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**Request for Qualifications**

**Art Bench Project in Eagan, Minnesota**

**2018**

Eagan Parks & Recreation seeks artists to produce four benches for placement in the City parks, facilities and along the Park trail system in 2018.

**Background and project theme**

In 2017, the City of Eagan installed four art benches in an effort to add to the City’s sense of place, while enhancing resting areas for its residents. In 2018, Eagan Parks & Recreation will install four additional artist designed and produced benches to represent the unique landscape and neighborhoods of identified locations.

**Identified Art Bench Sites**

* *Eagan Community Center, Interior* – Home to Eagan Fitness Center, meeting and special event space, and three gymnasiums. Over 1,200 people per week.
* *Thresher Fields* – Soccer fields, adjacent dog park, walking trails
* *Blackhawk Park* – Pavilion, sand volleyball, lake, walking trails
* *Holz Farm Park* – Neighborhood park adjacent to Historic 1940’s Holz Farm.

**General Specifications**

* Must accommodate up to 500 pounds for seating
* Maximum length, 8 feet. Entire design must stay within 8 feet.
* Height, minimum 17 inches. Maximum height may vary depending on the site.
* Durable construction suitable for outdoor conditions.
* Bench must include mounting mechanism for surface installation to a concrete pad. Eagan Parks maintenance staff will install a concrete pad at each location. Artist is responsible for artwork transport to designated location and for final installation.

**Budget**

$3,000 per bench, inclusive of all costs including installation. Selected finalists will be paid $200 for proposal development.

**Eligibility**

Applicants must reside in the State of Minnesota or demonstrate a significant established connection to Minnesota.

**Submission Requirements**

Interested artists should submit the following materials:

* A letter of interest of 500 words maximum, with contact information, artistic approach and why your artwork would be compatible for this project.
* Up to 5 images of work samples with descriptions and estimated cost of each.
* Professional resume, maximum two pages.

**Submission materials must be received by Friday, January 12 at 4:30 p.m.**

E-mail submissions are preferred at: *jandersen@cityofeagan.com*.

You may also mail materials to the attention of:

Julie Andersen

Eagan Parks & Recreation

3830 Pilot Knob Road

Eagan, MN 55122

All applications will receive an e-mail acknowledgement within three days of receipt.

**Timeline:**

* January 12, 2018 – RFQ submissions due
* January 23, 2018 – Finalist notified and invited for proposal development
* February 28 – March 1, 2018 – Finalist interviews
* March 2 – April 2, 2018 - 30 day public review period for finalist proposals
* April 3, 2018 - City Council approval
* Installation begins June, 2018

Schedule subject to change.

Please direct questions about the project to Julie Andersen at jandersen@cityofeagan.com or 651-675-5521.