



**HOWARD COUNTY CIRCUIT COURTHOUSE ARTWORKS
HOWARD COUNTY, MARYLAND**

CALL TO ARTISTS REQUEST FOR EXPRESSIONS OF INTERESTS

NO. 08-2019

Issued: February 25, 2019

Opening: March 29, 2019, 4:00 PM ET

Contact: **BUYER: DEAN HOF, PURCHASING ADMINISTRATOR**

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Apply online: www.hocoarts.submittable.com



**HOWARD COUNTY, MARYLAND
OFFICE OF PURCHASING
6751 Columbia Gateway Drive, Suite 226, Columbia, MD 21046**

1. PROJECT DESCRIPTION: Howard County, Maryland (the “County”) desires to secure the professional services of qualified artists (“Artists”) for the purpose of commissioning artworks. The County seeks to commission up to three artworks to be installed at its new Circuit Courthouse, which is currently being designed by Edgemoor-Star America Judicial Partners (ESJP). ESJP is the Project Company contracted by the County in October 2018 to design, build and maintain the new courthouse. At a minimum, the scope of services will require: collaboration with the lead designer selected for the building project; development of preliminary and final concepts; fabrication of the artwork; participation in meetings and conservation reviews as necessary; and coordination/installation of the artwork at the project site. For purposes of this Request for Expressions of Interest (REOI), Artist is a defined term to include an individual artist or an artist team and respondents to this REOI that submit the required online application materials.

The County’s Artist Selection Committee will be advised by art advisors. By the end of an Artist’s design development phase, the County’s project team and the Artist will describe its coordinated approach and schedule for fabrication and installation of the artwork(s).

The County working with ESJP will be responsible for designing and installing foundations and supporting minor structural enhancements and supplemental lighting (if required) in consultation with the Artist. The County will work with the Artist and ESJP to provide a crane if one is needed for artworks installation. The Artist shall be responsible for all other aspects of installation.

An Artist may apply for up to three artwork locations. Artists should identify in the transmittal letter which artwork location(s) and piece(s) of art they will propose to design, create, fabricate and install. This REOI does not request preparation of a proposal.

Permanent public interior and exterior Artwork pieces are planned.

This REOI will result in selection of finalists using qualifications-based selection procedures. Final selection of top-ranked Artists will be made by the County with advice from its art advisors.

2. Rights of the County:

The issuance of this REOI constitutes only an invitation to present qualifications. This REOI is not a tender or an offer nor a request for proposals, and there is no intention by the County to make an offer by issuing this REOI. The rights reserved by the County, which shall be exercised in its sole and absolute discretion, include without limitation the right to:

1. Require one or more Artists to clarify the online application submitted.
2. Conduct investigations with respect to the qualifications and experience of each Artist.
3. The right to conduct discussions with one or more Artists.
4. Waive any defect or technicality in any online application received.
5. Determine which Artists are qualified to be short-listed.
6. Eliminate any Artist which submits an incomplete or inadequate online application response

or is not responsive or responsible to the requirements of this REOI.

7. Supplement, amend, or otherwise modify this REOI, prior to the date of submittal of the SOIs.
8. Issue one or more addenda to this REOI extending the due date for online applications.
9. Receive questions concerning this REOI from Artists and to provide such questions, and the County's responses, to all Respondents by Addendum.
10. Cancel this REOI in whole or in part with or without substitution of another REOI if determined to be in the best interest of the County.
11. Change the budget.
12. Take any action affecting the REOI process, the Contract Services or the Project that would be in the best interests of the County.

The foregoing reserved rights are in addition to and shall not serve to limit any of the specific rights and conditions set forth in this REOI.

A separate contract with a not-to-exceed-budget amount is planned with each top-ranked Artist selected to create, fabricate and install the artwork for a specified new Courthouse location.

3. Project Background:

Howard County History:

Howard County officially became the 21st of Maryland's 23 counties in 1851. It was named in honor of John Eager Howard, statesman, soldier and fifth governor of Maryland.

