



CALL FOR ARTISTS REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)

LA COUNTY DEPARTMENT OF ARTS AND CULTURE SEEKS ARTISTS FOR A HEALTH DEPARTMENTS ARTIST ROSTER IN LOS ANGELES COUNTY

ARTWORKS TO INCLUDE: ART PURCHASES and COMMISSIONED CIVIC ARTWORK

RFSQ Issue Date:	February 1, 2022
Question Period:	February 1 – February 15, 2022
Optional Application Workshop:	February 15, 2022
FAQ Document Published:	February 22, 2022
Application Deadline:	March 9, 2022, 11:59 p.m. PST
Publication of Artist Roster:	April 4, 2022
Art Purchases Budgets (per artwork):	Varies: \$100 - \$250,000
Commissioned Art Budgets (per artwork):	Varies: \$5,000 - \$2,000,000
Project Locations:	Interior and exterior locations throughout LA County

1. OVERVIEW

The LA County Department of Arts and Culture (Arts and Culture)’s Civic Art Division (Civic Art) is inviting emerging and established professional artists residing or working within Southern California to submit qualifications for a Health Departments Artist Roster.

Artists selected for the Health Departments Artist Roster will be considered for upcoming projects for the LA County Departments of Mental Health, Health Services, and Public Health (Health Departments), including both purchases of existing artworks and site-specific commissioned artwork. New art opportunities will be made available to artists on the roster for art purchases and project commissions through subsequent selection processes.

The Health Departments Artist Roster will remain active for three (3) years with an option to extend the use of the roster for up to three additional one-year terms. An annual application and evaluation period will be held to add additional artists to the roster.

2. BACKGROUND

Arts and Culture’s mission is to advance arts, culture, and creativity throughout Los Angeles County. A relatively new County department, Arts and Culture serves as the local arts agency for LA County and provides leadership, services, and support to nonprofit organizations, artists, educators, and arts administrators—and the diverse range of audiences they reach.

In 2004, the Los Angeles County Board of Supervisors adopted the County’s first Civic Art Policy, allocating one percent (1%) of design and construction costs of new County capital projects to a Civic Art Special Fund for the creation of civic artworks. The County’s Civic Art Policy is managed by the Los Angeles County Department of Arts and Culture, through its Civic Art Division, to commission socially engaged civic artworks, as well as support conservation efforts, artistic and cultural services, and an evolving array of programming throughout the unincorporated areas of Los Angeles County in all five Supervisorial Districts.

As part of its 2016-2021 Strategic Plan, Los Angeles County continues to make major investments in the areas of health services to *Support the Wellness of our Communities*. These investments have led to an increasing number of civic art project opportunities at new and existing medical campuses across LA County. To streamline the application process for artists and administrators and deliver quality projects on time, Arts and Culture thereby seeks to establish the Health Departments Artist Roster comprised of diverse artists capable of meeting the thematic and technical needs of each project, as well as goals of our partners in the Departments of Mental Health, Health Services, and Public Health.

Department of Mental Health (DMH), with a budget of approximately \$2.4 billion, is the largest County-operated mental health department in the United States, directly operating programs in more than 85 sites, and providing services through contract programs and DMH staff at approximately 300 sites co-located with other County departments, schools, courts and various organizations. On average, more than 250,000 County residents of all ages are served every year. More information may be found here.

Department of Health Services (DHS) is the second largest municipal health system in the nation. Through an integrated system of 19 health centers and four hospitals – and through partnerships with community-based clinics – DHS annually cares for about 600,000 unique patients, employs over 22,000 staff, and has an annual operating budget of \$4.3 billion. DHS provides healthcare to youth in the juvenile justice system, to inmates in County jails and to children in foster care. Through the Housing for Health program, DHS aims to build 10,000 supportive housing units for chronically homeless individuals. The DHS Office of Diversion and Re-entry works with a variety of stakeholders to divert low-level offenders away from jails and into community-based treatment to reduce recidivism and improve health outcomes. More information may be found here.

Department of Public Health (Public Health) works to protect and improve health and well-being in the largest county in the United States, which is home to over 10 million residents. Public Health's mission is to protect health, prevent disease, and promote health and well-being for everyone in Los Angeles County. With 14 Public Health Centers located throughout the County, the Department provides free and/or low-cost services to those with no insurance or regular health care provider, including immunizations and communicable disease testing and treatment. One of Public Health's top priorities is to advance health equity. Research has increasingly shown that social and economic conditions contribute to approximately 40% of community health and longevity. Public Health is committed to reducing health disparities through collaborations with a wide-range of partners. The Department strives to support policies, practices and programs that lead to healthier environments. More information may be found here.

