



## REQUEST FOR EXPRESSION OF INTEREST

### RFEI-PL18-4- LEISURE CENTRE - PUBLIC ART

Artists and artist teams are invited to submit an Expression of Interest to enter a juried competition for Canadian artists to create a new original permanent public artwork to enhance the customer and visitor experience at the Maple Ridge Leisure Centre (LC), our destination community centre. The project budget is \$60,000 Canadian dollars and it is scheduled to be completed by January/February 2019.

If you are interested in this opportunity, the complete Request for Expression of Interest document is available for download from the BC Bid website at [www.bcbid.gov.bc.ca](http://www.bcbid.gov.bc.ca) or [www.mapleridge.ca/1519/Public-Art-Calls](http://www.mapleridge.ca/1519/Public-Art-Calls).

A general **Expression of Interest information meeting** is available to artists on **Friday, March 16, 2018 at 3:00pm**, City Hall at 11995 Haney Place. RSVP to [submissions@mapleridge.ca](mailto:submissions@mapleridge.ca). Finalists (up to 3 artists or artist teams shortlisted in stage 2) are encouraged to familiarize themselves with the community centre by attending a non-mandatory meeting about the site with City staff, architect and committee representatives on Friday, May 4 at 3:00 pm (local time) at 11925 Haney Place in Maple Ridge, BC. Attendance is non-mandatory to have proposals considered, however, this scheduled meeting will be the only opportunity interested parties will have to view the site accompanied by City representatives, architect and stakeholders.

**Submission Deadline: Expressions of Interest will be accepted on or before 2:00 pm, local time, April 12, 2018**, electronically to: [submissions@mapleridge.ca](mailto:submissions@mapleridge.ca) or by mail to:

City of Maple Ridge  
11995 Haney Place  
Maple Ridge, BC V2X 6A9  
ATTENTION: Arts & Community Connections Manager

Facsimile transmissions will not be accepted.

The City may, entirely at its discretion, consider submissions that arrive after this time. Submissions will not be opened in public.

The City of Maple Ridge reserves the right to reject any or all submissions or to accept the submission deemed most favourable in the interest of the City. The City will not be responsible for any cost incurred by the applicant in preparing their submission (excluding the honorarium award to shortlisted candidates in stage 2 of the competition).

Enquiries regarding the expression of interest should be directed to Yvonne Chui, Arts and Community Connections Manager at 604.467.7415 or [yvonne.chui@mapleridge.ca](mailto:yvonne.chui@mapleridge.ca).

## **1. Introduction and Background, Vision & Themes**

Artists and artist teams are invited to submit an Expression of Interest to enter into a juried competition for Canadian artists to create new permanent public artwork. The objective of the public artwork is to enhance the customer and visitor experience at the Maple Ridge Leisure Centre through the placement of a new piece of public art that celebrates health and wellness, intergenerational active living, sport and Indigenous place names. For over 35 years, the Leisure Centre has been a community gathering place and offers a welcoming and inclusive environment where all ages and abilities have the opportunity to participate in recreational and social activities. The programs and services provided at the facility strengthens families, builds healthy communities, improves the quality of life for residents, provides opportunities for the healthy development of children and youth and grows future leaders in our community. The facility includes an aquatics area with 2-25 metre lap pools, hot pool, sauna, steam rooms, a waterslide and the first leisure pool in Canada when built in 1981.

The programs and services throughout the multi-use facility include swimming lessons, leisure swimming, water wellness programming, group fitness programs, gymnasium activities such as pickleball, badminton, basketball, parent and tot gym, racquet court sports, health partnerships, and family friendly and older adult recreational programming in multi-purpose spaces. Customer engagement continues to be a focus area in providing new programs and services that exceed customers expectations at each visit to the Leisure Centre.

The location of any proposed designed artwork is limited to the allowable areas inside the facility, specifically, the artwork will be allowable in areas of: reception, wall of gathering space outside the change rooms and feature wall of the pool deck. See details in Site Background, section B and C, Appendix A and Attachments 1 and 2 – Architectural Drawings and Plan in this call document. The proposed work should be designed to enhance the existing parameters of the site without being obstructive to the facility users and staff. Preference will be for designs that allow for community engagement as part of the finished product.