Howard County was mainly farming and hunting grounds for the Native Americans until 1687 when Adam Shipley was granted property on the Patapsco River from Lord Baltimore and started the farming tradition. The County's history included the Carroll family, signers of the Declaration of Independence and one of America's wealthiest families, and the Ellicott brothers. Ellicott Mills was founded by Joseph, Andrew and John Ellicott, three brothers from Bucks County, Pennsylvania, in about 1772. The Ellicotts selected a site to build a mill where the Patapsco River cut a ravine through two rock escarpments. They established a flour mill on the Patapsco River and went on to create the largest pig iron foundry on the east coast, and Ellicott Mills, one of the greatest milling and manufacturing towns in the east at that time. The railroad was key to the second phase of Ellicott's Mills' growth. Completed in 1830, the B&O Railroad from Baltimore to Ellicott's Mills was the first commercial railroad built in the United States. They also built roads, bridges, a wharf in Baltimore, schools, and the first part of the National Road that was later to become America's first interstate highway. The access provided by the railroad and improved roads attracted more people to the growing town, then part of Anne Arundel County. Population growth led to the creation in 1840 of a new Howard District, and a new courthouse was planned and constructed in Ellicott's Mills in 1841-1843. This structure, built of granite in the Neo-Classical Revival style, continues to serve as a courthouse as well as a local historic landmark. The County's current courthouse has been periodically renovated and was last expanded in 1983.

The County is ideally located midway between Baltimore and Washington, DC and has grown substantially in population to over 325,000 today. It is known for the best schools in Maryland, and is now one of the top 10 wealthiest counties in the nation. Under a home rule charter since 1968, Howard County is governed by an elected County Executive and a five-member County Council.

The Howard County Circuit Court is part of the Judicial Branch of government and is a court of general jurisdiction. Circuit Court hears jury trials, juvenile, family law, serious criminal matters and complex civil matters. Circuit Court also hears appeals from the District Court of Maryland, Orphans' Court and Administrative Agencies. The Howard County Circuit Court strives to apply the law fairly and timely while treating all who come before the Court with respect and dignity.

4. Project Site/Facility Background:

The County will open the new Howard County Circuit Courthouse at 9250 Judicial Way, Ellicott City, MD 21043 in July 2021. The site is located near Routes 29 and 108 and it is bordered on one side by a multi-family development and by limited commercial development.

The new courthouse site is approximately 14 acres of a 27-acre, County-owned site. The existing facilities on the 27-acre site will be demolished.

The new Howard County Circuit Courthouse will consist of 238,000 square feet of space in a four-story building. The new courthouse will also include a four-story atrium and a small café. The site will include a parking structure with about 682 spaces adjacent to the courthouse with expansion space for two new 200,000 square feet office buildings. The new courthouse has a goal of meeting a minimum rating of Leadership in Energy and Environmental Design (LEED) Silver.

The County's website presents information on the new Circuit Courthouse project. Please visit <https://www.howardcountymd.gov/howardcourthouse> for preliminary renderings and a computer-generated building model of the ESJP new Courthouse design. Additional information on the Howard County Circuit Courthouse is also featured.

5. Eligibility:

All professional Artists in the United States may apply. If Artists are applying as a team, the team should be declared on the Application Form, specifying a team leader to receive notifications. Four references, including names and contact information, are required. Additionally, the Artist must meet at least three of the following four criteria to be considered for this commission:

- The Artist has completed public art commissions.
- The Artist has received awards, grants or fellowships.
- The Artist has had work exhibited in museums or galleries.
- The Artist has demonstrated artistic merit, excellence and innovation through past work.

Artists currently enrolled in any university or college degree program are not eligible to apply. Incomplete or nonresponsive online applications will not be evaluated. Eligibility will be used as the **first cut** in evaluating Artist's consideration for this commission.

6. Artwork Intent & Goals:

This REOI seeks to commission works of art of redeeming quality that enhance the aesthetic quality of the new Circuit Courthouse through the selection of qualified Artists that can creatively and thoughtfully design within the context of this project. The essential goals include design and creation of Artworks that:

- Reflect the dignity and judicial nature of the work of Howard County Circuit Courthouse;
- Fit well within the site's context and complement the Courthouse's architecture; and
- Are durable, easily maintained and vandal resistant.

Additional goals should include, where possible, enhancing the civic meaning of Courthouse architecture; providing a welcoming and calming effect for visitors to the County's Circuit Courthouse; and, conveying the historical significance of the current Circuit Courthouse.

The County is committed to the stewardship of our environment, and the selected artwork should demonstrate a commitment to responsible fabrication and resourcing, and passive or low-energy use. The artwork should be effectively integrated into the environment, and consider both available natural and artificial light sources, and viewing from multiple vantage points and elevations. The selected artwork will invite people to respect the seriousness of the court activities and distinguish this building as a special place.

Artwork intent and goals will be utilized as the basis for the second cut in evaluating Artist's consideration for this commission.