3. HEALTH DEPARTMENTS ARTWORK PRIORITIES

Civic art is an essential element of the vision and delivery model of successful patient experiences across County healthcare facilities, and provides a tangible opportunity to conjoin healing, art and community. Future projects will be designed to meaningfully resonate with each particular facility's clients, visitors, and staff, helping to provide a home-like setting within an institutional framework. Artwork will contribute to creating an environment that is calm, supportive, and healing for a diverse array of patients, visitors, and staff.

4. LOCATION FOR ARTWORKS

All artwork locations are to be determined at a later date depending on the specificities of each project.

5. BUDGET

Art Purchases Budgets (per artwork):	Varies: \$100 - \$250,000
Commissioned Art Budgets (per artwork):	Varies: \$5,000 - \$2,000,000

6. ELIGIBILITY

This call is open to emerging and established professional artists and artist groups 18 years of age or older, residing or working within Southern California (which includes Imperial, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, San Luis Obispo, and Ventura Counties).

Please also note:

Artists who have been commissioned for a civic art project with the Department of Arts and Culture are eligible to apply.

7. UPCOMING PROJECTS

An example of project opportunities which are currently in planning include:

April 2022

Art Commissions at Harbor-UCLA Medical Center's Inpatient and Outpatient Centers.

Located in the South Bay of Los Angeles County, Harbor-UCLA Medical Center has a very unique and diverse patient population. The mission of the Center is to ensure access to high-quality, patient-centered, cost-effective health care to Los Angeles County residents through direct services and through collaboration with community and university partners.

June 2022

Art Purchases at Rancho Los Amigos Medical Center's Recuperative Care Center and Residential Treatment Program. The County is building four of its first residential mental health and well-being campuses to address a continuum of needs for the population experiencing homelessness. These Restorative Care Villages will provide a new kind of environment for this vulnerable population, one with a comprehensive, holistic approach to the interrelated and complex needs of homelessness, substance abuse, mental illness, job training/housing, and medical co-morbidity. The Rancho Los Amigos Campus will include a Recuperative Care Center and a Residential Treatment Program.



Left to right: Aluminum mural by Olalekan Jeyifous for the Olive View-UCLA Residential Treatment Program D; Works on paper by Brian Hollister for Long Beach Mental Health Center; Photo-based mural and acrylic divider by Christine Nguyen for Sheila Kuehl Family Wellness Center.

8. TENTATIVE SCHEDULE

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First Publication of Artist Roster:

April 4, 2022

Next Annual Evaluation:

May 2, 2023

9. APPLICATION/RFSQ WORKSHOP (OPTIONAL)

Artists are invited to discuss the application process with Civic Art, including the technical questions related to applying through Survey Monkey Apply and strategies for successful submissions. Questions raised in the workshop will be posted publicly on Arts and Culture's website a week after the workshop.

Date and time: February 15, 6:30-7:30 pm PST

RSVP: <https://www.eventbrite.com/e/health-departments-artist-roster-rfsq-application-workshop-registration-257386719607>

10. SUBMISSION INSTRUCTIONS AND MATERIALS

All interested artists who meet the eligibility requirements above are invited to submit an application online through Survey Monkey Apply.

Apply online using the following link:

https://apply-lacdac.smapply.io/prog/call_for_artists-health_departments-_artist_roster-rfsq

Instructions for First Time Applicants

- Please create an account using the green REGISTER button.
- Fill-out your account information.
- Once you Verify your email, please make sure to use the LOG IN button to re-access the application platform.

Submission Materials

- 1. Work Samples.** Upload up to ten (10) images of your artwork. Work samples should include the date of completion, project budget, artist, client/agency (if applicable), medium, location (if applicable), brief description of the project. Each artwork must be uploaded in PDF file format. Each PDF must only include one (1) image.
- 2. Artist Statement/Description of Work.** 500 words (maximum) describing the themes, inspiration and questions explored throughout your work, as well as the materials, methods and techniques you use to create your work.
- 3. Resume/CV.** 1-2 pages (maximum) outlining your professional art qualifications, which may include previous projects, experience, education/training and other related credentials.
- 4. Qualifications Questionnaire.** Response to the following questions through written response:
 - a. Why are you interested in completing a project for the Health Departments? 500 words (maximum).
 - b. How do you see your artistic practice or existing work aligning with the Health Departments' artwork priorities (Section 3 above) and diverse audiences? 500 words (maximum).