Some of the main priorities of the Public Art Program include enhancing public parks, public gathering places while celebrating the unique characteristics of neighbourhoods. These priorities are outlined in the five year public art strategic plan (2014), the City of Maple Ridge's Official Community Plan and Parks and Recreation Master Plan (2010).

### **Site Background, Vision and Themes:**

**A. General Description** – The Maple Ridge Leisure Centre is located at 11925 Haney Place in Maple Ridge, B.C, situated in the municipality's City Centre and in close proximity to City Hall, the Arts Centre Theatre, the municipal business centre and RCMP. The Leisure Centre was built in 1981 and became Maple Ridge's first multi-use recreation facility and indoor pool. An addition was completed in 2001, adding another lap pool, a small wade pool, the waterslide, full size gymnasium and weight room. These amenities and programs bring in over 400,000 visits each year.

The Leisure Centre has been well used for the past 37 years and is now showing signs of aging infrastructure and does not meet current accessibility standards seen in newer pools and recreation centres. An aquatics retrofit is anticipated to begin in the spring 2018 that will require a full closure of the aquatics area for a period of approximately 13 months. Alongside the aquatics renovation, the closure will allow for a redesign of the male, female and family changerooms to an accessible, universal changeroom and a renovated lobby and welcome reception desk.

More details are available at:

<https://www.mapleridge.ca/1718/Pool-Talk---Aquatic-Lifecycle-Improvement>  
<http://mapleridge.ca/DocumentCenter/View/13414>

## **B. Potential Locations –**

Accessible areas include (refer to Appendix A and Attachments 1 and 2):

- 1) Reception welcome area – wall behind reception desk.
- 2) Wall of the waiting area outside of the universal change rooms, prior to entry into the 2<sup>nd</sup> Floor Fitness Centre.
- 3) Feature wall on the pool deck, parallel to the shallow end of the competition pool.

Artists can select one or more location areas identified pending their concept but the total budget is up to \$60,000. Submissions exceeding the budgeted amount will not be considered.

Areas off-limits:

- 1) Ceilings
- 2) Hallways
- 3) Meeting rooms
- 4) Building exterior

## **C. Potential Constraints – The site has some constraints as follows:**

- Electrical sources at the site may be limited.
- Existing water connection is not available.
- Consider sight line, high traffic and public interaction issues for users and customers.
- Consider sound, light and other issues for staff and the public at an operational level.
- Any scope of work requiring geotechnical engineering services may not be feasible and beyond the project budget.
- Materials for any work proposed for the pool deck feature wall needs to withstand humidity, chlorine and high traffic and interaction from the public. No metal can be used as the environment will be corrosive.
- Humidity and chlorinated environment typical of an aquatics facility requires product to withstand these elements.
- Due to the upcoming Leisure Centre retrofit in 2018, construction work should be coordinated with the architect and the contractor to avoid conflicts. Timeline will be worked out when the award is made.

## **2. Eligibility**

This Public Art opportunity invites expressions of interest from all professional artists or artist teams that have the demonstrated creative expertise and technical skills to manage all phases of the process from design development through to installation in coordination with the project contractors and municipal staff. The successful artist(s) should have experience working in a public space, be able to work within the existing parameters of the site and have a history of working within set budgets. The artist will be expected to develop a project concept and detailed design for one location or across several locations identified in section B above and be able to work collaboratively with the Parks, Recreation and Culture staff project team. The City will assign

the Manager of Arts and Community Connections or a designate as a liaison for the artist(s) and project coordination. This opportunity is open to any artists or artist teams in Canada.

### **3. Art Medium**

A range of media may be considered, including but not limited to, two-dimensional images, relief forms, experiential art, multimedia installations and infrastructure. Low impact, local materials (sourced or found) and fabrication practices are encouraged. Public safety and access to the Leisure Centre must be maintained. Proposed media should take into consideration reliability, durability, life cycle and appropriateness for community centre users and visitors. Interactive work may need to meet CSA guidelines and any permanently sited work requires signed and stamped engineering approval.

