

## **CALL FOR ARTISTS / REQUEST FOR PROPOSALS**

98 Battery St #302,  
San Francisco, California

**Budget: \$20,000**

**Submission Deadline:**

**Friday, October 7, 2022 (5:00pm PST)**

### **Introduction**

Sustainable Conservation (the “Owner”), in partnership with Gelfand Partners Architects (“Executive Architect”), is looking for emerging and established artists to create or submit existing applied wall art to beautify their renovated office space.

Sustainable Conservation advances the collaborative stewardship of California’s land, air, and water for the benefit of nature and people. Artwork should convey the Owner’s mission and commitment to sustainability and environmental conservation.

The call is open to all artists, or artists teams, living and working in California. Given the values that drive the Agency mission, Sustainable Conservation would like to donate to artists that are local to the Bay Area, who face systemic barriers. Artists who identify as Black, Indigenous, and people of color (BIPOC) or live with a disability or impairment are encouraged to apply.

Artists are asked to submit a Statement of Qualifications and proposal. The deadline for applications is **October 7, 2022**.

### **Location**

98 Battery St #302, San Francisco, CA 94111

See Page 6 for detailed information on the office space.

# REQUEST FOR PROPOSALS (RFP)

## Project Background

Sustainable Conservation helps California thrive by uniting people to solve the toughest challenges facing our land, air, and water. Every day, we bring together business, landowners, communities, and government, in some of the most productive yet economically disadvantaged parts of California, to steward the resources on which we all depend in ways that are just and make economic sense.

Sustainable Conservation currently drives collaborative solutions to meet the water needs of California's environment, people, and economy for current and future generations – with particular focus on advancing sustainable groundwater management and accelerating the stewardship of natural and working lands and waterways. A sustainable water future for California that supports a thriving economy is achievable. But, a future in which nature and people have access to clean, affordable, and reliable water is possible only by working with – not against – each other.

The nonprofit underwent a substantial renovation in 2021. Sustainable Conservation is now ready to welcome back employees for in person work and is looking forward to complete the renovated office space with a number of artworks. Gelfand Partners Architects, has provided Sustainable Conservation with a program to complement their interiors and will assist in selecting an artist or artists team to commission the artwork. Please refer to the following section for further.

## Scope of Work

Sustainable Conservation and Gelfand Partners will select up to 8 works of art from up to 4 artists to enhance their interior spaces. Installation will be coordinated in **early-November**.

## Planned Artwork Location and Budget

**Location:** Each of the following spaces will receive one or more works of art, please refer to *Attachment A: Presentation Plan and Photos* for detailed location and size of each piece: (1) the Main Office Space, (2) the Aquifer Conference Room, (3) the Kitchen, (4) the Nest, Wellness and Relaxation Room, (5) the Quite Room, a shared office space, and (6) the Coho Conference Room.

**Budget:** The estimated not-to-exceed total budget is \$20,000 regardless of the scale or size of the artwork and should include all related costs of artist design, materials, fabrication, installation, travel, and insurance. Artists are permitted to allocate up to 20% of their total fee as an artist design fee.

**About the art:** All pieces will be required to be easily installed securing to the walls indicated. Ideally, pieces will be 2D, text, imagery, tapestry, California map or similar. Relieves should not exceed 4" off the wall. All pieces are within accessible spaces. The (6) Coho Conference Room is to receive an illustrated map of California and a small sculpture possibly.

### ***Important Criteria:***

- *Guiding Statement:* collaborative stewardship of California's land, air, and water, for the benefit of nature and people. Use of environmentally conscious and/or recycled materials is preferred.
- *Safety:* i.e. no sharp edges, no breakable components
- Must be appropriate to the workplace

### **Artwork Eligibility/Guidelines**

Submitted Artwork should be original art. Artwork can either be existing, there is no limit on the date of creation. Non-professional artists are eligible to participate, selection will be based on quality of work not experience.

