

REQUEST FOR QUALIFICATIONS
CITY OF WEST HOLLYWOOD ARTS DIVISION
ARTWORK MAINTENANCE AND
CONSERVATION SERVICES

Date Released: December 15 2023

Deadline: January 24, 2024



City of West Hollywood
California 1984

City of West Hollywood
Economic Development Department
Arts Division
weho.org/arts
[@wehoarts](https://www.instagram.com/wehoarts)

RELAX UR OK by Scott Froschauer (2020)

A. PURPOSE AND INVITATION TO SUBMIT QUALIFICATIONS

The City of West Hollywood through its Arts Division is seeking qualified individuals, teams, and firms to coordinate and provide routine artwork maintenance and conservation services for artwork in the city-owned Urban Art Collection, and as-needed maintenance and conservation services for temporary public art installations. The scope of work will include coordinating with City staff, creating an artwork maintenance schedule, noting artwork conditions throughout the year, and performing all routine annual maintenance for city-owned urban artwork.

The selected applicant(s) will be contracted for a four-year agreement with a one-year renewal option. The term of the proposed contract is expected to begin on July 1, 2024 and shall conclude in June, 30 2028. The one-year renewal will be at the sole discretion of the City and will be under the same pricing terms as the original contract.

The contractor must follow AIC (American Institute for Conservation) and professional standards for art conservation and maintenance as well as all federal, state, and local health and safety guidelines for this maintenance work. Prior experience working and coordinating with a municipality or public agency is required.

The City of West Hollywood's Urban Art Collection includes artwork composed of various materials/media including audio speakers, bronze, fiberglass, LEDs, mosaic tile, neon, paint, paper, plaster, porcelain travertine, steel, and wheatpaste. The Urban Art Collection resides in publicly accessible sites such as parks, civic buildings, and traffic medians. Most artworks are in areas of heavy traffic, air pollution, dust, and direct sunlight. A list of all city-owned artworks in the Urban Art Collection can be reviewed in Attachment A. Temporary public art installations rotate on a 6-month to 2-year basis and typically include murals and outdoor sculpture.

Applicants with experience providing conservation services for a single artwork type or limited range of media (i.e. neon or mural conservation specialists) are welcome to apply. Applicants will be asked to indicate which materials/media they may specialize in treating. Applicants can add a subcontractor to their team if desired.

B. ELIGIBILITY

Qualified applicants must have at least 5 years of professional experience in art conservation. The applicant must have experience with following AIC (American Institute for Conservation) and professional standards for art conservation and maintenance as well as all federal, state, and local health and safety guidelines. Prior experience working and coordinating with a municipality or public agency is required. Applicants with demonstrable experience in the conservation of outdoor murals and neon artwork are highly encouraged to apply.

C. DEADLINE

Applications should be received no later than **5:00 PM on Wednesday, January 24, 2024.**

D. SCOPE OF WORK

The selected applicant(s) will have access to all of the City's Urban Art Collection files and will work directly with the City to:

1. Coordinate with City Staff

Coordinate all work with City staff to address routine maintenance needs for the city-owned artwork in the Urban Art Collection. Prioritize needs for maintenance and address any critical maintenance or vandalism issues that arise. Meet and communicate regularly with staff to notify of any scheduling or maintenance treatment changes. Photograph any serious artwork damage, degradation, or safety issues. Request approval in advance of hiring subcontractors.

2. Create Annual Maintenance Plan

Create a schedule and plan that states the treatment which will be provided for each artwork.

3. Urban Art Collection - City-owned Artworks

Provide routine artwork AIC and professional standard maintenance treatment for city-owned artworks. Maintain artworks to a high standard of cleanliness and appearance.

a. Subcontract with Qualified Art Professionals

If it is discovered that an artwork needs care that you cannot sufficiently provide, notify City staff for approval to hire qualified subcontractors to perform the work.

4. Perform Artwork Condition Reports

Conduct an annual inspection of city-owned urban artwork(s) and temporary public artwork on City property and provide an artwork condition report with digital photographs of the artwork.

