms of the agreement. Once delivery and installation of artwork is completed, final payment will be processed and issued.

PROJECT TIMELINE (Dates subject to change)

January 2024.....	Project Announced
February 29, 2024.....	Deadline for Submissions
March 2024.....	Notification of Finalists
April 2024.....	Notification of Purchases
April 2024 - December 2025.....	Artwork Installed

QUESTIONS/FOLLOW UP

Please email or call for assistance, advice, or questions:

Troy Van Handel
City of Green Bay Purchasing Department
100 North Jefferson St. – Room 101
Green Bay, WI 54301
Phone: (920) 448-3049
Fax: (920) 448-3050
Email: purchasingag@greenbaywi.gov

DEADLINE FOR SUBMISSIONS: Thursday, February 29, 2024

Application Requirements

Please read the following carefully as incomplete or late submissions will *not* be accepted. Supplemental information beyond what is requested will not be reviewed by the Submission Review Team or Public Arts Commission. Failure to provide any of the published requirements will result in disqualification. All materials must be submitted according to the specifications outlined below.

Please note that only ONE application per Artist/Organization will be considered.

1. Statement of Interest:

- Not to exceed two (2) pages. Address your response to this project opportunity, experience, philosophy, statement of approach, project inspiration, and any other

relevant information to the artwork being considered. The letter should provide a description of how your professional background relates to this art project. Briefly describe your interest in adding to Green Bay's public art collection and what you can bring to this project.

2. Current Resume(s) and Support Materials:

- Not to exceed two (2) pages. Include artist's training and professional experience plus additional support materials of press clippings or other relevant materials on past projects, career advancements, professional accomplishments, and training relevant to the proposed artwork. If applicable, organizations submitting on behalf of an artist(s) shall include a brief statement on the history and relevant programming/experience of the organization. Proposed projects with multiple artists shall include resumes for all involved artists.

3. Representative Work and Documentation:

- Not to exceed five (5) pages. Up to five (5) previously completed projects that show relevance to this project. Briefly describe images, including budget for projects, title, completion dates, dimensions, media, location and other essential information.
- Images must be JPEG format, 1920 pixels maximum on the longest side, 72 dpi, with compression settings resulting in the best image quality under 2MB file size.

4. Image Index for Representative Work:

- An annotated image list, clearly labeled with your full name and information and a numerical listing for each image, the title of the work, budget, year completed, dimensions, and media. Please use the document: Image List located at the end of this RFP.

5. Proposed Artwork and Site Plan:

- Not to exceed four (4) pages. Proposed design must include a scaled plan of the proposed location. Design must also include perspectives of the concept, information regarding artwork title(s), materials, dimensions, colors and other relevant details.

6. Artwork Maintenance Plan and Project Budget

- Not to exceed one (1) page. Brief explanation of intended artwork maintenance plan and itemized project budget.

Eligibility Criteria

The project is open to all professional artists located in the continental U.S.A., age 18 and over, regardless of race, color, religion, national origin, gender, age, marital status, or physical or mental ability. City of Green Bay employees, as well as Commission members and their immediate family members are not eligible for participation.