- 5. County Provisions Verification.** Acknowledgement of the following Standard County Provisions:
- a. Public Records Act
 - b. No Conflict of Interest (Board Policies 5.090)
 - c. Consideration of GAIN/GROW Participants for Employment (Board Policy 5.050)
 - d. Fair Chance Employment Hiring Practices (Board Policy 5.250)
 - e. Safely Surrendered Baby Law (Board Policy 5.135)

11. SELECTION CRITERIA AND PROCESS

- **Selection Criteria** Artist applications will be evaluated according to the following criteria listed below and scored up to 100 points.

Criterion 1: Technical and Aesthetic Quality of Past Work (50% - Max 50 Points)

The applicant's past works and creative practice as expressed through their images, artist statement/description of work and resume/CV demonstrate a high level of aesthetic quality and technical execution. The concepts reflect originality and evoke a response.

Criterion 2: Suitability For This Roster (50% - Max 50 Points)

The applicant's images, artist statement/description of work, resume/CV and answers to the application questions demonstrate the applicant's suitability for the artwork priorities outlined by the Health Departments (Section 3, above).

- **Artist Roster Selection Process.** All eligible applications will be reviewed by a selection panel comprised of Arts and Culture staff and subject matter experts. Applicants who meet both the eligibility requirements in Section 9 (Eligibility) and score a minimum of 70 points or higher on the combined selection criteria scoring will be included on the Health Departments Artist Roster.
- **Art Purchases and Art Commissions Selection Process.** As each project opportunity becomes available, a Work Order will be issued to the Health Departments Artist Roster. Responses to the Work Order will be evaluated by a selection panel and a contract will be awarded to the applicant who best meets the needs of the solicited project.
- **Preference Program Participation.** In reviewing Work Order Bids, the County will give preference during the solicitation process to businesses that meet the definition of a Preference Program Participant (Local Small Business Enterprise L.A.C.C. Chapter 2.204; Social Enterprise L.A.C.C. § L.A.C.C. Chapter 2.205; Disabled Veteran Business Enterprise L.A.C.C. Chapter 2.211.) Learn more about these programs [here](#).
 - To apply for certification for a Preference Program, contact the Department of Consumer and Business Affairs at <http://dcba.lacounty.gov>.
 - Respondents may request credit for a Preference Program in each of their Work Order responses. Respondents must complete and submit the Request for Preference Program Consideration with each Work Order response and submit a letter of certification from the DCBA with their bid.

12. ADDITIONAL INFORMATION

- For questions about this RFSQ, please email Opportunities@arts.lacounty.gov.

- Placement on the Health Departments Artist Roster does not constitute an offer to contract or promise for remuneration or recognition and does not guarantee any minimum amount of business.
- Arts and Culture reserves the right to accept or reject any and all responses received, or initiate contracts through another process.
- All individuals or organizations that submit materials for review will receive confirmation of receipt.
- The information contained and/or any program or event described herein may be changed, amended, modified, canceled, revoked, or abandoned without notice at any time and for any reason in the sole discretion of Arts and Culture or the County of Los Angeles. The County reserves the right to waive inconsequential disparities in a submitted application.
- Selected applicant(s) to enter into a contract with the County of Los Angeles will be required to obtain a county vendor number and must accept the following County's Standard Terms and Conditions:

Sample Consultant Services Agreement and Scope of Work

County of Los Angeles Standard Terms and Conditions

County reserves the right to revise the Standard Terms and Conditions and contracted artists must accept the then-current version of said terms at the time in which it enters into contract with Arts and Culture.

- Arts and Culture is committed to fostering a diverse and inclusive workforce. Diverse applicants are encouraged to apply.