7. Budget Details:

County funding for this Artworks project will not exceed \$460,000. The artwork budget dollar amount includes: Artist fees; materials; applicable State sales taxes; labor of the Artist(s) and assistants and technical sub-consultants including conservators; studio and operating costs applicable to this project; documentation; insurance; travel costs for the Artist to visit and research the site and participate in meetings; the presentation of the design proposal to the County; fabrication of the artwork, transportation of the artwork to the location; and any costs incurred by the Artist for installation and activation of the public artwork at the location. Any expense that exceeds the contracted amount shall be the Artist's responsibility, necessitating redesign at no cost to the County and minimizing any schedule impact. No additional and/or contingency funds will be available. The County will waive County permitting fees. Reasonable installation costs required for foundations and supporting structure and equipment to install artwork (i.e., a crane) will not be part of the \$460,000 maximum budget and will be paid by the County through the County's contract with ESJP. The not-to-exceed budget for artwork in each location is listed below. The final budget will be set when contracts are awarded.

8. PROPOSED ARTWORK LOCATIONS

The proposed artworks will be sited on three separate locations both outside and inside of the building and site. The specific proposed artworks locations are described as follows:

Outside (Artwork Location 1): Budgeted Amount: \$150,000

The proposed outside site location would be along the public walkway connecting the garage to the building entrance. This site is proposed to be between the walkway and the building, midway between the garage and the building entrance. Two rows of planted flowering cherry trees, approximately 24 feet apart, would be interrupted to provide a sculpture area approximately 125 feet wide and 20 feet deep, for the art installation and the incorporated hardscape. This area is depicted in Artwork Location Image 1 of the Attachment 1, HCCC-Art Exhibit 021219 to the REOI. Because the area is in an 82-foot blast setback area, consideration should be given in the art design to minimize the art base in order to prevent objects being hidden behind the artwork. The artwork should be no higher than 20 feet. The permanent public artwork must be durable and the design must detail the hardscape requirements (if applicable) beyond the art installation, to include foundation specifications, lighting, base materials, seating, etc.

Atrium Area Inside (Artwork Location 2): Budgeted Amount: \$260,000

There are three locations being considered, but not limited to, one art installation within the atrium area. This area consists of a four-story space approximately 64 feet high and a floor area of approximately 3,000 square feet. Areas under consideration are shown on Artwork Location 2 renderings. They include:

A. Reception wall

This wall is located at the right end of the atrium, behind the reception desk and is about 28 feet wide by 65 feet high. It is constructed of painted drywall on steel studs attached to the building structure. The wall has a 3-foot wide glass window on the right side of the wall, extending the entire 64 foot height and across the top. This area is depicted in Artwork Location Image 2 of the Attachment 1, HCCC-Art Exhibit 021219 to the REOI. If this area is selected, additional blocking and supports will be required. Connection points, as well as load calculations, must be detailed on the design. Paint color will be coordinated between the Artist and the architect. It is anticipated that art could be adhered to the surface, protrude out from the surface or a combination of these alternatives.

B. Hanging from Atrium Ceiling

The ceiling is approximately 65 feet above the ground floor and any art piece hanging from the ceiling would be visible from the ground floor and from all four floors as well as the open stairs within the atrium. This atrium is a very large volume area and so any art design should take into consideration location within the atrium space, weight, height from the floor, lighting requirements and potential visual conflict with a large medallion design in the window area above the entrance canopy up to the mid-third floor level (see the video and website for more details). Considerations should be given to durability of materials, recommended lighting, and structural requirements with a maximum weight limit of 500 pounds supported from any one beam connection. The connection points for the artwork will need to be detailed and weight calculations submitted as part of the design.

C. Atrium Floor Area

The floor area is approximately 3,000 square feet and is currently designed as a terrazzo floor. This area could be a potential art location either as a design in the floor, a free-standing sculpture or a combination of both. The entire floor is visible from all four floors and the stairs. Considerations should be given as to pedestrian traffic, line of sight considerations, durability and maintenance minimization.

Second Floor Wall Before Jury Selection Entrance (Artwork Location 3) Budgeted Amount: \$50,000

This wall is on the second floor along the corridor leading to the jury selection entrance. The wall is approximately 41 feet long and 14 feet high and is currently designed to be painted drywall on steel studs. Opposite the wall, along the entire length, are windows that look out to the atrium. The ceiling grid and the lighting patterns are shown on Artwork Location 3 of the REOI Attachment 1, HCCC-Art Exhibit 021219. The intent of the artwork is to create a WOW effect and a calming influence as potential jurors enter the room to start the selection process. Considerations should be given to durability of materials, recommended lighting, structural requirements and colors.