### **4. Budget**

The budget for the completed artwork is up to a maximum of \$60,000 Canadian dollars, which must cover all design, materials, production, installation, permits, engineering review and approval if applicable, administrative costs, travel (including accommodations, per diem as needed), contingency and applicable taxes (GST & PST) and fees. Artists can select one or more location areas identified pending their concept but the budget remains at \$60,000.

The successful artist will be required to demonstrate that they carry Commercial General Liability Insurance in the amount of \$5 million dollars and will be required to have the City of Maple Ridge list as 'additional insured' on the policy prior to the start of work. Other contractor requirements that may be required in a resulting contract are listed on the City's website at: <http://www.mapleridge.ca/390/Contractor-Requirements>.

The new artwork will be funded through the City's Public Art Program.

### **5. Two-Stage Juried Competition**

The two-stage competition will follow the City's public art policy guidelines and will be juried by a selection committee of arts professionals and community members that will be appointed by the Public Art Committee and supported by City representatives. See #15 Guidelines for Selection details.

Stage One will require artists to submit a resume, outline of approach to the project, visual documentation of their work, and preferred site(s) for the Leisure Centre public art project.

At Stage Two, up to three finalists will be invited to submit a detailed proposal with a rendering(s) or a maquette(s) of the proposed artwork(s) including suitability of proposed work to the site, digital renderings/rough sketch and budget with timeline and present the proposal to the Committee (approx. 30 mins). Selected finalists completing Stage Two will receive a \$600 honorarium for participating in this stage.

### **6. Deadline for Expression of Interest**

Submissions are to be sent electronically to: [submissions@mapleridge.ca](mailto:submissions@mapleridge.ca) or by mail to the attention of Arts & Community Connections Manager, 11995 Haney Place, Maple Ridge, BC, V2X 6A9 by 2:00 pm (local time) on **Thursday, April 12, 2018**.

The City may, entirely at its discretion, consider Submissions that arrive after this time.

## **7. EOI Information Session**

A brief information session about this Expression of Interest Call is available to all artists on **Friday, March 16, 2018 at 3:00 pm (local Time)** in City Hall at 11995 Haney Place (Blaney Room).

## **8. Meeting about the Site with Staff, Architect, Committee and User Representatives for Shortlisted Artists**

Shortlisted artists are encouraged to familiarize themselves with Leisure Centre by attending a non-mandatory meeting about the site with City staff with users and committee members on **Friday, May 4, 2018 at 3:00 pm (local Time)**. Artists will have an opportunity to learn more and ask questions. The Leisure Centre is located at 11925 Haney Place, Maple Ridge, BC and interested parties will meet at the main entrance of the community centre. For those who cannot attend, please contact Yvonne Chui, Arts and Community Connections Manager at 604.467.7415 or [yvonne.chui@mapleridge.ca](mailto:yvonne.chui@mapleridge.ca). Addendum changes and updates will be posted on the to BC Bid website.

## **9. Enquiries**

All enquiries regarding the expression of interest must be directed to Yvonne Chui, Arts and Community Connections Manager at [yvonne.chui@mapleridge.ca](mailto:yvonne.chui@mapleridge.ca) or call 604.467.7415.

## **10. Frequently Asked Questions**

Questions can be emailed to [yvonne.chui@mapleridge.ca](mailto:yvonne.chui@mapleridge.ca). Questions and answers related to the competition will be posted on BC Bid at [www.bcbid.gov.bc.ca](http://www.bcbid.gov.bc.ca), as an addendum to the RFEI. It is the responsibility of applicants to periodically check this website to inform themselves of any addenda issued.

## **11. Project Timeline**

EOI Information Meeting: Friday, March 16, 2018 (3:00-4:00pm)

Deadline for Stage One Submissions: Thursday, April 12  
All submissions must be received by 2:00 pm (local time), electronically or by mail.

