



Jackson Hole Airport Board

October 2, 2009

**Public Art in Expanded & Remodeled Airport Terminal Building
Jackson Hole Airport
Jackson, Wyoming**

The Jackson Hole Airport Board (the "Airport Board") and its Terminal Art Committee (the "Committee") are delighted to announce their call for artists or artist groups to create artwork for the expanded and remodeled Passenger Terminal Building (the "Terminal") at the Jackson Hole Airport, located in Teton County, Wyoming.

LOCATION/CONTEXT: The expanded and remodeled Terminal at the Jackson Hole Airport is scheduled to be completed in November 2010. The Airport and its Terminal are located north of the Town of Jackson and within Grand Teton National Park. The Terminal expansion is being designed not only to be efficient and comfortable, but also to give airline passengers expansive views of the surrounding mountains, and a memorable first and last image of Jackson Hole and the National Park. The Terminal design utilizes enhanced green building initiatives through Leadership in Energy and Environmental Design (LEED) certified standards.

Jackson Hole is a unique mountain resort community with a rich western heritage. It is located within the Greater Yellowstone Ecosystem, with its abundant mountains, forests, lakes and wildlife. It is the Airport Board's goal that the Terminal expansion and the art displayed therein will reflect this environment.

Art commissioned for display in the Terminal will have a significant public audience. The Terminal is utilized by over 600,000 travelers per year. Commercial airlines operating from the Terminal - and cities served - are set forth on the annexed **Attachment #1**. Art commissioned for display in the Terminal will be clearly attributed to selected artists, and a significant opportunity for public exposure exists.

PROJECT DESCRIPTION: Through this Call to Artists (the "CTA"), the Board and the Committee seek artists or artist teams to create appropriate artwork for certain areas of the expanded Terminal. Interactive artwork which incorporates mountain, wildlife and/or outdoor activities themes and an appreciation of Jackson Hole's natural resources is encouraged. The work should give passengers a clear sense that they are arriving in a unique mountain environment, and reflect the history, spirit and/or environment of Jackson Hole and the surrounding area.

MEDIA/STYLE/SIZE: The artwork must be of durable, permanent, media that is safe and easily maintained. Artwork size should be site-specific and properly scaled to the building. Art experienced close up as well as from more distant views will be considered.

TERMINAL ART COMMITTEE: The Airport Board has appointed a Terminal Art Committee to develop and publish this CTA, review proposals submitted by artists and make recommendations to the Airport Board regarding selection of art to be commissioned. The Committee is currently made up of two Airport Board members, individuals with professional expertise in the arts, and local leaders with diverse backgrounds. The Airport Board reserves the right to alter the make-up of the Committee.

PROJECT SITE: The Committee has identified three (3) areas for the display of commissioned art in the Terminal. These are generally described as follows:

1. The Terminal entry for arriving passengers. For this space, the Committee seeks art which will give a clear sense of arrival in Jackson Hole. Such art may utilize not only the vertical spaces, but also the floor area.
2. The north wall of outbound ticketing hall. This area may include both the north wall of the ticketing hall, but also its vertical extension outside of the Terminal and to the east.
3. The outbound security holding room. This large area is used by departing passengers who have cleared security and are awaiting their departing flights. It will have views to the Teton Mountains to the west

A site plan showing the proposed location of these three public art sites is annexed as **Attachment #2**. Nothing in this CTA prohibits the proposal of art for other areas. In addition to the art commissioned for permanent display, the Airport Board may make available other space in the Terminal for temporary and rotating displays of art by selected artists and others.

PROJECT BUDGET: The budget available for use under this CTA has not been determined, but will be a minimum of \$75,000. Though costs effectiveness is always a consideration, the availability of a greater budget for commissioning art under this CTA is likely. Accordingly, artists are encouraged to submit creative proposals, even if their proposed budget exceeds the minimum currently available. When submitting a budget for art proposed, artists should include the artist's honorarium, design, fabrication, materials, shipping, installation, and insurance, travel expenses necessary to complete the project, project plaque, final documentation and any incidental expenses. The Airport Board will allocate amounts between the three available sites after receipt of proposals.

The Airport Board will also consider donations of art work for the selected display areas. Art donated for display may result in tax benefits to the donor pursuant to IRS Code Sections 501 and 170(c)(1). The Airport Board does not make any representations regarding the tax treatment or benefit of such a donation, and all decisions regarding tax treatment and the deductible amount of any donation must be made by the artist in consultation with his/her tax adviser.

CONTRACT REQUIREMENTS: The selected artists must enter into a contract with the Airport Board. Depending on the nature of the art to be commissioned, the contract may require that the selected artist carry Commercial General Liability Insurance Policy and an All-Risk Installation Insurance Policy naming the Airport Board as an additional insured during the project, and for a period of one year thereafter. If the artist employs anyone in connection with this work, the artist must carry a workers compensation insurance policy. Artists must carry an automobile liability insurance policy if appropriate.

The contract may also require that selected artists present one (1) community educational workshop regarding the art selected for the Terminal.

CALENDAR: The tentative calendar for this selection process is set forth below. This calendar is subject to change.