For all of the art sites, electricity can be provided for integrated lighting components; however, no digital media technology may comprise the artwork. The artwork will receive diffused natural light from a large glass wall area at the entrance and across the front of the new building. Given the exposure to the public and natural light sources, color safe materials should be used. The building construction budget will cover reasonable supplemental lighting for the artwork and minor structural enhancements (if required) in consultation with the Artist.

9. CONTRACT:

The Artist will contract directly with the County and work with the public art project team to oversee all aspects of the artwork from design through project implementation, fabrication and installation. The County's standard form of contract will be posted as an attachment to this REOI. A contract will be executed between the County and the selected Artist for selected artwork at each location upon approval of the final design.

10. SUBMISSION PROCEDURES:

Application Process: Artists apply online utilizing www.hocoarts.submittable.com. Applications must be submitted by March 29, 2019 4:00 PM ET.

Online application shall include:

- **Application Form**
- **Statement of Interest** to create a public artwork for the new Howard County Circuit Courthouse and the specific location(s) the Artist is interested in as well as how the Artist's public art experience benefits this project.
- **Eligibility Statement** explaining how the Artist's experience complies with at the least three of the four criteria for eligibility.
- **Resume or CV Résumé** (maximum three pages/750 words) (artist or each artist if a team is submitting), which should include any previous public commissions, exhibitions history, museum collections that include Artist's work, as well as a list of awards, honors and grants.
- **References** include four (4) art and/or design professionals who have detailed knowledge of the Artist's work and working methods. Provide contact name, address, telephone number, and e-mail for each reference consisting of two commissioning agencies and two design professionals (i.e., architect, engineer, graphic designer, etc.). At least two references should be able to describe the Artist's ability to manage fabrication and installation of the artwork. A letter of reference from each commissioning agency and design professional is encouraged.
- **Image Annotation Sheet: please include Artist name(s) at top of page.**

Please upload a reference sheet listing jpeg images. NO composite images. One image per jpeg. Include the following for each artwork:

1. Title
 2. Artist. List all authors of the work
 3. Year work was completed installed, or dedicated
 4. Location. Please be specific, ex "Maple Park Playground" include City and State
 5. Commissioning Agency (if applicable)
 6. Total artwork budget. Do not include larger site construction budget
 7. Materials
 8. Dimensions and/or description of scale (i.e., one city block).
 9. One sentence description of the artwork
- **Twelve (12) JPEG Images.** One image per JPEG. No composite-collage grouping of images on one slide. Selected images must include at least two projects of installed work. Image and file size requirements are listed on website: www.hocoarts.submittable.com.
 - **Page Limit.** No more than six (6) typewritten pages (minimum font size 11 point) are allotted for the Statement of Interest and Eligibility Statement, plus the résumé and contact information may be submitted. The cover letter, which shall be limited to one page, shall not be used to circumvent or supplement the above limit. Please identify in the cover letter the specific artwork and location for which you are applying. Failure to comply with the page limit will result in rejection of the Expression of Interest.

11. SELECTION OF TOP-RANKED ARTISTS:

After evaluation of the Expressions of Interest, Artists will be ranked by the County's Artist Selection Committee. A minimum of two top-ranked Artists will be interviewed for the artwork to be designed, created and installed at each site location described previously and identified in Attachment 1, HCCC-Art Exhibit 021219. The selection of the top-ranked Artist will be based on this interview and the evaluation of qualifications.

1. Artist Selection Committee and Art Advisors

The Selection Committee is comprised of County and Judiciary employees. Art advisors will participate in the process to assist and advise the Artist Selection Committee. Art advisors will screen applications using the eligibility criteria. Next, art advisors evaluate applications using Artwork Intent & goals criteria stated previously (see p. 5 above). The art advisors will refer applications of eligible Artists to the Artist Selection Committee. The County Artist Selection Committee will score applications using the evaluation criteria, determine the short list of Artists to be interviewed and interview the short-listed Artists.

No gallery owner, dealer or art agent will serve as an art advisor due to the potential for conflict of interest.

A Committee member or art advisor shall not use information for any personal benefit, pecuniary or otherwise.

2. Semi-Finalists Selection

The Artist Selection Committee will review submissions and select a minimum of two semi-finalist Artists for each of the three artwork locations. The semi-finalist Artists will be interviewed in-person at the County or by WEBEX. Semi-finalist Artists will individually present their background public art experience and approach to the project. The County will not reimburse travel costs for the interview.