5. Meetings

As part of its annual scope of services, the selected applicant will be expected to: Attend up to three meetings with City staff (virtual) and/or the City's Urban Art Subcommittee (in-person) per year and prepare for and attend, if needed, one Arts and Cultural Affairs Commission (in-person) and one City Council meeting (in-person).

6. Resource for Community

Provide an initial consultation for private property owners who wish to conserve their artwork in the Urban Art Collection. If additional services are rendered after the initial consultation, all costs will be borne by the private property owner.

E. SUBMISSION REQUIREMENTS

Applications should be submitted no later than 5:00 PM on Wednesday, January 24, 2024. Incomplete and/or late applications will not be considered. Please read all the information listed carefully.

Interested parties should submit their complete application packages through the following online application: <https://bit.ly/2023ConservationRFQ>

All applications shall include the following information:

1. Applicant Identification

- a. Provide the name of the individual or firm, the principal place of business, and the name and telephone number of the primary contact person. Provide a brief narrative description of the individual or firm and general qualifications. (1-page maximum)
- b. Provide the names of individuals that will perform the services and their resumes. (4-page maximum, per individual)

2. Project Understanding

Briefly respond to how the individual or firm will address the above Scope of Work. (1-page maximum)

3. Work Samples / References

List at least three (3) comparable projects completed for municipalities or other public agencies within the past five years and that best represent your experience listed under the scope of services. Include specific project name and location, client name/organization and contact person together with title, telephone number and email.

If applying as newly formed team, provide three (3) comparable projects completed for municipalities or other public agencies within the past five years for each member of the team. Include specific project name and location, client name/organization and contact person together with title, telephone number and email.

4. Sub-Contractors

If it is known that subcontractors will be hired to perform any part of the work for this project, include their names, contact information, and a resume and/or list of past projects for each subcontractor listed. (4-page maximum, per subcontractor listed)

5. Rate Sheet

Submit an all-inclusive hourly rate for maintenance and/or conservation services. If fees differ for individuals in the team then list each individually. The all-inclusive rate should include all expenses needed to complete the Scope of Work such as: staff fee, services, materials, supplies, wages, and insurance.

F. SELECTION PROCESS

Responses to the Request for Qualifications will be evaluated and ranked according to the following criteria:

- 40% Experience in working with municipalities and/or public agencies to maintain public artwork with a variety of materials and within a variety of locations
 - Knowledge of current trends and methods in public art conservation
 - Project Understanding
- 40% Rate Sheet
- 20% Ability to communicate effectively and efficiently
 - Overall merit of application
 - References

It is the City's intention that within six weeks following the deadline of the request for qualifications, notification will be given to each respondent as to the status of their submission. Following review of the applications, the City may elect to interview some or all of the respondents, or may otherwise seek clarification of the materials submitted. The interview will be for the purpose of presenting the individual/team, discussion of the scope of work, and review of factors considered in the preparation of the application. The applicant may also provide clarification of submitted materials.

G. ATTACHMENT

Attachment A - List of Artworks in the city-owned Urban Art Collection + current Temporary Public Artworks

The artworks, their primary materials, their installation dates and locations are listed in ATTACHMENT A. Images of the artworks and a map of the Urban Art Collection can be found on the City's website at: https://bit.ly/urban_artweho

H. BACKGROUND

The City of West Hollywood, known as the "Creative City," was incorporated in 1984. It is 1.9 square miles in area and is bounded by Beverly Hills to the west, Hollywood to the east, and Los Angeles to the north and south. West Hollywood is home to approximately 37,000 residents and over 3,500 businesses. It is densely populated and is a high traffic area.

The City established an Arts and Cultural Affairs Commission in 1987 to oversee public art, performances, and other cultural activities. In that same year the City initiated its Urban Art Program. The Urban Art Ordinance requires developers of certain projects to contribute one-percent of the project costs to public art. Developers can choose to place an on-site artwork or contribute the art budget to the City's Art Fund.

In 2007 the Arts and Cultural Affairs Commission created the Urban Art Conservation Program to preserve the City's permanent public art collection. The Urban Art Conservation Program also serves as an information resource for property owners who need advice about art conservation. In 2018 the City commissioned Rosa Lowinger Associates, Inc. to conduct a conservation assessment of the Urban Art Collection (both city owned and privately owned works).

