
REQUEST FOR QUOTATION (RFQ)

SUBJECT: Appointment of Public Art Consultant – Canning Bridge Public Artwork

The City of Melville intends to commission a public artwork for the Canning Bridge Precinct, Applecross and is seeking expressions of interest from suitably qualified and experienced Public Art Consultants to provide the services detailed below.

A written quotation is sought by 5pm on Monday 8 April 2019.

The timeframe for the project is April 2019 – June 2020 TBC.

1. Project Description

In 2019, the City of Melville intends to commission an iconic public artwork for the Canning Bridge Precinct in Applecross. The site identified for this new artwork will celebrate the City of Melville's most recognisable gateway and historically significant infrastructure icon.

This is a highly visible, high-traffic location requiring input from multiple stakeholders and consideration of special design requirements.

The selected Art Consultant will conduct a feasibility study and compile a report recommending specific location/s. They will then develop the artist's brief for the project, taking into account the site's opportunities and limitations, to allow for innovative and exciting concept proposals from artists that will result in an iconic artwork that will provide an enduring and memorable experience for all who access or pass through the area.

2. Background

The Canning Bridge Precinct is divided by Canning Highway, a key vehicular artery for access into and through the City. The iconic Canning Bridge facilitates the main connection of the City to the rest of the inner metro areas, and signals the confluence of the Swan and Canning Rivers. Beyond its functional capacity; Canning Bridge has a presence and history that is significant for the City of Melville.

Looking to the future, a new Activity Centre Plan for the Canning Bridge Precinct (produced with the City of South Perth) will see the area evolve to become a 'unique, vibrant, creative community centred on the integrated transport node of the Canning Bridge rail station. The area will be recognised by its unique location, its integrated mix of office, retail, residential, recreational and cultural uses that create areas of excitement... while enhancing the natural attractions of the Swan and Canning Rivers.'

Informed by the guiding principles set out in the City of Melville's Public Art Strategy and Masterplan the provision of public artwork for the Canning Bridge Precinct, artworks within this area should:

- Be tailored to the needs of the immediate site aiming to showcase the transformation and contemporary nature of the Canning Bridge precinct;
- Aid in fostering a sense of permeability regardless of mode of access to the area (pedestrian, vehicular, public transport), reflecting the significance of the Canning Bridge Precinct as a connector to the wider Perth Metropolitan Area;
- Consider individual artwork opportunities as part of a greater network, aiding wayfinding of the precinct and the collective feel for the area;

- Refocus on the pedestrian experience, providing innovative opportunities for moments of intrigue, points for meeting and rest;
- Consider artworks that juxtapose with or are considerate of human scale;
- Consider the vehicular experience in signalling the arrival into the area and the wider City of Melville; and
- Create vibrant, changing experiences through a mix of permanent and temporary works.

2.1. City of Melville Public Art Strategy and Masterplan

The City of Melville recognises the contribution of public art to community life, and to the service and vitality of public spaces. Public art has the capacity to showcase the unique network of places and neighbourhoods within the City of Melville, highlighting the heritage and diversity of community narratives, and encouraging residents and visitors to continue to discover and connect with the City.

The City of Melville has adopted a City-wide Public Art Strategy and Masterplan, which was developed by FORM in 2017. This document provides a vision, set of objectives and action plan for public art in the City; and more specifically provides guidance for the Canning Bridge Precinct public art commission in relation to themes and site-specific considerations for this project.

See [Link Here](#) to the Public Art Strategy and Masterplan. Specifically see **Canning Bridge Precinct and Opportunity 5** (pg. 46 – 47).

2.2. Artwork Scope & Objectives

An iconic public artwork incorporating lighting is envisaged for this commission. The scope and objectives for this artwork commission have been identified in the Public Art Strategy and Masterplan. See **Opportunity 5** (pg. 47).

