

REQUEST FOR PROPOSAL

VIRGINIA WOMEN'S MONUMENT COMMISSION
P. O. Box 396
RICHMOND, VA 23218

July 10, 2012

Virginia Women's Monument Commission

The Virginia Women's Monument Commission seeks proposals for a site-specific sculpted design for installation on the grounds of Capitol Square, Richmond, Virginia.

BACKGROUND

The Women's Monument Commission was established as a standing commission by the Virginia General Assembly through Senate Joint Resolution 11. The Commission seeks to pay tribute to the contributions that women have made over the centuries to our state's and our nation's history by erecting a Monument in their honor in a prominent place on the grounds of Capitol Square.

PURPOSE

This Monument will stand as a reminder of the vital roles – both symbolic and specific – that women have played in Virginia history, and will serve to educate and inspire future generations of Virginians. It is the Commission's hope that the Monument will also spark inquiry and encourage educational endeavors highlighting the accomplishments of Virginia's women spanning four centuries and beyond.

DETAILS

- Total budget for the work is currently estimated to be in the range of \$2,000,000, which includes all expenses and fees of the artist(s), as well as any engineering or architectural fees, site preparation, on-site delivery and installation, and any other expenses that may be incurred.
- Photographs and site plans are available on the Women's Monument Commission's website, <http://womensmonumentcom.virginia.gov>, as is additional contact information.
- Capitol Square is open to the public and applicants may visit the square to view the site at any time during normal hours of operation.
- The Request for Proposal and Application are available on the Women's Monument Commission's website, <http://womensmonumentcom.virginia.gov>.
- Completed proposals must be submitted online, via mail or other delivery and received no later than 5:00 p.m. EDT on October 1, 2012. Proposals submitted online should be one (1) PDF file and uploaded using the Women's Monument Commission's website (<http://womensmonumentcom.virginia.gov>).
- Proposals submitted via mail or other delivery must include the original and five (5) copies of the full proposal, along with a CD or DVD, and sent to the Office of the Secretary of Administration, Attn. Women's Monument Commission, Patrick Henry Building, 1111 E. Broad Street, Richmond, VA 23219. All proposals must include the required items specified below.
- Proposals should include detailed illustration(s), site consideration, dimensions, material(s), color, and finished composition for each entry.
- A selection committee will review all proposals submitted by the deadline per the evaluation criteria. Up to five proposals may be selected for further development and a stipend of \$3,500 will be offered to create a model. This amount shall be considered full and complete compensation for the design, construction, and delivery of the model.
- Once a final selection is made, the artist(s) will be asked to sign a contract with the Commonwealth of Virginia.
- All rights to the selected proposal will become the property of the Commonwealth of Virginia.

MONUMENT SPECIFICATIONS

- This Monument will be located in historic Capitol Square in Richmond, Virginia. The selected site is to the west of the Capitol Building where two pedestrian walkways join creating a "V" shaped area. Please refer to Attachment A for additional details on the site including dimensions and pictures.
- The design should be architecturally and aesthetically compatible with the classic tradition in Capitol Square. It should in no way compete with the nearby equestrian statue of George Washington. It should fit the setting and be integrated into the existing landscape. Please refer to the Capitol Square Landscape Master Plan for additional details on this beautiful historic and active seat of government that also serves a dual role as an urban oasis for the City of Richmond. The Landscape Master Plan can be found at www.dqs.virginia.gov.
- The design shall take into account the foundation and installation requirements including structural constraints. The foundation should be suitable to withstand and endure all types of weather and stress from outside forces and be able to safely support the Monument.
- The final Monument should be designed and made of materials that are durable and will age well. The design should minimize future maintenance requirements and costs and allow for easy cleaning and resealing. The selected design will require the submittal of a detailed maintenance plan. The final Monument should be accessible, but not encourage people to climb on it or use it as a playground unless it is designed and constructed for that purpose. The final installation should allow the Monument to be physically accessible to people of all abilities.