The Urban Art Collection includes both City-owned artwork and artwork on private property which have been funded through a one percent for art policy. There are currently 79 permanent urban artworks in the Collection. Of those 79 works, 20 are owned by the City of West Hollywood and are currently on public display.

The City of West Hollywood is committed to providing accessible arts programming for residents and visitors. The City delivers a broad array of arts programs through the its Arts Division including: Art on the Outside (temporary public art), Arts Grants for Artists and Nonprofit Organizations, City Poet Laureate Program, Drag Laureate Program, Free Theatre in the Parks, Human Rights Speakers Series, Library Exhibits and Programming, Summer Sounds / Winter Sounds, Urban Art Program (permanent public art), WeHo Reads, and the WeHo Pride Arts Festival. www.weho.org/arts

I. QUESTIONS

For all questions related to this Request for Qualifications please contact Marcus Mitchell, Public Art Administrator, 323-848-3122, mmitchell@weho.org.

J. ACCEPTANCE OR REJECTION OF APPLICATIONS

The City reserves the right to reject any and all applications when such rejection is in the best interest of the City or the application contains irregularities. Minor irregularities of the application may be waived by the City. The City also reserves the right to cancel this RFQ at any time and/or to solicit and re-advertise for other applications. The cost of preparing any responses to the RFQ shall be borne by the respondents and shall not be reimbursed by the City.

At the sole judgment of the City, any application is subject to disqualification on the basis of a conflict of interest. Identify any person associated with the applicant that has a potential conflict of interest. The City may not contract with an applicant if the applicant, or an employee, officer, or director of the applicant's business, or any immediate family member of the preceding, has served as an elected official, employee, board member or commissioner who influences decision making.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks

The following is a list of city-owned Urban Artworks noting each artwork's current condition and previous maintenance treatments. Additional images for the city-owned art works are available on the website here: <https://www.weho.org/community/arts-and-culture/visual-arts/urban-art-program>



1. Artist Name: Scott Froschauer

Title: *RELAX UR OK*

Date: 2020

Type of Artwork: Neon sculpture

Materials: Neon, glass, aluminum, steel, acrylic

Dimensions: 8' 5" (H) x 4' (W)

Location: Santa Monica Boulevard traffic median (near Holloway Drive)

Current condition: Good

Previous maintenance treatments: (2021) Removal of graffiti tag; addition of ¼" plexiglass shield to both sides of artwork; (2022) Repair of fractured neon glass tubing.



2. Artist Name: Scott Froschauer

Title: *ONE LOVE*

Date: 2020

Type of Artwork: Neon sculpture

Materials: Neon, glass, aluminum, steel, acrylic

Dimensions: 10' (H) x 3' (W)

Location: Santa Monica Boulevard traffic median (near Holloway Drive)

Current condition: Good

Previous maintenance treatments: (2021) Addition of ¼" plexiglass shield to both sides of artwork.

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3. Artist Name: Phillip K. Smith
Title: *Parallel Perpendicular*
Date: 2022
Type of Artwork: Sculpture
Materials: Steel, glass, LED lighting, electronic components, software
Dimensions: The five mirrored volumes range from 8' (H) x 4' (L) to 9.5' (H) x 9.5' (L).

Location: 647 N San Vicente Boulevard (West Hollywood Park)

Current condition: Good

Previous maintenance treatments: (2022) Graffiti removal.



4. Artist Name: Karon Davis
Title: *Before Picasso*
Date: Spring 2024
Type of Artwork: Sculpture
Materials: Laminated fiberglass (FRP), stainless steel
Dimensions: 18' (H) x 4' (W)
Location: 8648 Melrose Avenue

Current condition: Currently in fabrication, anticipated installation in Spring 2024. Once installed artwork will require cleaning and application of wax every 6-8 months.