### **Inquiries and Submission**

Please email your package as one (1) PDF by **Friday, October 7, 2022 (5pm PST)** to the following addresses:

To: Katie Larson, Associate Senior Designer  
[katie@gelfand-partners.com](mailto:katie@gelfand-partners.com)

CC: Jessika Amato, Designer and Marketing Coordinator  
[jessika@gelfand-partners.com](mailto:jessika@gelfand-partners.com)  
[mail@gelfand-partners.com](mailto:mail@gelfand-partners.com)

Gina Pacheu, Chief Financial Officer  
[GPacheu@suscon.org](mailto:GPacheu@suscon.org)

***Please note the file size should not exceed 10 Megabytes, if larger please email a link for download.*** Incomplete or late entries will not be accepted. Only electronic submissions will be accepted.

Please email questions to Katie Larson and Jessika Amato at the above addresses before **October 3 at 2:00pm.**

### **Application Requirements**

Responses should be concise and tailored to this RFP. Proposal should at minimum include a cover, table of contents, dividing tabs and the following items:

- A. Registration Form** (see Attachment A)
- B. Letter of interest** (1 page max.)

In your letter you should describe how your artworks aligns with the agency mission and briefly state your compatible project experience

**C. Resume** (1 page max per team member)

Please include a short bio, qualifications, and relevant other commissions if any

**D. Examples of past work**

You should list 3 to 5 examples of past work, for each example include images and a short description. Your description should include: title of artwork, media, dimensions, year, location, budget and commissioning agency if applicable.

**E. Design Vision and Approach**

Please provide a brief description of your design approach. How will your design philosophy fit in the program? If in a team, how will you execute and coordinate work among artists? What pieces do you identify for each space?

**F. Fee Proposal**

Your fee proposal should meet the given budget and preferably be organized in a way that the cost of each piece can be easily identified. Artists can allocate up to 10% of the Fee Proposal to the Design Fee.

*Artists teams please submit only one application and choose one team member to act as Point of Contact. Please have your Point of Contact fill in Attachment A.*

## **Selection Criteria**

Sustainable Conservation is committed to valuing diversity and inclusivity to reflect California's cultural richness. All Statements will be reviewed based on artistic merit, high quality and diversity. More specifically finalists will be selected based on the following:

1. Letter of Interest
2. Compatible project experience
3. Commitment to sustainable practices and inclusion
4. Artistic excellence based on image samples
5. Connection of Artist to San Francisco or Bay Area community

## **Selection Process and Notification of Results**

The Selection Committee will review submissions and notify selected artists by **October 13** via email. Finalists will be invited to interview with both the Agency and the Executive Architect for final selection. Sustainable Conservation reserves the right to contract, or purchase from, 1 or more artists. The agency also reserves the right to purchase or commission all or only part of the artwork listed in the Program.

**TIMELINE\***

<b>RFP Documents Extension Released</b>	<b>September 22, 2022</b>
Questions Due	October 3
<b>RFP Submission Due</b>	<b>October 7</b>
Selection of 3* Finalists by the Architect Team	October 13
Interviews with Finalists	Week of October 17-21
Final Selection of Artist by the Owner	By October 28*
Final Design Documentation and Approval	By November 11*
Fabrication and Installation of Artwork	Week of November 14-18*