Shortlisted Artists Identified for Stage Two: Friday, April 27(email and phone)

Non-Mandatory Meeting about the Site: Friday, May 4 (3:00-4:00pm)

Deadline for Stage Two Submissions: Monday, May 18  
Detailed proposal submissions for shortlisted artists must be received by 2:00 pm (local time), electronically or by mail.

Shortlisted Artist(s) Presentation to Panel: Week of May 21

Award of contract: Week of May 28

Installation required by: January/February 2019

The timeline is approximate and subject to change pending availability and other circumstances. The City of Maple Ridge reserves the right, at its sole discretion to select or not to select finalists at any stage of the competition.

The City may, entirely at its discretion, consider submissions that arrive after these times.

## 12. Conflict of Interest

Respondents must disclose in their submission any actual or potential conflicts of interests and existing business relationships it may have with the City, its elected or appointed officials and committee volunteers or employees. The City may rely on such disclosure.

## 13. Solicitation of Council Members, City Staff and City Consultants

Respondents and their agents must not contact any members of City Council, City Staff, City consultants or appointed committee members with respect to this Request for Expression of Interest (RFEI), other than the contact person named under the Enquiries section of this RFEI any time prior to the award of a contract or the cancellation of the RFEI and which could be viewed as one respondent attempting to seek an unfair advantage over other respondents.

## 14. Submission Guidelines & Requirements

- ☐ Should the total file size exceed 6MB in one email it is required that the large submissions be split into separate emails to ensure the City's file size restrictions are met and the submission is received. It is the respondent's responsibility to ensure their submission is received by the City.

- ☐ Write clearly and submit information and images/writing excerpts/web links as ONE PDF Acrobat format file, no more than 6 MB.  
Please do not secure the PDF file as we may need to extract an image for presentation to the selection panel.

We recommend your entire PDF be in **landscape format** as it will be presented as a horizontal projection to the selection panel on a horizontal screen.

- ☐ File Naming Conventions to Save PDF documents:  
*Example for John Smith: LeisureCentrePA\_2018\_smithj*
- ☐ The City will not be responsible for any costs or expenses related to the preparation and submission of the Request for Expression of Interest (excluding the honorarium award to shortlisted candidates in stage 3 of the competition).
- ☐ Expressions must clearly show your name, telephone number(s), email and mailing address.

### **Stage 1 – Artists are requested to submit the following REQUIREMENTS (pdf format):**

#### **Part 1: Letter of Interest (max 1 page)**

Please describe your interest in the project, information about your practice and the materials you generally work with along with relevant experience and qualifications to successfully complete the installation (PDF format). If submitting as part of a team, please include a description of how the team works together and any previous collaborative work experience. Your letter will confirm that you have read, accepted and will abide by the terms and conditions outlined in the call.

#### **Part 2: Approach to the Project (max 2 pages)**

Describe and/or illustrate your approach or possible idea for artwork at this site.

**Part 3: Artist's Resume** (max 2 pages)

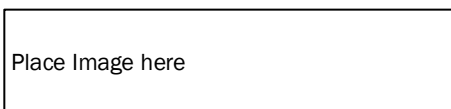
Submit a professional resume. Artist Teams should include one page resume for each member of the team. For teams, each team member needs to have confirmed participation prior to submission.

**Part 4: Visual Documentation of Previous Work** (up to 10 images as JPEG files)

Provide up to 10 examples of past public artwork and include information indicating title, dimensions, media and date of completion.

We recommend representing one artwork on each page (if photos). Please submit application information and images/writing excerpts/web links as ONE PDF Acrobat format file, no more than 6 MB. Please do not secure the PDF file as we may need to extract an image for presentation to the selection panel.

Example:



Artist Name, Title of Work, Project/Program Name if applicable  
Materials, size, budget, role in creation of artwork, location

*Deadline Stage 1: April 12, 2018*

**Stage 2 –Finalists**

Up to three finalists will be selected from Stage 1 and will be asked to propose a specific work(s) in sufficient detail. Stage 2 finalists must submit:

- Written proposal detailing a specific concept including description of the work(s) being proposed (PDF format)
- Proposed site(s) with a description on the suitability of the artwork at the site(s) (pdf format)
- A detailed rendering and/or maquette(s) of the proposed artwork(s) including technical specifications.
- A detailed budget and timeline.
- Honorarium provided at this final stage.