The artwork should provide an enduring and memorable experience for all who access or pass through the area. The artwork should celebrate the significance of the Canning Bridge as a key piece of historical infrastructure for the City.

Objectives for the project include an artwork that will:

- Provide a landmark, and an entrance/ 'gateway' feature for the Canning Bridge Precinct;
- Incorporate innovative lighting, and aim to enrich the identity and nature of the precinct through bold gestures;
- Draw people to the Canning Bridge area, providing moments of direct interaction;
- Consider the significance of the area being the confluence of the Swan (Derbarl Yerrigan) and Canning (Djarlgarro Beeliar) rivers;
- Aid in the amenity of key pedestrian and cyclist pathways in the Precinct.

3. Scope of Services for Quotation:

The selected Art Consultant will be responsible for:

Stage 1 - Project Planning and Research

- Undertake research for artist brief development;
- Liaise with key stakeholders in regards to site requirements and specifications for artist brief;
- Deliver report outlining feasibility of artwork sites and artwork types within the precinct.

Stage 2 - Artist Procurement (in accordance with the City of Melville procurement requirements)

- Finalise artist brief (using the City of Melville's RFQ/RFT (Request for Tender) templates); and
- Draft and distribute call for artist submissions (within WA, nationally and internationally);
- Facilitate open call out, artist shortlisting and selection process; and
- Liaise with Arts Officer in regards to drafting artist contract, City of Melville approvals process and final signing of artist contract.
- Finalise procurement process to meet City of Melville procurement requirements (using the City of Melville's contract templates).

Stakeholder Consultation (with various stakeholders at different stages of the project):

- Relevant City of Melville staff (Engineering, Landscaping, Streetscapes, Urban Planning etc.);
- Key organisations (i.e. Main Roads, Western Power, Water Corporation, Swan River Trust etc); and
- Community (immediate residents and businesses who may be impacted).

Stage 3 - Project Implementation

- Liaise with artist in regards to artwork design development and approval;
- Liaise with artist in regards to artwork fabrication, progress updates/inspections and preparation for artwork installation;
- Liaise with stakeholders in regards to artwork development and design approval, progress of project and artwork installation; and
- Liaise with artist to oversee installation of artwork on site.

Stage 4 - Project Completion

- Liaise with artist and City of Melville to confirm project completion and handover; and
- Liaise with artist to ensure project documentation is completed and submitted to City of Melville (maintenance manual, engineers/as installed drawings, photographic documentation and any other project support documentation).
- Undertake other project management tasks as reasonably required to complete the project.

3.1. Timeframe

Quotations are requested to be submitted by **5pm on Monday 8 April 2019**.

Applicants will be advised of the outcome by **Monday 15 April 2019**.

The timeframe this project is **April 2019 – June 2020**. A detailed timeline and key project stages can be discussed further between the City of Melville and selected Art Consultant on confirmation of the contract.

3.2. Fees & Payment Details

The budget for the Art Consultant Fee is \$25,500. This has been calculated based on 7.5% of the total Art Project Budget (\$340,000).

The successful Art Consultant will be required to invoice the City of Melville for the agreed amount at the completion of each key project stage.

DATE	STAGE	% of FEE	PAYMENT
TBA	STAGE 1 – Project Planning and Research	25	TBA
TBA	STAGE 2 – Artist Procurement	25	TBA
TBA	STAGE 2 – Project Implementation	25	TBA
TBA	STAGE 4 – Completion	25	TBA
	TOTAL	100%	

Additional hours will be by prior written agreement between both parties and charged at an agreed hourly rate.

4. Selection Process

Each quotation will be evaluated using the information provided in the RFQ. Broadly, the methodology to be used will be that:

- (a) each Quotation is checked for completeness and compliance;
- (b) each Quotation is assessed against the selection criteria (see below); and

After assessing the Quotation, the City may enter into negotiations for a contract, with the applicant considered by the City to be the most advantageous.

