



ARTS COMMISSION HYBRID MEETING

Monday, June 12, 2023, at 5:30 PM
Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMISSION MEMBERS

Chair: Donna Cronk and Cat Cotton

Commissioners: Nicole Hansen, Dennis Pearce, Steve Pennington,
Arpna Thakur, and Michelle Tjosvold

This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **837 1749 8899** and Password **886339** if prompted.

Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.

Press *6 to mute and unmute.

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- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
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CALL TO ORDER & ROLL CALL

PUBLIC COMMENT

MINUTES

1. Approval of the minutes dated May 8, 2023

NEW BUSINESS

2. Plein Air Paint Out Update
3. Window Mural Update
4. Mural Scope and Timeline
5. Art Train Update

OTHER BUSINESS

ADJOURNMENT



ARTS COMMISSION MEETING MINUTES MAY 8, 2023

This meeting was conducted in a hybrid format using teleconferencing technology provided by Zoom in accordance with Governor Inslee's Proclamation 20-28.

CALL TO ORDER & ROLL CALL

Cat Cotton called the meeting to order 5:33pm.

Present: Cat Cotton, Donna Cronk, Nicole Hansen, Steve Pennington, and Michelle Tjosvold.

City: Nicole Wiebe

PUBLIC COMMENTS: None

APPROVAL OF MINUTES

The minutes of the March 13, 2023, meeting, were approved. Steve Pennington motioned; Michelle Tjosvold seconded. Motion passed.

DISCUSSION

- Arts Train: Date 9/23/23, 12-4pm. Partner with North Bend Art Group. Michelle and Dennis will provide update at June meeting. Dennis Pearce and Michelle Tjosvold, leads.
- Plein Air Paint Out: July 22, 2023, Meadowbrook Farm location. Theme – Majestic Meadowbrook. Nicole Hansen and Donna Cronk leads.
- Chalk the Block: July 4, Community Park. Cat Cotton, lead.
- Wing Luke Exhibit: Art exhibit install week of May 15, Steve Pennington. Opening reception, Monday, May 22, 5:30-6:30pm.
- Downtown Mural: Nicole Hansen working on scope of work and timeline.

OTHER BUSINESS

- Survey Results Review
- Old Mural Photos Discussion: Steve Pennington to locate.
- Writers' Conference: Looking for writers and gauge interest level.
- Muralfest 2024: Looking ahead at an event, valley wide.

ADJOURNMENT

Meeting adjourned 6:33pm

SNOQUALMIE ARTS COMMISSION

MURAL PROJECT

Request for Qualifications

Due Date: **ADD HERE**

Snoqualmie Arts Commission (SAC) is a City Commission with a mission to enrich the cultural lives of residents and visitors by placing art in public spaces and facilitating access to the arts. and is seeking qualified muralists or teams to create an outdoor mural for the west wall at 8002 Railroad Avenue.

PROJECT IMPLEMENTATION

Installation begins in the summer of 2023 (around July) with a completion deadline for September 30, 2023. Please see the included schedule in **Exhibit II, Schedule** for a complete timeline.

BUDGET

The all-inclusive budget for the mural is \$7,500.

Muralists must create the artwork within the all-inclusive budget. This budget includes all costs associated with the design, fabrication, delivery and installation of the artwork. The muralist's fee includes the costs of design, materials, fabrication, travel, liability insurance, tax and time spent in progress meetings and installation verification.

OVERVIEW

SAC seeks qualified muralists teams to design and create exterior mural for a single location in downtown Snoqualmie. The artwork will enhance the overall character and atmosphere of the downtown core and support a welcoming environment. The design of each mural should take

into consideration the location of the wall, the architecture of the structure, the viewing angles of the surface and the impact on the surrounding area.

The design must also meet the historic requirements of the Historic Downtown look and feel.

Snoqualmie is a close-knit and friendly community with significant tourism because of the town's proximity to the Snoqualmie Falls and other highly regarded destinations. The Snoqualmie River and surrounding mountains, including the stunning profile of Mt. Si, frame this local community and its numerous small businesses. It is our intent that this mural feel at home in the Valley, building on the unique qualities of the area.

LOCATION

ADD IN A PHOTO HERE

The location at 8002 Railroad Avenue on the side of a local business. It is located at the corner of SE King Street and Railroad Avenue. This wall is uniquely positioned to welcome visitors into the historic downtown area as they travel Highway 202. It is a high visibility location and will help set the tone for visitors to the area. The mural should enhance the unique qualities of Snoqualmie, incorporating aspects of its natural and aesthetic personality.

Styles/Subject Matter

SAC has identified styles and subject matter they would like to see. The mural should include a welcoming phrase, such as, "Welcome to Snoqualmie," "Snoqualmie," or "Snoqualmie Welcomes You," and should highlight the local area and tie into the visual elements of the Historic Downtown, which includes the required color pallet provided in **Exhibit I, Scope of Services**. These are intended as examples only. Please plan a mural to fill the entire wall.

ELIGIBILITY

SAC is seeking professional muralists or teams residing or working in Washington State.

TO APPLY

Application materials must be received on or before **ADD DUE DATE AND EXACT TIME**.

Any application materials received after the deadline will not be considered.

Applications must be uploaded to either **Call for Entries (CaFE)** or emailed to **nwiebe@snoqualmiewa.gov**.

1. ANSWER THE FOLLOWING QUESTIONS

Provide answers to the following questions (**ADD WORD OR PG LIMIT HERE**).

Only applications that specifically address these points will be considered.