Date	Action
November 15, 2009	Deadline for questions on CTA
December 1, 2009	CTA Deadline
December 2009	Finalist Interviews
January 9, 2010	Artist Selection
February-October 2010.	Proposed Art Completion/Installation

SELECTION CRITERIA AND AWARD CONSIDERATIONS: The following criteria will be used by the Committee in the evaluation process and in making recommendations to the Airport Board:

- Artistic merit (excellence, originality, creativity and innovative approaches) as evidenced by submitted proposals. Art work proposed should be original and project-specific
- Professional artistic experience to fulfill the requirements of this project, and the ability to undertake the design, creation and installation of the artwork.
- Appropriateness of materials, style, scale and concepts in relation to the Terminal site and to the Jackson Hole environment.
- Responsiveness of the application narrative to the specifications of this CTA.
- Timeliness of submission and ability to meet project time deadlines.

INSTALLATION REQUIREMENTS: As part of the project, selected artists should include all arrangements and costs, including delivery, equipment and tools as necessary to provide a completed and installed work. All such additional costs must be included in the proposed quote. A complete work is considered to be installed in place, and when appropriate, displayed with lighting and base.

PROPOSAL REQUIREMENTS: An artist may elect to submit proposals for one or more of the three art display areas described above. Separate proposals must be submitted for each art display area. Each proposal should contain the following:

1. Application. Complete, sign and date the application cover sheet which is annexed as **Attachment #3**.
2. Resume. A two-page (maximum) current professional resume. Artist teams should submit one document that incorporates two-page resumes for each team member.
3. Written Proposal. Narrative summary describing the proposed artwork. Limit of two (2) 8.5"x11" pages in electronic format.
4. Itemized Budget. Include all aspects of design, complete installation, artist fees and fabrication. If 3-dimensional art, complete installation will include base, lighting and landscaping, if applicable.
5. Concept Drawings of Proposed *Original and Project-Specific Artwork*. Submit a maximum of five (5) digital images in PDF or JPEG format not to exceed 75 dpi. Alternatively or additionally, printed images/drawings/color sketches may be provided on a maximum of five (5) 8.5"x11" pages. Digital format is preferred.
6. Model. If three-dimensional art is proposed, one (1) small model may be included.

PROPOSAL DEADLINE: The required submittal must be received before **December 1, 2009 at 3:00 p.m. MST**. Include one (1) original set of the written materials (submittal items 1, 2 and 3 above) plus five (5) copies. Include one (1) set of visual materials (submittal items 4 and 5 above). Materials are to be submitted in a sealed envelope or box clearly marked on the outside "*Sealed Materials for CTA for Art in Airport Terminal Building.*" Materials may be delivered by certified mail, return receipt requested, hand-delivered or couriered. Return receipt is recommended. Address and deliver to:

Raymond Bishop, Airport Director
Jackson Hole Airport Board
1250 East Airport Road
P.O. Box 159
Jackson, Wyoming 83001

MATERIALS RECEIVED AFTER THE DEADLINE STATED ABOVE WILL BE AUTOMATICALLY REJECTED. ABSOLUTELY NO EXCEPTIONS WILL BE MADE FOR ANY REASON. Faxed, emailed, incomplete proposals or proposals that do not include the specified number of copies will be disqualified. Proposals must remain valid for a period of ninety (90) days.

QUESTIONS/ADDITIONAL INFORMATION/TOURS: Questions about this project, requests for tours of the existing Terminal, or requests for additional or more detailed plans, may be directed in writing to Ray Bishop, Airport Director, at raybishop@jacksonholeairport.com, or by fax at 303-733-9270. The deadline for questions is November 15, 2009. Answers to questions, if any, will be distributed to all known holders of this CTA.

BOARD'S RESERVED RIGHTS: The Airport Board reserves the following rights and options with respect to this CTA and the proposals received: the right to (1) select and enter into a Contract with the artist whose proposal best satisfy the interests of the Airport Board, (2) reject any and all proposals, (3) issue additional subsequent solicitations for proposals and/or amendments to this CTA, (4) conduct investigations with respect to the qualifications of each artist, (5) negotiate with artists for amendments or other modifications to their proposals, (6) modify dates, and (7) make an award and enter into a contract for only portions (or not to make any award or enter into contract for any) of the services contemplated by the proposal submitted.

MISCELLANEOUS MATTERS: All proposals prepared in response to this CTA are at the sole expense of the artist. There will be no claim for reimbursement from the Airport Board for the expenses of preparation, and no commissions will be paid to any broker.

One copy of each proposal will be retained in the Airport Board's files and will become a public record after the award. This will be open to public inspection under the Wyoming Public Records Act. If an artist believes any portion of its proposal contains proprietary data or confidential business information, and the artist wishes to seek protection from public disclosure, the artist must identify the specific area or scope of data or other materials to be protected and state the reasons why protection is necessary. This statement will be used by the Airport Board in making its determination as to whether disclosure is proper under the Act.

Proposal materials (other than the copy retained by the Airport Board) will not be returned to any unsuccessful applicant without prior pre-paid shipping. The copy retained by the Airport Board will become its property, provided, however, that the artistic ideas expressed in proposals shall remain the property of the artists making the submission and shall not be utilized by the Airport Board unless a contract is first entered into with the artist.

No proposal will be accepted from, or contract awarded to, any person, firm, or corporation that is in default to the Airport Board, the Town of Jackson, or the County of Teton under any past or present contract.

This CTA is governed in all respects by Wyoming law and the Airport Board's Procurement Protest Procedures.

The Airport Board encourages women and minorities to submit proposals and for non-minority artist to participate with small businesses and women and minorities through partnerships, joint ventures, subcontracts and other contractual opportunities. Please describe any planned use of such businesses in your proposal narrative.