EVALUATION CRITERIA

- Qualifications of the Artist and Proposed Team
- Similar Work Experience of the Artist and Proposed Team
- Elucidation of Women's Contribution to our History
- Adherence to Monument Specifications
- Proposed Timeframe for Completion of Work

PROPOSED SCHEDULE

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|------------------------------------|------------------------------------|
| • Deadline for Proposal Submission | October 1, 2012 |
| • Finalist or Finalists Notified | November 16, 2012 |
| • Final Proposals/Scale Models Due | February 28, 2013 |
| • Final Selection Announced | March 2013 (Women's History Month) |

THE PROPOSAL MUST INCLUDE ALL REQUIRED ITEMS AS SPECIFIED BELOW

- Completed Application form.
- Artist(s) conceptual statement communicating development of the proposal and concepts of the statue.
- Design and creative plans for the Women's Monument Commission's statue (sketches or other representations of proposed Monument).
- Dimensions of the proposed statue.
- A projected timeframe in stages from signing of contract to completion of installation.
- Artist(s) identification page including resume or Curriculum Vitae.
- List of possible collaborative partners (identification of the foundry and plans related to casting the sculpture).
- Materials specifications and justification, including ability to withstand the elements and projected ongoing maintenance.
- At least three (3) references from clients, galleries or museums, foundries or other fabricators, collaborators or subcontractors on other projects, critics or review with the following information: client name, contact name, contact information, name and location of sculpture completed for this client.

- Examples of commissioned or public work (include documentation and photos of prior work and any examples of public art created and installed).
- Photos or CDs with images of previous work, accepted as part of the proposal, will not be returned.
- Estimated final cost through installation (include rough line-by-line budget).
- Any other supplemental information.

**ALL OF THE ABOVE ITEMS MUST BE RECEIVED NO LATER THAN
5:00 P.M. EDT ON OCTOBER 1, 2012
MATERIALS SUBMITTED WILL NOT BE RETURNED**

FOR FURTHER INFORMATION

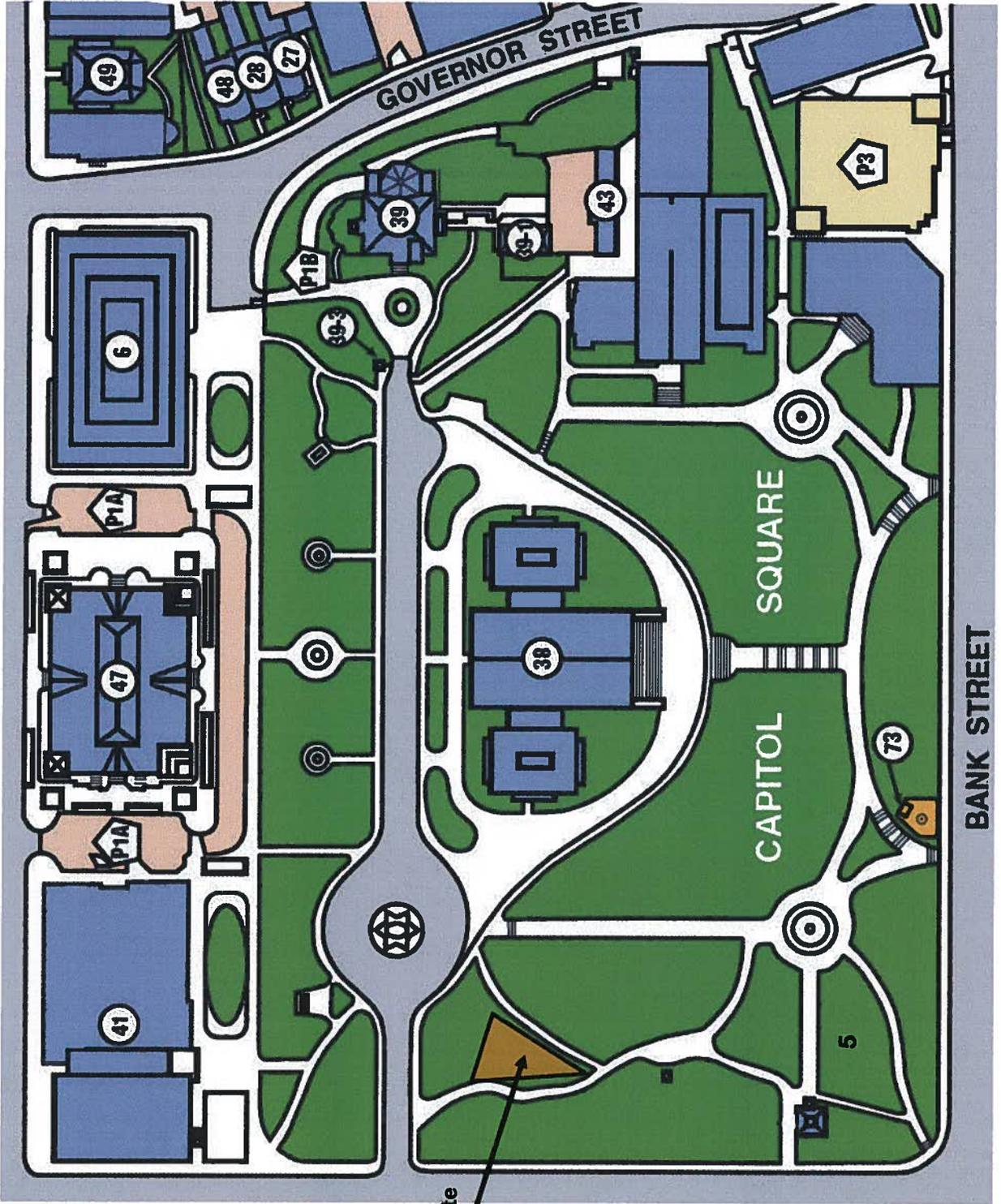
Please visit the Women's Monument Commission's website, <http://womensmonumentcom.virginia.gov>.