3. **Finalist Selection**

Following the semi-finalist Artists interviews, the Artist Selection Committee will select one (1) top-ranked Artist for each location and piece of artwork. The County will then undertake negotiations with that Artist. Should the County be unable to negotiate a satisfactory agreement with the top-ranked Artist, negotiations shall be formally terminated. The County shall then undertake negotiations with the second top-ranked Artist, and so forth. A separate contract with a not-to-exceed-budget amount is planned with each top-ranked Artist selected to create, fabricate and install the artwork for a specified location. The Artist finalist will enter into a contract with the County that has two phases. Phase one of the contract will develop the concept design for the artwork for each location. When final design is approved, the Artist will proceed with phase two of the contract for final artwork design, fabrication and installation.

Evaluation Criteria:

Artists will be selected based on experience and qualifications using the following criteria:

- Demonstrated and assessed successful, innovative and effective approach to public art projects of a similar scope. Preference will be given to Artists that illustrate themes of jurisprudence and judicial art.
- Experience working collaboratively with multi-disciplinary professionals and committees
- The Artist's experience and Statement of Interest align with the Howard County Circuit Courthouse artwork goals and site specificity of the project
- The Artist's experience successfully designing and implementing prior projects on time and within budget.

Design:

The top-ranked Artist selected for each location shall commence the project with the Concept Design Development phase that will include two to three in-person meetings and/or WebEx/conference call meetings as needed. Travel-related costs are the responsibility of the Artist.

- **Concept Proposal Presentation:** The top-ranked Artist shall present three artwork concepts to the Artist Selection Committee. The concepts will communicate artwork ideas, including form, scale, media and materials. Following the Artist presentation, the Artist Selection Committee will meet and select one concept for further design development.
- **Design Development Presentation:** With written feedback from the Concept Proposal Presentation, the Artist shall refine the selected concept into the Design Development package that will include: scaled plans, elevations and digital renderings detailing the artwork

concept. The package should describe proposed artwork materials, fabrication technique(s) and timeline, budget estimate, and written concept statement.

- Final Design Presentation: With written feedback from the Design Development Presentation, the Artist shall prepare the Final Design package that will include revised plans, elevations and renderings, material samples, selected fabricator, schedule and final estimate.

Fabrication and Installation:

Upon written approval of the Final Design, the Artist will fabricate and install the artwork for each location adhering to an agreed upon final budget and installation and payment schedule. The Artist shall submit an artwork maintenance manual upon completion. Artist shall attend artwork ribbon cutting. After the ribbon cutting ceremony the Artist shall engage the Courthouse employees and invited guests in a public forum to introduce the artwork.

Project Timeline

February 25, 2019	REOI posted
March 29, 2019	Application submission deadline on www.hocoarts.submittable.com
April, 2019	Applicants selected for shortlist and notified
May, 2019	Minimum of two semi-finalist Artists selected and notified for each of the artwork locations
June, 2019	Semi-finalists Artists interviews; interviews are in-person or by WEBEX. One finalist Artist selected for artwork for each of the artwork locations
June, 2019	Artists contracted
July, 2019	Artworks project Kick-off meetings
September, 2019	Concept Design Presentation
November, 2019	Design Development Presentation
December, 2019	Final Design Presentation (may be conducted by WebEx/conf. call), artwork design approved
January – March, 2020	Construction Documents/Shop Drawing Phase
April – May, 2020	Shop Drawings approved with permission to fabricate
June – December, 2020	Fabrication with studio check-ins
January – June, 2021	Artwork installation in coordination with building construction schedule
July 1, 2021	Projected Artwork Ribbon-Cutting - Dedication

Questions and Inquiries: Questions concerning this REOI must be directed to Mr. Dean Hof, Purchasing Administrator, telephone number (410) 313-4239 or email dhof@howardcountymd.gov not later than 10 days prior to bid opening. Mr. Hof, Office of Purchasing, is the sole point of contact for this solicitation. Technical questions regarding submittable.com software online should be sent to Katie Wofford at grantsandprojects@hocoarts.org

Attachment 1, HCCC-Art Exhibit 021219

The following link is provided to access Artwork locations.

<https://infoexchange.hok.com/DownloadWeb/predownload.aspx?qs=LR82FPL2GKZR2S7CV6Z5NKSCCPASS2ZL3NCAVZPLWVK84T9WNRKMLX97JYVED84WFBR7XALW2BU9CCN9JRYQ6R58HEE496X2BB428LALHXWKFT5RUPHDXK2WDNGGRQ6T49H4RXT7CYYP4EFYSGA5CN8HDP5M32YRLKWGVWQF6BE7F24TAZTTQEYHRVNBXV5JY2J74B3NGH3J2SMRX6BAY7JBKY5G2CYMUSHYHV7TPKBMZQW9J2P98J5MZAQLZLFJ8B6S8F4>