Previous maintenance treatments: N/A

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5. Artist Name: Bill Oberlin
Title: *Rocky and Bullwinkle*
Date: 1961, fully restored in 2014
Type of Artwork: Sculpture
Materials: Plaster, fiberglass, paint and steel
Dimensions: 16' (H)
Location: Sunset Boulevard and Holloway Drive
Current condition: Fair, will require cleaning approximately every 2-3 years.

Previous maintenance treatments: (2014) Artwork was fully restored; (2018) Artwork was conserved and prepared for outdoor installation at its current location; (2021) Treatment of cracked fiberglass in select areas.



6. Artist Name: Paul Tzanetopoulos
Title: *Floraform*
Date: 1995
Type of Artwork: Mosaic
Materials: Porcelain tiles, grout
Dimensions: Approximately 7.5'-12' x 15' per area
Location: 8383 Santa Monica Blvd. (Kings Road Parking Structure), 4 floors of the elevator lobby and the elevator floor.

Current condition: Good, will require annual routine maintenance and conservation in the next 3-5 years.

Previous maintenance treatments: (2015 & 2019) All of the mosaics were cleaned, damaged tiles were replaced, detached tiles were re-adhered, and grout was re-grouted and sealed.

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7. Artist Name: Barbara McCarren

Title: *En Passant*

Date: 2000

Type of Artwork: Sculpture and Urban Design

Materials: Stainless steel, bronze, paint, granite, bamboo plants

Dimensions: Trellises - 102 $\frac{3}{4}$ " (H) x 23" (approx. diam.); fountain element: 3' cubed

Location: 7900 Santa Monica Boulevard

Current condition: Fair, will require annual routine maintenance and conservation within the next 3-5 years.

Previous maintenance treatments: City maintenance staff currently trims the bamboo within the trellises.



8. Artist Name: Richard Turner

Title: *The Riddle of the Sphinx*

Date: 2001

Type of Artwork: Sculpture

Materials: Fiberglass, concrete, paint; lacquered bronze plaque

Dimensions: Sculpture – 3' H x 4' L x 14" W; Base – 50 $\frac{1}{2}$ ' x 54' x 25'

Location: 7377 Santa Monica Boulevard (Plummer Park Community Center)

Current condition: Good, will require annual routine maintenance and conservation within the next 3 years.

Previous maintenance treatments: (2019-2023) Annual cleaning performed.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks

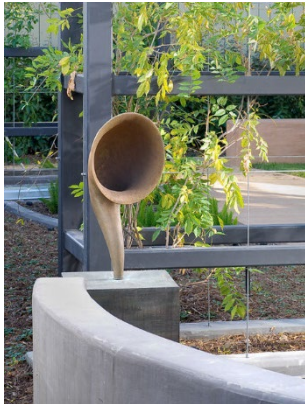


9. Artist Name: Bruce Odland
Title: *Tonic or Age of Noise*
Date: 2002
Type of Artwork: Sculpture
Materials: Cement blocks, metal cars, speakers, microphone
Dimensions: Two Cubes: 19.5" cubed; Pipe: approximately 6' L

Location: 8840 Santa Monica Boulevard

Current condition: Good, will require annual routine maintenance with possible conservation in the next 3-5 years.

Previous maintenance treatments: (2013) Artwork was conserved including the following – sculpture was cleaned, sound component was repaired, new conduit was installed for the microphone cable, and corrosion on the anchoring feet was passivated. (2017) Speakers were replaced with new ones, the original speaker fascia was replaced by a new sheet acrylic fascia, new conduit was installed, and the artwork was cleaned.



10. Artist Name: Steve Roden
Title: *with an ear to the earth*
Date: 2008
Type of Artwork: Sculpture
Materials: Patinated bronze, sheet metal (galvanized steel or aluminum), speaker
Dimensions: 4' (H) X 14" (L) x 14" (W)
Location: 1351 N. Havenhurst Drive (Havenhurst Park)
Current condition: Fair, will require routine maintenance and/or conservation within the next 2 years.

Previous maintenance treatments: (2023) Routine cleaning and application of carnauba wax.

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11. Artist Name: Karl Saliter
Title: *Tree Form*
Date: 2009
Type of Artwork: Sculpture
Materials: Bronze, stone, galvanized steel
Dimensions: Approx. 14' (H) x 7-8' in diameter
Location: 1140 N. Formosa Street (Formosa Park)
Current condition: Fair, will require annual routine maintenance and conservation within the next 2 years.