This information is also available by requesting it in writing from the Office of the Secretary of Administration, Attn: Laura Jennings, Patrick Henry Building, 1111 E. Broad Street, Richmond, VA 23219, or laura.jennings@governor.virginia.gov.

ATTACHMENT A

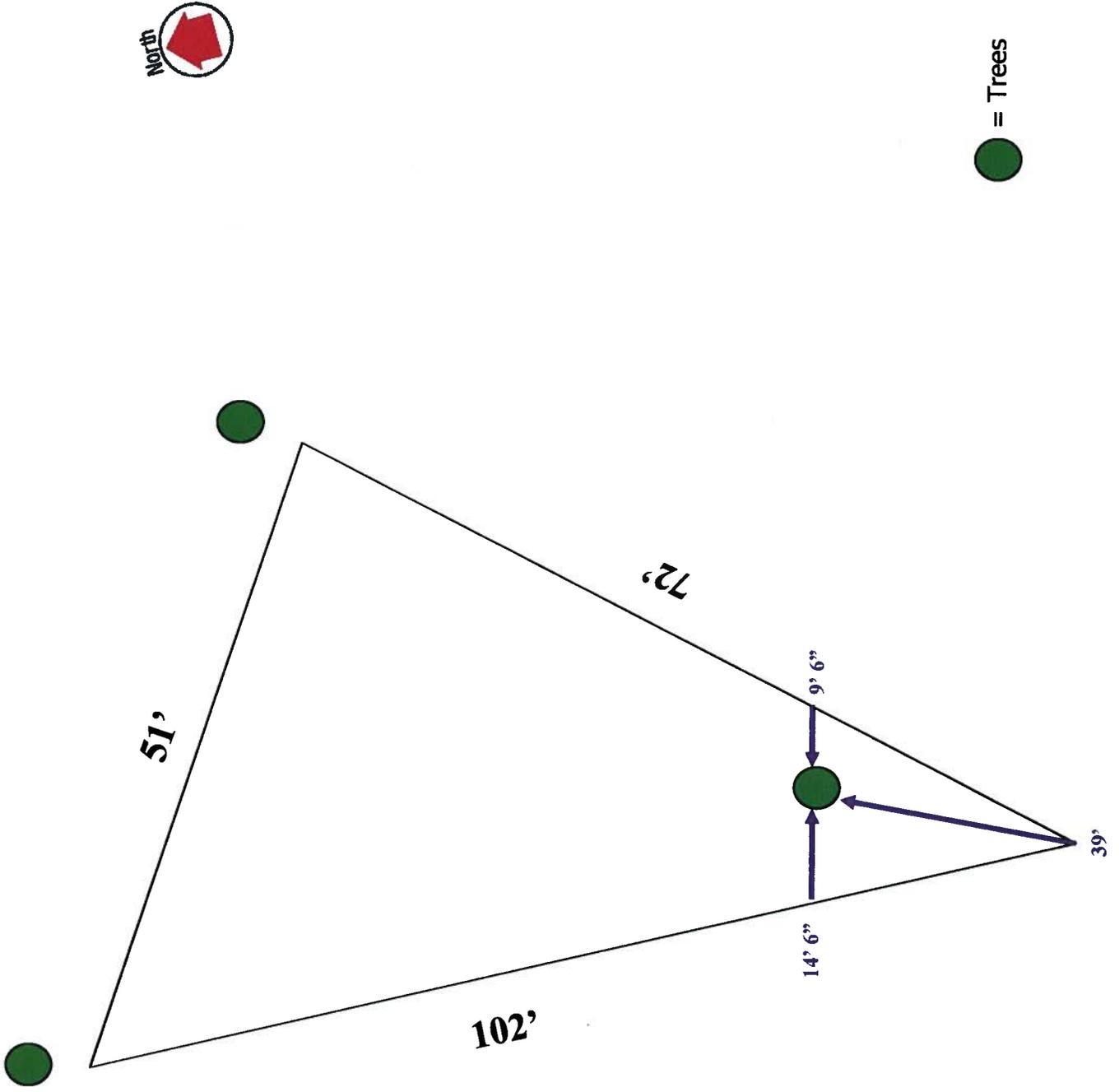
SITE PLANS

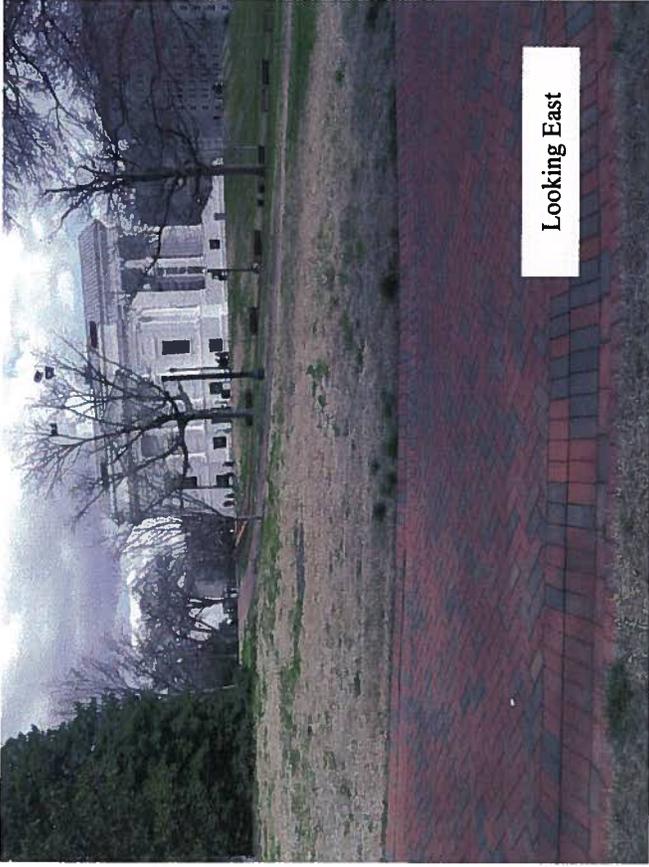
Monument in Capitol Square to Commemorate the Contributions of the Women of Virginia