*Deadline Stage 2: May 18, 2018*

*Presentation to Panel: Week of May 21 (hold dates will be sent to artists ahead of time for that week)*

**15. Selection Process**

The selection process will be a three stage competition, juried by a selection committee of arts professionals, community members, Public Art Steering Committee representatives and City representatives.

Throughout the selection process, the following criteria may include but not limited to:

- Artistic quality and merit of the work
- Quality, innovation and creativity of the proposed artwork(s)
- Quality control measures used to prevent injury or damage to the public and property
- Demonstrated understanding of public space, community engagement and process
- Demonstrated understanding of Canadian legal requirements and regulations as they pertain

to public art

- Knowledge and connections with necessary suppliers, contractors and vendors to successfully implement the installation or proposal
- Sustainable design, procurement, and fabrication
- Demonstrated feasibility in terms of budget, timeline, safety, maintenance and site
- Suitability and effectiveness of the design for viewing conditions in the proposed site environment
- Durability, maintenance and safety requirements
- Evidence of an ability to complete the project as proposed, which may include, but not be limited to, skills and experience commensurate with the responsibility of successfully completing a public art installation, flexibility, coordination (project planning and management) and team work.
- Compliance with the guidelines as outlined in this Request for Expression of Interest.

The City reserves the right to select any or none of the Request for Expressions of Interest submitted and further to not select finalists at any stage of the competition and furthermore reserves the right to reject any or all submissions or to accept the submission deemed most favourable in the interest of the City.



## Appendix A

Photos, architectural drawings and plans.

Current facility images:



L is view of the Leisure Pool



R is view of the Teach Pool



Facility Users

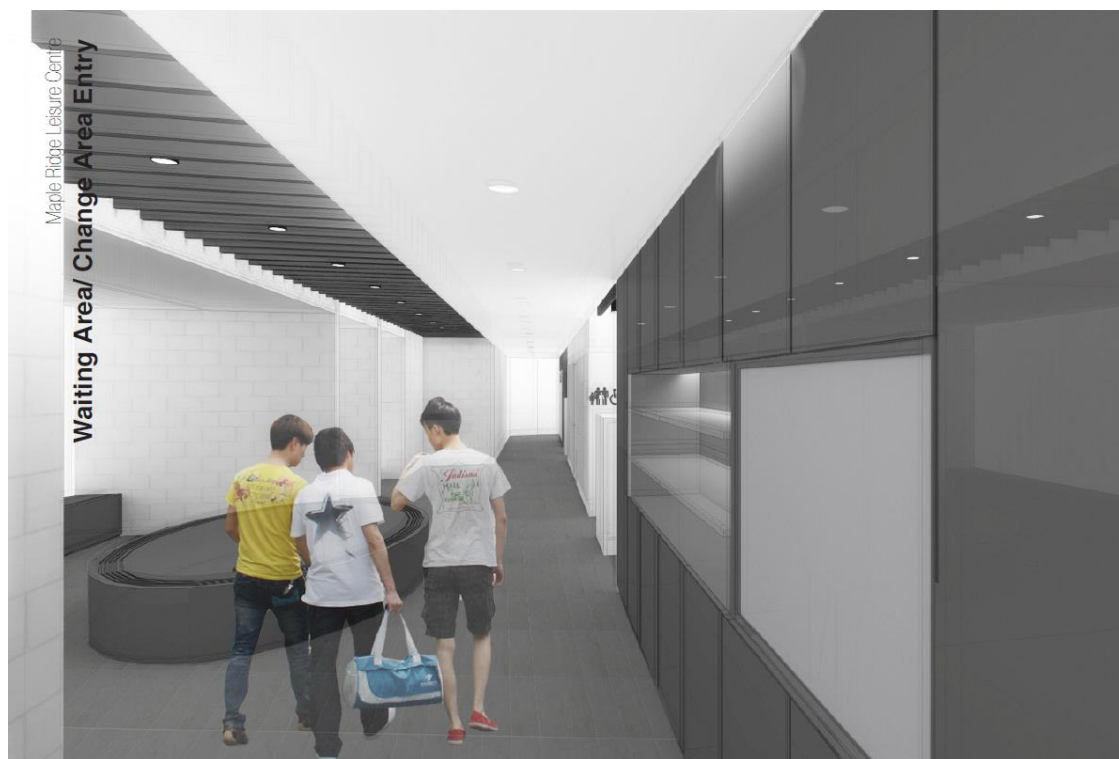
### ARCHITECTURAL DRAWINGS of IDENTIFIED LOCATIONS:

#### 1. Reception Area - wall behind reception desk.

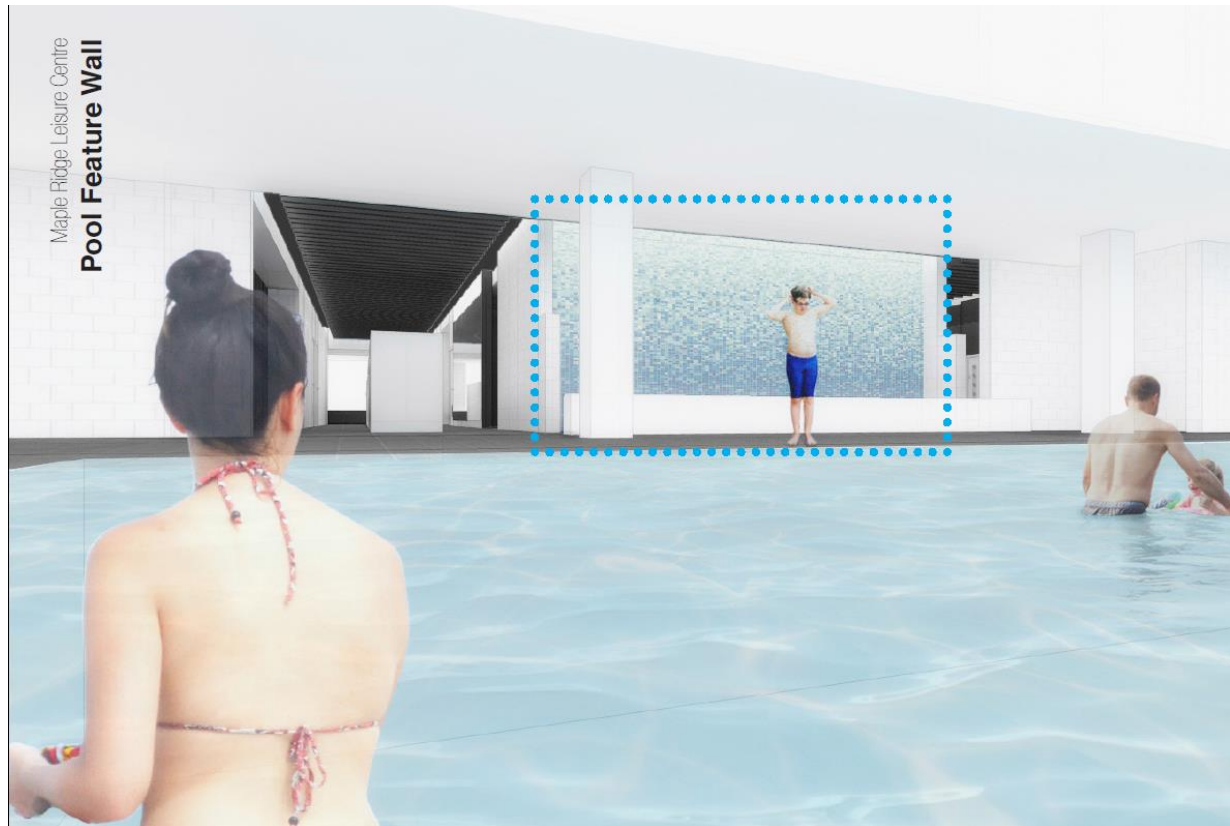




## 2. Meeting/Gathering Area Outside Change Rooms - Wall.



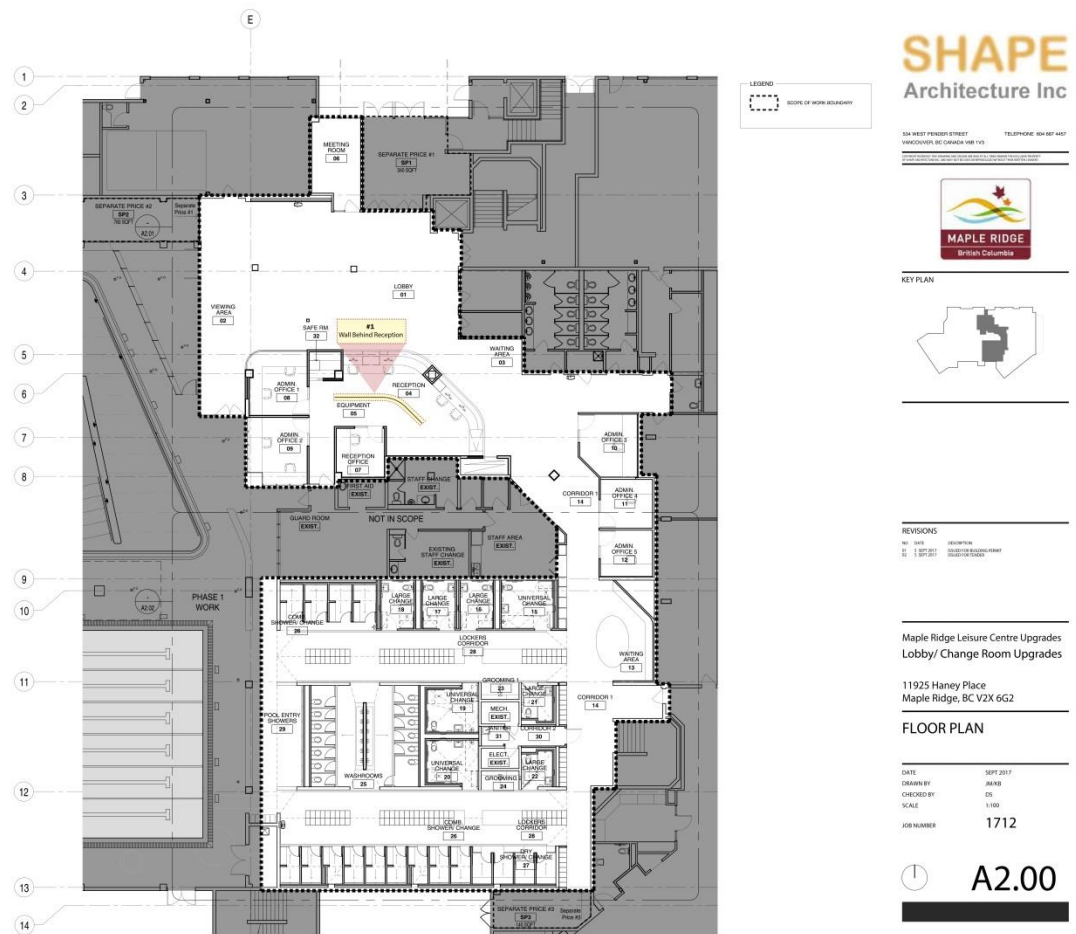
### 3. Feature Wall on Pool Deck



## FLOORPLAN LAYOUTS OF THE THREE LOCATIONS:

### Attachment 1 – Wall Behind Reception Desk (highlight in yellow).

Please download pdf for better detail and scale.





**Attachment 2 – Wall of Gathering Space Area and Wall on Pool Deck (highlight in yellow).**

Please see pdf for better detail and scale.

