



Squaxin Island Tribe

Request for Proposal

For the Design and Creation of Art Installations
for Education Department Remodel

Proposals Due by:
3:00pm, March 18, 2024

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1. Introduction

The Tu Ha' Buts Youth Center is seeking an artist, or collaborative of artists, to design and complete art pieces to be permanently featured in the newly remodeled Tu Ha' Buts Youth Center building. Surrounding the youth with community member-created art in their newly redesigned space will promote a sense of belonging, welcoming, ownership, and inspiration. This art may include, but is not limited to, carving, murals, panels, paddles, or any other medium that will enhance the newly remodeled building and establish a connection to the Squaxin Island Tribe's rich cultural history.

The submitted proposals shall include an artist's concept sketch of the intended final products and their placements in the Education Department.

All services performed and work products prepared under this contract must be rendered in accordance with the applicable tribal, federal, state and local codes, standards and guidelines.

2. Scope of Work

The scope of work is to design and create artwork that will be eventually mounted for public display throughout the education department floor of the Tu Ha' Buts Youth Center. The contractor shall be required to provide their own labor, tools and supplies.

3. Anticipated Services provided by Artist

The Squaxin Island Tribe anticipates the following list of services will be provided by the Artist:

- An artist's concept drawing provided as part of the proposal.
- Creation of art as described in contract.
- Installation of art in the Education Department after completion of the building remodel, no later than June 14, 2024.

4. Form of Agreement

An example of the standard contract which the Squaxin Island Tribe intends for use on this project is included as Attachment "A". The attention of each prospective Contractor to the terms and conditions of the example agreement in advance of submitting a response to this RFP is strongly suggested.

5. Other Considerations:

A. Indian Preference Policy

The Indian Preference Policy of the Squaxin Island Tribe entitles qualified applicants who are enrolled tribal members of federally recognized Indian tribes, or qualified businesses

owned by enrolled tribal members of federally recognized Indian tribes, to first consideration for contracts. Bidders for contracts who are not entitled to claim such preference or who fail to claim it shall be considered without regard to ethnic/national origin, gender, marital status, sexual orientation, religion, age, or disability status.

Indian Preference will apply to bids that are within ten percent (10%) of the lowest bid submitted by a qualified bidder not claiming Indian Preference, provided that the successful Indian applicant must agree to perform the work at the cost of the lowest bid submitted by a qualified bidder not claiming Indian Preference.

In circumstances where issues in addition to cost form a part of the decision making, for example design, experience, and/or timeliness, Indian Preference will be considered in the cost element only. In such circumstances, the bid documents will identify the relevant elements and the scoring methodology to be used. The Tribe (or any of its divisions or wholly-owned enterprises) shall offer a contract to a qualified Indian applicant provided the qualified Indian applicant agrees to perform the work at the cost of the lowest bid submitted by a qualified bidder not claiming Indian preference; provided further that the qualified Indian applicant scores equal to or higher than all other applicants for all non-cost elements.

B. Artist's Personnel

If the work is to be completed with the assistance of others, the Contractor shall use competent assistants experienced in the activities and tasks being performed and shall continuously monitor and oversee the contract work in accordance with the original vision and details, specifications and other applicable project documentation. All other employees shall have the skill, experience and any required licenses or certifications necessary to perform the Work assigned to them.

Contractor shall take all necessary precautions to correct circumstance and address the Tribe's concerns. Upon written request, the Contractor shall remove any individual identified by the Tribe, and such individual shall not be re-employed on the Project without the Tribe's prior written approval.

While working on this project on Squaxin Island Tribal property, all contractors and their assistants shall be drug-free and alcohol-free.

C. Anticipated Project Schedule

The Tribe hopes to enter into an Agreement with the selected Artist on or after March 25, 2024, and complete all services and work, and have available all deliverables and work products and full and beneficial use of the finished product by no later than June 14, 2024.

D. Procurement Process

The Squaxin Island Tribe intends to enter into only one agreement with the most highly qualified artist in association with this project, as determined by the Squaxin Island Tu Ha' Buts Youth Center panel.

E. Site Walk-Through

A walk-through for interested artists will take place by appointment, please contact Julie Youngs at 360.470.1493 or jyoungs@squaxin.us

6. Submittal Requirements:

To expedite review and assist in the evaluation, the Tribe requests submitted entries follow this format:

- A. Artist/Carver's Qualifications: a brief one or two-page letter highlighting particular qualifications for the position and perceptions about the project.
- B. Design: Concept sketches or other graphic depiction of the proposed artwork. All applicant artists retain all rights to concept sketches.
- C. Bid Price: a total fixed-price amount for all work required not to exceed \$18,000.
- D. Examples of recent similar or related art work by artist/carver (up to six examples). Submit only one artwork per image; do not submit mosaics of images.

7. References:

- A. List three people with whom you have worked on an art project who can describe your participation.
- B. Include name, title, address, e-mail and current daytime telephone for each reference

8. Submission deadline:

All submittals must be received no later than 3:00pm, March 18, 2024. Address proposals to:

Tu Ha' Buts Youth Center
Attention: Julie Youngs
TYC Director
Squaxin Island Tribe
70 SE Squaxin Lane
Shelton, WA 98584
Email: jyoungs@squaxin.us
360.470.1493

To be declared responsive to this RFP, any additional information requested by the Squaxin Island Tribe needed to complete its evaluation and/or ranking shall be delivered to the Tribe within 5-calendar days following the date of the request.

9. Selection Process

Entries received will be opened and evaluated at a later time by Squaxin Island Tribe Tu Ha' Buts Youth Center. The TYC staff shall have the sole and absolute discretion to award the contract that provides the best value to the Tribe. Their decision will be final and not subject to appeal.

We will not use any designs included in applications that are not selected.

For Questions call Julie Youngs: 360.470.1493

Attachments:

Addendum "A" sample contract