4.1. Selection Criteria

A. Relevant Experience

- Please provide a statement responding to the City’s request for services demonstrating experience in consultancy work and details of similar projects undertaken, including a description of the nature of each project, your role, when it was undertaken and the outcome.
- Experience in commissioning large-scale and complex public art for road reserves or high traffic locations will be highly favourable to this project.
- Experience working with national and international public artists will also be considered as highly favourable to this project.

B. Personnel & References

- Identify the team leader and if applicable all team members, specifying each team member’s role in the project;
- Provide a current CV for each team member;
- Provide two (2) references for the team leader. Please include a contact name, organisation name, telephone number, the relevant project name and role/services performed. Organisations that are similar to the scope of services requested in the RFQ would be advantageous.

C. Methodology

Applicants are invited to propose a methodology/work plan that is suitable to the objectives of this RFQ and covers the scope and required outcomes of the project.

D. Indicative Pricing

Applicants should provide a breakdown showing pricing information, including professional fees, travel, documentation, consultation, an hourly rate for additional hours etc. Please indicate GST as an extra.

For the purposes of this selection process, these criteria will be weighted and scored:

A	Relevant Experience	45%
B	Personnel & References	5%
C	Methodology	40%
D	Pricing	10%
	Total	100%

Excepting résumés, the submission should not exceed 10 pages.

5. Other Conditions

5.1. Insurances

The City of Melville requires contractors to show proof of insurance by supplying copies of Certificates of Currency for Public Liability and Professional Indemnity. Contractors should hold \$20 million in Public Liability and \$5 million in Professional Indemnity.

5.2 Communications with the City

All communications between the Applicant and the City on which the Applicant intends to rely for the purposes of its quotation shall be in writing and addressed to:

ATTN: Hannah Katariski / Yvonne Doherty
Cultural Development Officers (Arts)
Email: arts@melville.wa.gov.au

Please note files larger than 8MB should be sent via file sharing application (i.e. Dropbox or WeTransfer).

5.3 Name and address for service

A quotation must include the full name and address of the Applicant and, if:

- (a) a partnership, the name and address of each partner; and
- (b) a body corporate, the name and address of its registered office, its place of incorporation and the principal officer (if any) in Western Australia.

5.4 Property and copyright

All intellectual property, including patents, copyright, trademarks, know how, technical information and confidential information in or attached to this Request for Quotation, shall remain the property of the City of Melville. An Applicant shall not use any of the information in this Request for any purpose other than the preparation of a quotation. The City of Melville will retain ownership and publishing rights of all documentation and the right of inclusion in other works. All information pertaining to the project will remain confidential until the City of Melville approves release.

5.5 Ownership of Quotations

With the exception of an Applicant's existing copyright and other intellectual property rights, all documents and information submitted by an Applicant as part of or in support of a quotation shall become, on submission, the absolute property of the City and will not be returned to the Applicant at the conclusion of the RFQ process.

5.6 Costs of Quotations

All costs of and associated with the preparation and submission of a quotation shall be borne entirely by the Applicant and the City of Melville shall not be liable in any circumstances to contribute to those costs or to otherwise indemnify the Applicant in respect of the preparation or submission of a quotation or any related activities.

5.7 Confidentiality of Quotation information

The City of Melville will treat all information provided in a quotation as confidential and will not use it other than for the purposes of the evaluation of the quotation or as otherwise required by law.

Documents and other information relevant to a quotation may be disclosed when required by law under the Freedom of Information Act 1992 or under a court order.

5.8 Canvassing of Councillors and Officers

If an Applicant, whether personally or by an agent, canvasses any of the City's Councillors or Officers with a view to influencing the acceptance of a quotation submitted by it or by any other Applicant, then regardless of whether the canvassing had or may have had any influence on the acceptance of the quotation, the City may at its discretion decline to further consider the Applicant's quotation.

Contact Information:

Yvonne Doherty
Cultural Development Officer (Arts)
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Phone: 9364 0650