

Henry Art Gallery
REQUEST FOR PROPOSALS
Structural Engineer for a Public Art Installation

Henry Art Gallery
Notice to Structural Engineers
December 9, 2022
GENERAL INFORMATION AND REQUEST FOR PROPOSALS FOR
Public Art Installation

The Henry Art Gallery (the Owner) is issuing this Request for Proposals (RFP) for the selection of a Structural Engineer (Engineer) to provide concept-level consultation on an upcoming public art project. The proposals shall consist of qualifications, experience, scope of services, anticipated budget and staffing assessment.

A copy of the complete RFP will be available on our website www.henryart.org. Proposals submitted on or before December 16, 2022, by 5 pm PST will be prioritized.

The Owner reserves the right to interview all or some of the proposal respondents if it so chooses.

The proposal shall be addressed to:

Sage Sommer, Manager of Exhibitions
Henry Art Gallery
University of Washington
Box 351410
Seattle, WA 98195

Please send a PDF of the proposal to sages@henryart.org.

The Owner reserves the right to amend the RFP based on questions and issues raised during the conduct of this solicitation.

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PROPOSAL INSTRUCTIONS AND CONDITIONS
REQUEST FOR PROPOSALS FOR A PUBLIC ART INSTALLATION

I. INTRODUCTION AND BACKGROUND

The objective of this Request for Proposals (RFP) is to solicit proposals for a project to provide THE HENRY ART GALLERY (the Owner) concept-level structural engineering consultation for the following:

- A. A domed, adobe-clad structure roughly occupying an approximately 20' long x 15' wide x 15' tall footprint
- B. To be located at Pier 62 in Seattle, Washington's Waterfront Park
- C. The concept is by an LA-based artist who is collaborating with Marsollier Villacorta LLC, a New York City-based design studio.
- D. The opening date is mid-October 2023, with construction beginning mid-September 2023.

II. GENERAL INFORMATION

The qualifications, experience, financial terms and staffing plan the Structural Engineer is proposing to implement will be evaluated and ranked. Written questions will be received by the Owner until December 15, 2022 at 1:00 PM PST. Questions shall ONLY be submitted in writing to Sage Sommer via email at sages@henryart.org.

The Structural Engineer selected, as a result of this RFP will be expected to:

Provide the following Scope of Work in the initial Concept Phase, including but not limited to:

- o Concept-level consultation, via virtual workshops/meetings and emails, on ideas for the internal structure of the installation
- o Concept-level consultation for ideas on how to secure the structure to the Pier without penetrations to the Pier's decking or structure
- o Preliminary load and wind/lateral calculations
- o Advising on the City's approval process for temporary art installations
- o Conceptual level drawings/sketches and calculations for an approvals package, as needed

We anticipate needing the services of a structural engineer in the subsequent DD and CD phases, but due to the nature of the project, are looking for a scope of work for this first phase only at this time.

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III. THE SELECTION PROCESS

A. **Timetable**

The Owner expects to undertake the selection process according to the following schedule:

- Deadline for receipt of written questions 12/15/22
- Proposal Submission 12/16/22
- Structural Engineer interviews (at THE Owner’s discretion) 01/09/23
- Structural Engineer selection 01/16/23
- Three (3) workshops/meetings 01/20/23 - 02/17/23
- Final approvals package deliverables 02/28/23

B. **Proposal Evaluation Criteria**

Upon review of proposals received in response to this RFP, the Owner expects to select a single Structural Engineer to provide comprehensive design and construction services as outlined in Section II above. If a viable project is identified following the Concept Phase, the Structural Engineer and the Owner will then negotiate a contract to provide for the implementation of the proposed project.

C. **Final Structural Engineer Selection**

The Owner reserves the right to implement the project in multiple phases and award future phases to the Structural Engineer selected via this RFP.

IV. RFP PROCEDURES

A. **Point of Contact**

Sage Sommer, Manager of Exhibitions and Registration – sages@henryart.org

B. **Submission of Proposal / Sample CEA**

Respondents must submit their Proposal electronically to sages@henryart.org.

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C. Proprietary Information

Information that the proposer wishes to have treated as proprietary and confidential trade information should be identified and labeled "Confidential" or "Proprietary" on each page at the time of disclosure. This information should include a written request to except it from disclosure, including a written statement of the reasons why the information should be accepted. The Owner will protect such material from disclosure. If, however, such materials are required by law to be disclosed, the Owner will notify the respondent.

D. Modification or Withdrawal of Proposals

Any proposal may be withdrawn or modified by written request of the proposer, provided such request is received by the Owner at the above address prior to the date and time set for receipt of proposals.

E. Right to Reject Proposals

This RFP does not commit the Owner to award a contract, pay any cost incurred in the preparation of a proposal in response to this RFP, or procure or contract for services. The Owner intends to award a contract on the basis of the best interest of and advantage to the Owner, and reserves the right to accept or reject any or all proposals received as a result of this request. The Owner reserves the right to negotiate with all qualified proposers, or to cancel this RFP in part or in its entirety, if it is in the best interest of the Owner to do so.

V. PROPOSAL: FORMAT AND CONTENTS

Proposals must be submitted in the format outlined in this section. The Owner reserves the right to eliminate from further consideration any submittals deemed to be substantially or materially non-responsive to the requests for proposal contained herein.

Section 1 - Statement of Qualifications Proposer must include the following elements in response to this RFP:

- (a) Name and address of firm.
- (b) Telephone and fax numbers.
- (c) Names, titles, and e-mail address of people authorized to represent the firm on this project, and answer any questions presented by the Owner.
- (d) Year firm was established.
- (e) Proof of State of Washington license and other applicable accreditations.

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Section 2 - Project Experience Proposer must describe two projects that best exemplify the range of technical services provided by the Structural Engineer for a public art project or similar. Each project description (not to exceed 2 pages) should include:

- (a) Customer's name and address
- (b) Location of project
- (c) Project timeline and budget
- (d) Permitting considerations for each project

Section 3 - Scope of Services Proposer must submit a scope of services to be provided by the Structural Engineer for the Concept phase.”

Section 4 - Fees Proposer must submit proposed fees for the Concept phase, which should include:

- (a) A flat fee structure with a payment schedule
- (b) Hourly rates for any Additional Services
- (c) Any notable payment terms and/or conditions

Section 5 - Staffing Assessment Proposer must submit a proposed staffing structure for the project, to include a list of staff names and titles for the project.

A submittal of design/specification documents are not required at this time.