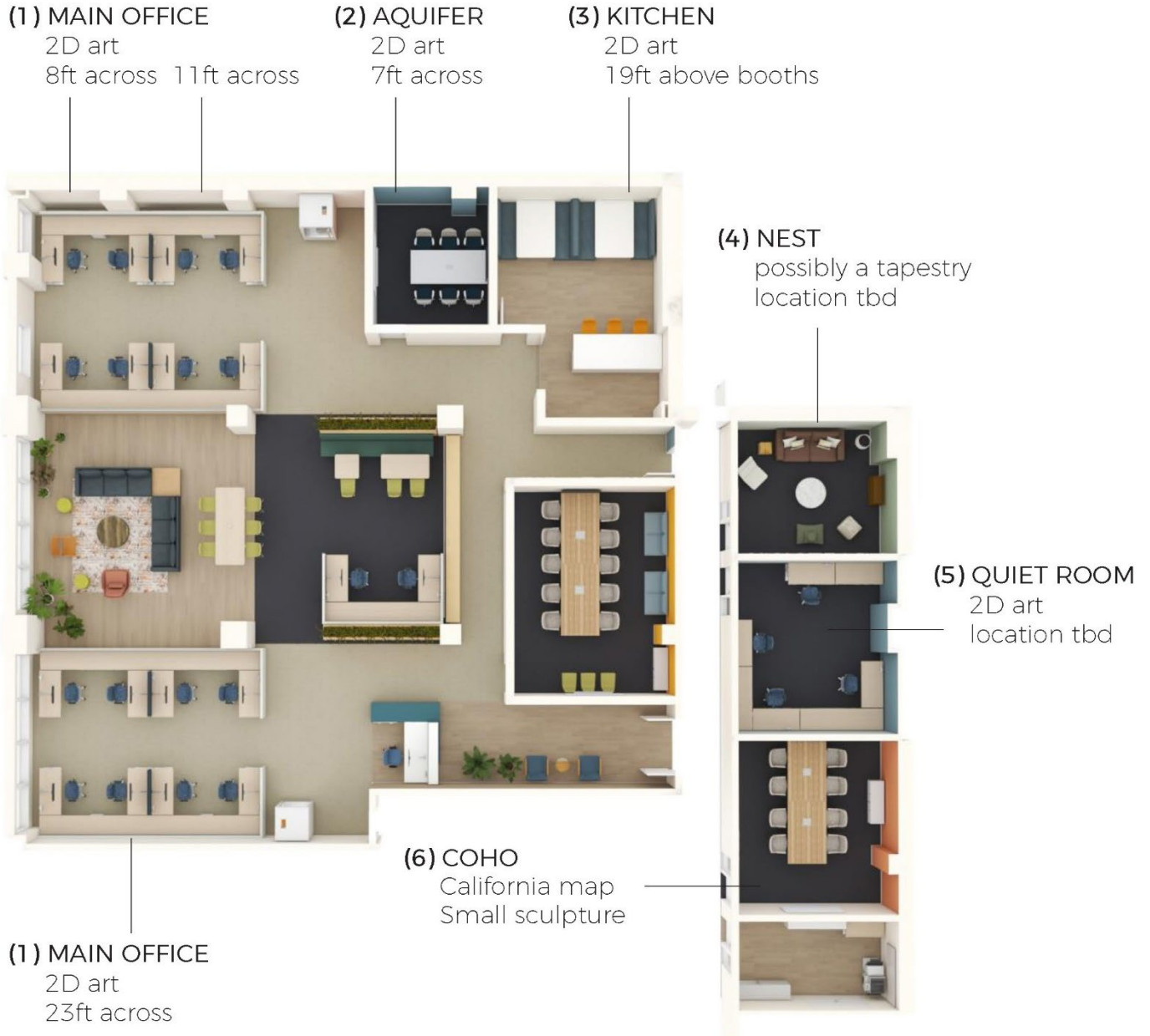
*\*Subject to change*

**ATTACHMENTS**

- A. Presentation Plan and Photos
- B. Artist Registration Form

**Attachment C**  
**PRESENTATION PLAN AND PHOTOS**

**98 Battery Art Program:**



**The Office Space**

**(1) MAIN OFFICE – Right Wall**



**(1) MAIN OFFICE – Left Wall**



(2) AQUIFER



(3) KITCHEN





(4) NEST



(5) QUIET ROOM



(6) COHO



**Attachment B**  
ARTIST REGISTRATION FORM

**Artist Full Name** *(Please indicate Name of Lead Artist on Artist Team)* and preferred Pronouns:

---

*Contact Info*

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

*Social Media*

Website: \_\_\_\_\_

Instagram/Facebook: \_\_\_\_\_

Other (please indicate): \_\_\_\_\_

*Optional*

Please share how you identify:

- ( ) Black
- ( ) Indigenous
- ( ) People of Color
- ( ) White
- ( ) Prefer not to answer

If you selected “Indigenous” or “Person of Color”, please specify:

---

***Why are we asking this?***

*Sustainable Conservation values diverse cultural and artistic expressions as essential to more equitable and vibrant public spaces. We also recognize that some artists may have experienced barriers to accessing professional development opportunities due to race, gender, disability, sexual orientation, class, age, and geography. Sustainable Conservation and Gelfand Partners Architects intend to prioritize equity in access to this opportunity. This may include but is not limited to prioritizing artists who identify Black Indigenous People of Color (BIPOC) and/or are rooted in rural communities.*