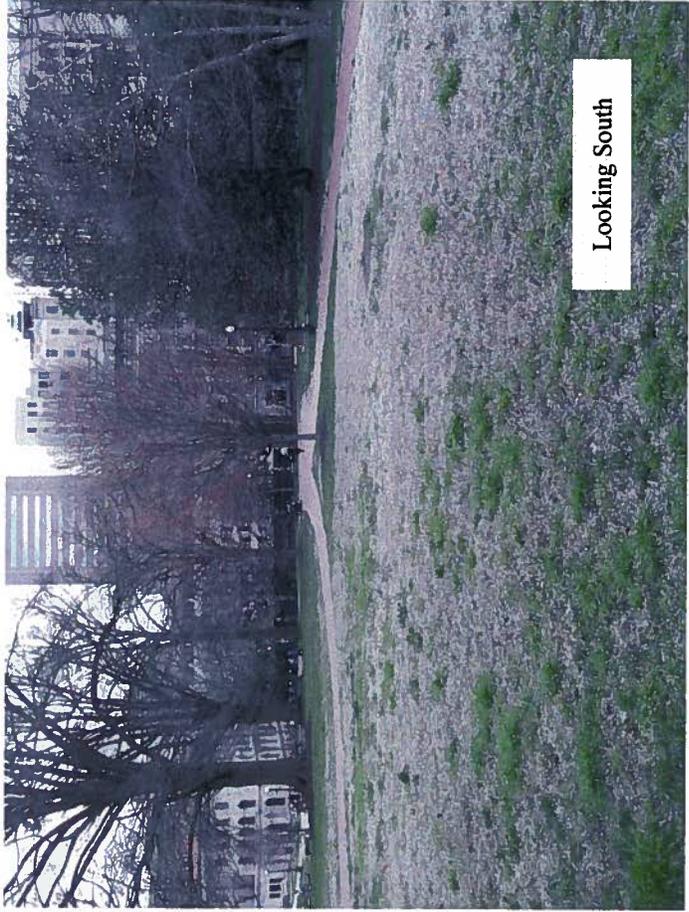
Proposed Site

Dimensions of the Proposed Monument Site

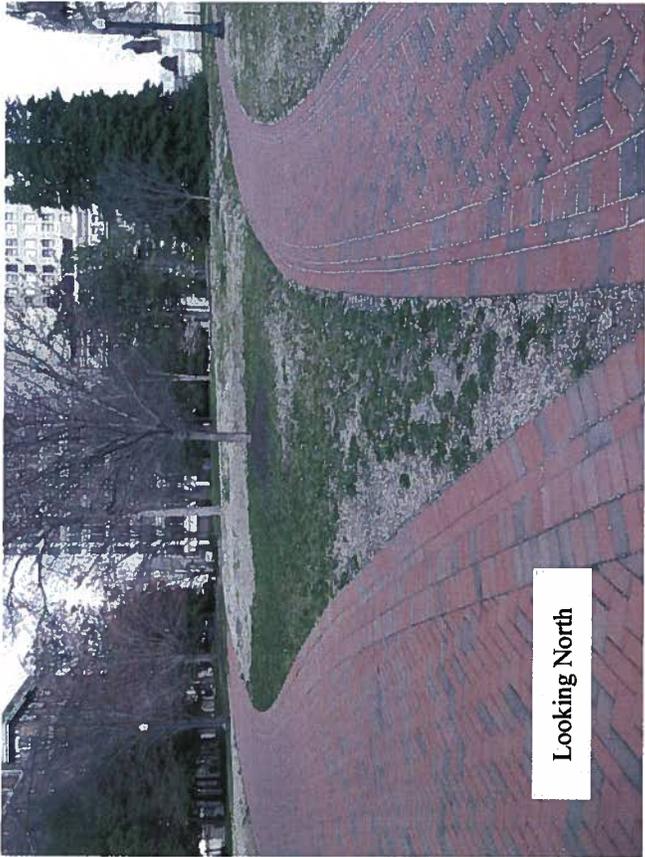




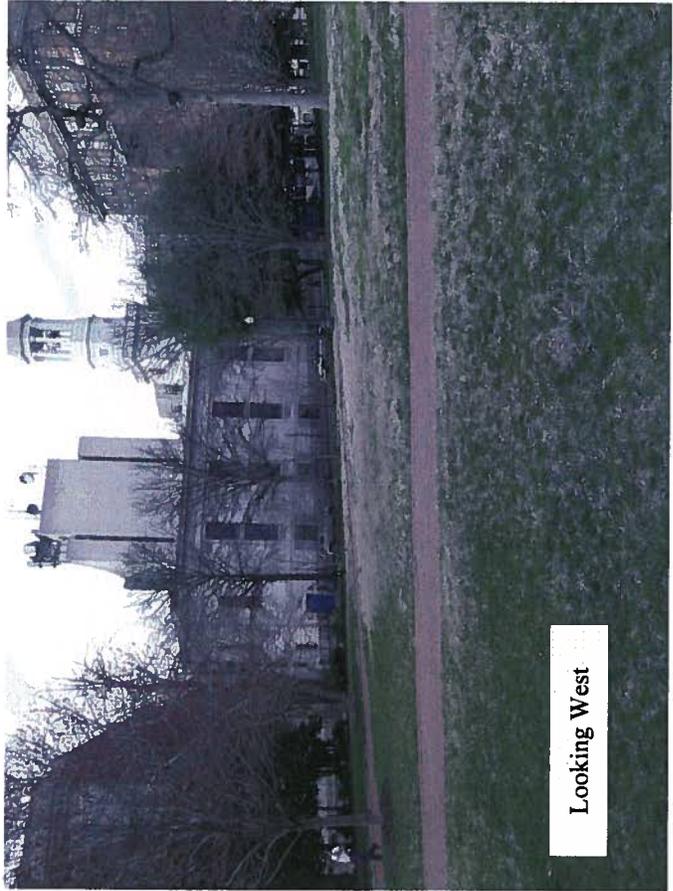
Looking East



Looking South



Looking North



Looking West

Print Form

Save Form

APPLICATION	WOMEN'S MONUMENT COMMISSION P. O. Box 396 Richmond, VA 23218 Telephone: (804) 786-1201 Website: http://womensmonumentcom.virginia.gov
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PLEASE USE THIS FORM AS A COVER SHEET AND CHECKLIST FOR SUBMISSION

Applicant(s) Name			
Address	City	State	Zip Code
Email address			
Home or Business phone # (include area code)		Cell phone # (include area code)	
Additional contact information/instruction, if any			

PROPOSALS MUST INCLUDE AND CLEARLY ADDRESS ALL ITEMS LISTED BELOW
(Any other salient information or suggestion(s) that the artist/team wishes to put forward is welcome.)

Artist(s) conceptual statement communicating development of the proposal and concepts of the statue

Design and creative plans for the Women's Monument Commission's statue (sketches or other representations of proposed Monument)

Dimensions of the proposed statue

A projected timeframe in stages from signing of contract to completion of installation

Artist(s) identification page including resume or Curriculum Vitae

List of possible collaborative partners (identification of the foundry and plans related to casting the sculpture)

Materials specifications and justification, including ability to withstand the elements and projected ongoing maintenance

