



APPRAISAL SERVICES – REQUEST FOR QUALIFICATIONS

Deadline: June 19, 2009

Fort Worth Public Art invites qualified art appraisers providers to submit a letter of interest and proof of qualifications to provide support services to the City of Fort Worth's Public Art Collection. Interested applicants will demonstrate interest, knowledge, range, capability, and skills to assist the program in caring for a growing collection of artworks and architectural enhancements in the collection.

Qualifications will be reviewed by FWPA staff and a representative of the Art Commission. The successful bid will be chosen based upon, but not limited to:

- Qualifications and Work Experience
- Licenses and Certifications
- References
- Fee Proposal
- Ability to meet the requirements of the annual agreement with the City of Fort Worth

A candidate for current and future projects will be selected for the purpose of awarding contracts as needed. Applicants must provide evidence of necessary experience and organizational capacity to provide required services. Proof of all necessary professional certificates and licenses is required. In addition, applicants should demonstrate experience and understanding of working with public artworks and collections belonging to municipalities.

The selected appraiser will enter into a written professional services agreement with the City of Fort Worth. The terms of the Agreement will be for a period of (3) three years, commencing on or about July 1, 2009 and may be terminated by the City at any time without penalty or cause. At the sole discretion of the City, a renewal option of (3) three one (1) year extensions after the initial term will be considered.

SCOPE OF SERVICES

Fort Worth Public Art is a City of Fort Worth program administered by the Arts Council of Fort Worth & Tarrant County. FWPA commissions artwork on behalf of the city and maintains the collection that includes artworks in varying mediums including: 2-D artworks, sculpture, painted and tile murals, mosaics, mixed media installations and architectural enhancements. Artworks are sited on and in City of Fort Worth properties in all districts. Applicants must be able to travel to each location and will be evaluated based on ability to perform services.

Scope of Work may include, but is not limited to, evaluating public artworks for Retail Replacement Value and Fair Market Value. Reports will include photographic and narrative documentation in addition to the appraiser's opinion of an artworks condition as it relates to its value. Appraisers may be asked to review and report on previous appraisals.

The selected appraiser will provide comprehensive written and photographic documentation (hard copy and digital files) to support the appraisal.

SUBMISSION REQUIREMENTS

All submissions must provide all requested information. Application packages marked "Art Appraisal – Fort Worth Public Art" will be accepted until June 12, 2009 @ 5 p.m. Submissions must consist of the following items in the proper form and by the deadline in order to be considered.

- 1) Letter of Interest
- 2) Resume - Demonstration of Qualifications and Experience
- 3) Firm Information. Please provide information detailing staff number and level of experience if applicable.
- 4) Cost Estimate. Please include schedule detailing costs for specific services, standard hourly rates, and administrative time and per diem if applicable.
- 5) Proof of Insurance
By signing its proposal, conservator acknowledges that it has read and understands the insurance requirements for the proposal. Conservator also understands that the evidence of required insurance must be submitted within fifteen (15) days following the signing of a professional services agreement. The insurance requirements are attached as Attachment "A."

Written questions regarding the project contained in this RFQ or the submittal requirements may be directed to Jennifer Conn via e-mail at jconn@fwpublicart.org or fax at 817.298.3063. Clarifications, additional information, corrections or changes to the RFQ will be made in a timely manner.

Proposals are due at the following address no later than 5 PM. on Friday, June 12, 2009. Proposals received after this deadline will not be considered. The City of Fort Worth and Fort Worth Public Art is not responsible for non-receipt of proposals sent by mail or courier.

Please deliver five (5) copies of your proposal to:

Jennifer Conn
Fort Worth Public Art Collection Manager
Arts Council of Fort Worth & Tarrant County
1300 Gendy Street
Fort Worth, Texas 76107