Previous maintenance treatments: none.



12. Artist Name: Brickstone Studios
Title: *Dodge House Art Wall*
Date: 2009
Type of Artwork: Bas-relief sculpture
Materials: Molded plaster, paint, cement
Dimensions: 53" (H) x 22' (L) x 15" (W)

Location: 1000 N. Kings Road (Kings Road Park)

Current condition: Good, will require annual routine maintenance.

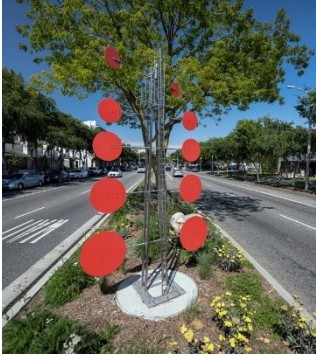
Previous maintenance treatments: (2015) Artwork was cleaned, some hairline cracks were noted. (2017) Artwork was cleaned with no major structural concerns noted, the hairline cracks did not appear to worsen from the previous treatment.



13. Artist Name: Leonard Cave
Title: *Untitled*
Date: 2009
Type of Artwork: Sculpture
Materials: Travertine stone
Dimensions: 71" (H) x 21" (W at base)
Location: 1000 N. Kings Road (Kings Road Park)
Current condition: Good, will require annual routine maintenance.

Previous maintenance treatments: (2015 & 2017) Annual cleaning and routine maintenance.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks



14. Artist Name: Peter Shire

Title: *Murano*

Date: 2006-08, gifted to the City in 2009

Type of Artwork: Sculpture

Materials: Stainless steel and painted stainless steel

Dimensions: 80" L x 15" W x 138" H

Location: Santa Monica Boulevard Traffic Median
(near Palm Avenue)

Current condition: Fair, one of the lowest arms of the sculpture is bent and will require repair.

Previous maintenance treatments: (2015) Artwork was cleaned. (2017) City relocated the artworks to their current location and the artist repainted the work with tnemec paint. (2023) Sculpture cleaned and waxed by conservator.



15. Artist Name: Peter Shire

Title: *Rockin' Angel*

Date: 2005, gifted to the City in 2009

Type of Artwork: Sculpture

Materials: Painted stainless steel, porcelain enamel

Dimensions: Approximately 14' (H) x 37" (W) x 18" (D)

Location: Santa Monica Boulevard Traffic Median
(near Palm Avenue)

Current condition: Good, will require annual routine maintenance and/or conservation within the next 3-5 years.

Previous maintenance treatments: (2015) Artwork was cleaned. (2017) City relocated the artworks to their current location and the artist repainted the work with tnemec paint.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks



16. Artist Name: Shepard Fairey

Title: *Peace, Freedom, and Creativity*

Date: 2011

Type of Artwork: Mural

Materials: Wallpaper, stencil, newspaper, paint, adhesive

Dimensions: Approximately 16' (H) x 38' (L)

Location: 625 N. San Vicente Boulevard

(City Council Chambers Lobby at the West Hollywood Public Library).

Current condition: Fair, will require annual routine maintenance and conservation work in the next year.

Previous maintenance treatments: (2013) Artwork was cleaned and stabilized. The mural was subjected to moderate damage along its bottom edge from a flood in the lobby in 2016; (2021) Full conservation treatment to address damages including stabilization of plaster, reattachment of lifted paper, infill of losses to paper with Japanese tissue, inpainting, and visual reintegration of missing design; (2023) Annual dusting.



17. Artist Name: David Wiseman

Title: *Platanus Bibliotechalis*

Date: 2011

Type of Artwork: Sculpture

Materials: Porcelain, plaster, bronze, copper, brass, steel, paint

Dimensions: Approximately 60' (H) x 30' (L)

Location: 625 N. San Vicente Boulevard (located in the stairwell of the West Hollywood Public Library)

Current condition: Good, will require annual routine maintenance and conservation work in the next year.