References (at least three (3) from clients, galleries or museums, foundries or other fabricators, collaborators or subcontractors on other projects, critics or review with the following information: client name, contact name, contact information, name and location of sculpture completed for this client)

Name	Contact information	Name/Location of sculpture

Examples of commissioned or public work (include documentation and photos of prior work and any examples of public art created and installed)

Estimated final cost through installation (include rough line-by-line budget)

Any other supplemental information

**ALL OF THE ABOVE ITEMS MUST BE ADDRESSED AND INCLUDED
IN THE SUBMISSION FOR A PROPOSAL TO BE CONSIDERED COMPLETE**

Proposals must be submitted online, via mail or other delivery.

Proposals submitted online should be one (1) PDF file and uploaded using the Women's Monument Commission's website (<http://womensmonumentcom.virginia.gov>).

Proposals submitted via mail or other delivery must include the original and five (5) copies of the full proposal, along with a CD or DVD, and shall be sent to:

Office of the Secretary of Administration
Attn. Women's Monument Commission
Patrick Henry Building
1111 E. Broad Street
Richmond, VA 23219

**PROPOSALS ARE DUE NO LATER THAN 5:00 P.M. EDT ON OCTOBER 1, 2012
PROPOSALS RECEIVED AFTER THIS DEADLINE WILL NOT BE CONSIDERED**

Submitted by _____

Date _____

Print Form

Save Form

For office use only

Date received _____ via _____ Number of items received _____