13. STANDARD COUNTY PROVISIONS

- **Covid-19 Vaccinations of County Contractor Personnel:** Proposer is advised that it must comply with Chapter 2.212 (COVID-19 Vaccinations of County Contractor Personnel) of County Code Title 2 - Administration, Division 4 as a condition of performing work under any awarded contract resulting from this solicitation. Proposers are advised to review the requirements of Chapter 2.212 (COVID-19 Vaccinations of County Contractor Personnel) and the sample contract requirements prior to submitting a proposal to this solicitation.
- **Insurance Requirements:** Selected applicants will be required to have commercial general liability insurance, automobile insurance (if applicable) and be registered vendor with the County of Los Angeles.
- **Public Records Act:** Responses to this RFSQ shall become property of the County. When Arts and Culture makes the final selection, all submissions in response to this RFSQ become a matter of public record, with the exception of those parts of each submission which are justifiably defined and identified by the applicant as business or trade secrets, and plainly marked as "Trade Secret," "Confidential," or "Proprietary." The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. The applicant must specifically label only those provisions of their respective submission which are "Trade Secrets," "Confidential," or "Proprietary" in nature.
- **Conflict of Interest (Board Policies 5.090):** No County employee whose position in the County enables him/her to influence the selection of an applicant for this RFSQ, nor any spouse or economic dependent of such employee, shall be employed in any capacity by applicant or have any other direct or indirect financial interest in the selection of an applicant. Applicant shall certify that he/she is aware of and has read Section 2.180.010 of the Los Angeles County Code. An applicant, or its subsidiary or Subcontractor is prohibited from submitting a proposal in a County solicitation if the applicant has provided advice or consultation for the solicitation. An applicant is also prohibited from submitting a bid or proposal in a County solicitation if the applicant has developed or prepared any of the solicitation materials on behalf of the County. A violation of this provision shall result in the

disqualification of the applicant from participation in the County solicitation or the termination or cancellation of any resultant County contract.

- **Consideration of GAIN/GROW Participants for Employment (Board Policy 5.050):** As a threshold requirement for consideration of a County Contract, applicants shall demonstrate a proven record of hiring participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) or General Relief Opportunity for Work (GROW) Programs or shall attest to a willingness to consider GAIN/GROW participants for any future employment openings if they meet the minimum qualifications for that opening. Applicants shall attest to a willingness to provide employed GAIN/GROW participants access to the Applicant's employee mentoring program, if available, to assist these individuals in obtaining permanent employment and/or promotional opportunities. Applicants who are unable to meet this requirement shall not be considered for a County Contract. Applicants shall complete and return the form, Attestation of Willingness to Consider GAIN/GROW Participants.
- **Acknowledgement of County's Commitment to Fair Chance Employment Hiring Practices (Board Policy 5.250):** On May 29, 2018, the Los Angeles County Board of Supervisors approved a Fair Chance Employment Policy in an effort to remove job barriers for individuals with criminal records. The policy requires businesses that contract with the County to comply with fair chance employment hiring practices set forth in California Government Code Section 12952, Employment Discrimination: Conviction History (Section 12952). Applicants are required to complete Attachment C ("Compliance with Fair Chance Employment Hiring Practices Certification"), certifying that they are in full compliance with Section 12952 for the term of any contract awarded pursuant to this solicitation.
- **Safely Surrendered Baby Law (Board Policy 5.135):** The applicant shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The information is set forth in Attachment D (Safely Surrendered Baby Law) of this solicitation document. Additional information is available at www.babysafela.org.
- **Protest Policy (Board Policy No. 5.055):** Any prospective Vendor may request a review of the requirements under a solicitation for a services contract. Additionally, any actual Vendor may request a review of a disqualification under such a solicitation, as described in the Sections below. Throughout the review process, the County has no obligation to delay or otherwise postpone an award of contract based on a Vendor protest. In all cases, the County reserves the right to make an award when it is determined to be in the best interest of the County of Los Angeles to do so.
 - Grounds for Review. Unless state or federal statutes or regulations otherwise provide, the grounds for review of any Departmental determination or action should be limited to the following:
 - Review of Solicitation Requirements Review. The solicitation's requirements and evaluation criteria unfairly disadvantage the protestor, or the solicitation's instructions were unclear and may result in the County not receiving the best possible responses from proposers.
 - Review of a Disqualified Application. The protestor's application was incorrectly reviewed and disqualified based on the solicitation's evaluation criteria.
 - Protest Process. Requests for review must be submitted in writing within the time specified by the Department. The request must identify the person or entity submitting the protest. The request must itemize in appropriate detail, each matter contested and factual reasons for the requested review.

END OF REQUEST FOR QUALIFICATIONS