Previous maintenance treatments: (2019) Cleaning of entire sculpture by conservator to remove yellowed adhesive.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks



18. Artist Name: Rebecca Lowry

Title: *Regard.*

Date: 2010

Type of Artwork: Sculpture

Materials: UV screen ink, retroreflective film on aluminum panels, galvanized steel posts

Dimensions: 18" (H) x 12" (L) per sign (does not include post), 11 signs total

Location: City-wide

Current condition: Good, this artwork was originally installed as a temporary art project. In 2017 the Arts and Cultural Affairs Commission approved the acquisition of the project into the City's urban art collection. In 2020 the artwork was acquired by the City. In 2022 the artwork was refabricated and reinstalled.

Previous maintenance treatments: (2023) Removal of unauthorized stickers from artwork surface and cleaning to remove residue.



19. Artist Name: Unknown

Title: *Virginia Court Motel Diver*

Date: 2008

Type of Artwork: Sculpture

Materials: Neon tubing, stainless steel sheet and posts

Dimensions: Approximately 12' (H)

Location: 647 N San Vicente Boulevard (West Hollywood Aquatics and Recreation Center)

Current condition: Fair.

Previous maintenance treatments: (2016) the baseplate was treated for iron corrosion and repainted, and new transformers were installed inside of the artwork. The artwork has been treated several times since. (2017) One of the neon tubes was replaced after it had broken; (2023) Replacement of broken neon tube section and transformer.

ATTACHMENT A – List of city-owned Urban Artworks + Temporary Public Artworks



20. Artist Name: Tsipi Mani
Title: *Doggie Dog (Homage to Giacometti)*
Date: 2013
Type of Artwork: Sculpture
Materials: Patinated bronze, aluminum base
Dimensions: 5' (H) x 9' (L) x 2.5' (W)

Location: 625 N. San Vicente Boulevard

Current condition: Good, will require annual routine maintenance and may require conservation in the next 3-5 years.

Previous maintenance treatments: The artwork was cleaned in 2017 and in 2023.



21. Artist Name: Ned Kahn
Title: *Net of Indra*
Date: 2015
Type of Artwork: Sculpture
Materials: Crystal spheres, stainless steel cables/wire
Dimensions: Approximately 35' (H) x 20' (W)
Location: 1085 N. Sweetzer Avenue (West Hollywood Automated Parking Garage elevator bay)

Current condition: Excellent, will require routine maintenance within the next 3-5 years.

Previous maintenance treatments: None.

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Temporary Public Art Works

The temporary art installations in the City's parks and medians will need to be cleaned on an as needed basis. Artworks are typically installed for periods of 6 months-3 years. In general, there are 9-12 new temporary art installations each year. More information about the current exhibitions can be found here:

<https://www.weho.org/community/arts-and-culture/visual-arts/art-on-the-outside>.



1. Artist Names (L-R): Kenny Scharf, Retna

Title: *West Hollywood Library Murals*

Date: 2011

Type of Artwork: Murals

Materials: aerosol paint; A UV/anti-graffiti coating was applied to these works upon installation (expected lifespan of 8-10 years).

Dimensions: varies, approximately 50 x 50 feet.

Location: 625 N San Vicente Blvd (exterior of the West Hollywood Library Parking Garage) Current condition: Fair. Artworks have never been cleaned. Will require cleaning in the next 2 years. The installation originally included an additional mural by Shepard Fairey but this artwork has been covered by the new West Hollywood Aquatics and Recreation Center.

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2. Artist Name: Jay Lynn Gomez
Title: *The Caretakers (Los Cuidadores)*
Date: 2012
Type of Artwork: Mural
Materials: acrylic paint on concrete
Dimensions: 9 ½' (at its tallest point) H x 58' L (dimensions for the height are variable as the wall slopes)
Location: 647 N San Vicente Boulevard (West Hollywood Park)
Current condition: Fair, will require annual routine maintenance and the application of a Muralshield Preservation Solution on the entire artwork.
Previous maintenance treatments: (2017) The artist touched up superficial damage to the mural. (2023) Mural was cleaned by conservator.