- Why does this project interest you?
- Briefly describe your artistic practice and experiences and your areas of interest or inspiration. Please include your processes, such as the methods and techniques you use to imagine, plan, and complete a project?
- What is your experience in managing budgets of similar scale and working within time constraints?
- If you plan to work with a team, please include information about their backgrounds and experiences as well.

2. RESUME OR CV

Include your name, mailing address, phone number(s), email and web page (if applicable).

3. PORTFOLIO

Include 3-5 images or video clips of your murals – maximum of 5 examples allowed:

- Submit digital images in JPEG format, PC compatible no larger than 1920 X 1920 pixel resolution (do not zip your files).
- Label each image with muralist's name, number – for example Smith Nicole 01, Smith Nicole 02.
- Do not insert multiple photos into one image.

4. PORTFOLIO INFORMATION

Submit a list including information for each of the images and/or videos included in your portfolio with following information:

- Title, date, medium and dimension
- Location of artwork
- Brief description (maximum 100 characters)
- Budget
- Commissioning agency or client, and project manager (if applicable)

5. PROFESSIONAL REFERENCES

Three professional references, with title, phone and email addresses included.

CRITERIA FOR SELECTION

SAC intends to provide artwork for the community, which reflect aesthetic and technical quality, innovation, site-specificity and civic engagement. To ensure that the artwork meets the expectations of staff, neighborhood residents, and other stakeholders, the selected muralist or team may be required to participate in a rigorous design process.

This process includes place-based research, site visits and design meetings.

Muralists will be selected on the basis of their qualifications, as demonstrated by the quality of their past work and suitability of their artistic expression for this particular site. Muralist applications will be evaluated on the following criteria:

ARTWORK & DESIGN CRITERIA

FORM

- Visually engages and is contextually responsive to the community.
- Creates a sense of “place.”
- Produces high quality, innovative and meaningful artwork.
- Connects/articulates architectural form, massing and detailing.
- Integrates art into the fabric of the City.

FUNCTION

- Meets the programmatic requirements efficiently and creatively.
- Adds value beyond the expectations of the program without increase in cost.
- Creates artwork that is durable, easily maintainable and has low operational cost.

ENVIRONMENT

- Mitigates any impacts to surrounding environment.
- Produces artwork which contextually responds positively to the site conditions and to environmental policies.

TECHNOLOGY

- Muralist has a demonstrated ability to quickly ascertain project requirements, and to work with difficult materials, restricted site conditions and strict technical constraints.

PROCESS

- Ability of the muralist or muralist team to successfully execute the project within the project timeline and budget
- Ability of the muralist or muralist team to manage the design phase effectively to assure a high quality design
- Only muralists who meet these criteria should apply.

SELECTION PROCESS

Up to three muralists will be short-listed for interviews based on the qualifications and criteria listed in this muralist call.

The selection process will include multiple levels of review, including SAC, appropriate planning commissions, and the business owners of the site. Reviews will continue to be conducted through design revision and artwork installation.

A finalist/artwork proposal will be selected from a short presentation and interview(s).

Please refer to **Exhibit II, Schedule** for details regarding timeline.

DRAFT

SNOQUALMIE ARTS COMMISSION

MURAL PROJECT

EXHIBIT I

Scope of Services

THIS NEEDS TO BE INCLUDED WITH CONTRACT.

A. Definitions

Artist:

Client:

Site:

Wall:

Work:

B. General

The ARTIST shall be responsible for all services and furnish all supplies, materials, and equipment as necessary for the design, wall preparation, and execution of the artwork. This will include sealing the WORK at the SITE, and previously determined by the ARTIST, CLIENT and BUILDING OWNERS.

The WORK is described as follows: The ARTIST shall be responsible for the design, creation, site preparation and installation of artwork on the wall described in section A. DEFINITIONS as approved by the CLIENT. Final design will be presented to the CLIENT for approval.

C. Historic Downtown

The ARTIST SHALL....include requirements for Historic Downtown and Requirements of Planning Commission

D. Execution of Work

The ARTIST shall approach the design and execution of the work in accordance with the proposed process and timeline which was agreed upon by both ARTIST and CLIENT, including any additional or updated plans when mutually approved.

1. The ARTIST shall provide all labor and materials necessary to:
 - a. Design a mural acceptable to the CLIENT and BUILDING OWNERS
 - b. Prepare the wall to accept a new mural
 - c. Produce and complete a finished work of art (mural) on the WALL.
 - d. Seal the mural
 - e. Submit Maintenance Document
2. The ARTIST shall coordinate the schedule for implementation and completion of work with CLIENT.
3. The CLIENT shall have the right to review the WORK at reasonable times during the process.

E. Payment Schedule

Payment 1: \$XXX deposit for project initiation, design meetings with CLIENT and agreement for design concept.

Payment 2: \$XXX upon CLIENT's acceptance of final design

Payment 3: \$XXX upon completed delivery, installation, and transfer of artwork title.

Invoices are required before payment can be processed.

EXHIBIT II**Schedule****A. Request for Qualifications Publication Date**

- a. June 1

B. Xx**C. Notification of Award**

- a. August 1

D. Project State Date

- a. August 15

DRAFT - POTENTIAL SCHEDULE _ CLARIFY PUBLIC VS PRIVATE SCHEDULE

- o June 1 Release of RFQ
- o June 22 RFQ Response Required (three weeks)
- o June 29 NW/NH Short-List for Interviews Announced (one week)
- o Collaborative Interview/Design Process being Evaluated
 - How can we be thoughtful about this to streamline approval
- o August 1 Notification to Winner
- o August 5 Earliest Project Start
- o August 12 Required Project Start
- o September 23 Project Completion
- o September 30 Ribbon Cutting

RIBBON CUTTING: