

STATE of MINNESOTA  
MINNESOTA STATE COLLEGES AND UNIVERSITIES



**MINNESOTA STATE**

**Anoka-Ramsey Community College**

**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR  
Public Art Design and Commission**

**October, 2021**



*Exterior rendering of renovated Business and Nursing Building by Leo A Daly, Architect of Record*

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## SECTION I. GENERAL INFORMATION

## Background

Minnesota State is the fifth-largest system of higher education in the United States. It is comprised of 31 two-year and four-year state colleges and universities with 54 campuses located in 47 Minnesota communities. The System serves approximately 430,000 students each year. Minnesota State is an independent state entity that is governed by a 15 member Board of Trustees. For more information about Minnesota State, please view its website at [www.MinnesotaState.edu](http://www.MinnesotaState.edu).

## Purpose

The Minnesota State Board of Trustees, on behalf of **Anoka-Ramsey Community College (ARCC)**, hereafter referred to as the “Owner”, is soliciting qualifications from interested, qualified artists, and intends to commission art to be installed as part of the ARCC/CR-18 Nursing and Business Renovation project, hereafter the “Project.”

The purpose of this Request for Qualifications (RFQ) is to evaluate and select an artist, artist team(s), or multiple artists, to propose on the design and commission of original work(s) of art. The art will be located on the Coon Rapids campus, in a public space, in or near the Business and Nursing Building, located at 11200 Mississippi Boulevard, Coon Rapids, Minnesota 55433.

## Description of the Art Opportunity

The Art Committee desires original works of art to complement the renovation of the Business and Nursing Building as part of Minnesota’s Percent for Art in Public Places. The refreshed building houses all the business and nursing courses and includes modernized and flexible classrooms, simulation labs, faculty offices, a student common space, and an outdoor terrace.

While the Art Committee is open to the artists selecting the best locations for their work, the following public locations have been identified for two opportunities:

### **Opportunity 1: Exterior Public Artwork; \$65,000 budget; commission awarded to one artist or artist-led team**

1. Paved Terrace
  - Art within paved concrete
  - Sculptural or other large, outdoor art piece on patio
2. Lawn area in front of student commons
3. Lawn area connection building to riverside area

### **Opportunity 2: Interior Wall Pieces; \$20,000 budget; commission awarded to one or more artists or artist-led teams**

1. Main Hallway
  - “Gallery” type wall, with rail and lighting
2. Student Commons Area

## Goals

The Art Committee desires works from artists that will:

- Encompass themes such as water, healing, reflection/perception, community, commonality, connection, celebrate learning, welcoming, partnerships
- Create an inspiring beacon for the community of Anoka-Ramsey
- Offer an example of artistic excellence to our community members
- Offer solace for students

## Art Budget

The **total art budget for Opportunity 1 (Exterior Public Artwork) is \$65,000, with the commission to be awarded to one artist or artist-led team.** The **total art budget for Opportunity 2 (Interior Wall Pieces) is \$20,000, with the commission to be awarded to one or more artists or artist-led teams.** The total art budget includes preliminary design stipends, all materials and supplies, costs for production or fabrication, travel and lodging, documentation and record keeping, insurance, and other miscellaneous expenses. Final compensation will be negotiated with the selected artist(s).

## Proposed Art Schedule

Milestone	Date
Artwork Design approval, no later than	April 29, 2022
Fabrication	April-July 2022
<b>Art installation complete by</b>	<b>August 1, 2022</b>

Responders to this RFQ must be able to execute the project within the timeline shown.

## Eligibility

Anoka-Ramsey Community College employees, and members of the ARCC Art Committee are ineligible.

## Selection Process

The Art Committee will evaluate responses to the RFQ according to the criteria in Section III. Submission Materials and Evaluation. Members of the Art Committee include staff and faculty in the Art, Business, Nursing, and Theater Departments as well as general staff and a student representative.

The artists whose qualifications best fulfill the purpose of this RFQ, in the sole opinion of the Art Committee, will each receive a Request for Proposal (RFP) for a Preliminary Design. The Art Committee will select three finalists for Opportunity 1 (Exterior Public Artwork) and three finalists for Opportunity 2 (Interior Wall Pieces) to provide a Preliminary Design Proposal. Selected finalists will be given renderings of the building and interior spaces as the building will not be available to tour (though artists are encouraged to tour the campus).

Upon notification of being a finalist, artists or artist lead teams will receive a list of deliverables with the RFP. The RFP will include legal information about the contract, process, documentation, records, vendor requirements and responsibilities as well as other terms and conditions. Artists may request the legal information at any time.

If requested to provide a Preliminary Design Proposal, the stipend is **\$1,000** per artist or per team. The design proposal will be presented to the Art Committee virtually via Zoom. The artist(s) whose vision for each of the two art opportunities, timeline and budget, and preliminary design that best fulfill the criteria and goals, will be awarded the commissions.

**Selection and Implementation Timeline**

EVENT	DAY	DATE	TIME
RFQ advertisement	Friday	November 5, 2021	-
RFQ Questions due	Monday	November 29, 2021	2:00 PM
RFQ Addendum posted	Friday	December 3, 2021	-
<b>RFQ Response DUE</b>	<b>Monday</b>	<b>December 13, 2021</b>	<b>4:00 PM</b>

If selected as a finalist, the RFP timeline is as follows:

EVENT	DAY	DATE	TIME
Notify Artists to receive RFP for Preliminary Design	Monday	January 24, 2022	-
Voluntary Information Meeting via Zoom	TBD	TBD	TBD
Preliminary Design Proposals Due as requested	Monday	February 22, 2022	4:00 PM
Artist interviews via Zoom	Week of March 7, 2022		
Planned selection	Monday	March 21, 2022	-
Planned contract execution	Monday	April 11, 2022	-

If the Owner and the artist are unable to sign a contract by **April 18, 2022**, the Owner reserves the right to seek an alternative artist. It is expected that the art design process will begin immediately after the contract is signed.

**Questions Regarding This Project**

ARCC’s agent for purposes of responding to inquiries about the RFQ is:

Name: Kenneth Karr  
 Title: Director of Facilities  
 E-mail address: Kenneth.karr@anokaramsey.edu

Other persons are not authorized to discuss RFQ or RFP requirements. ARCC shall not be bound by and responders may not rely on information regarding RFQ or RFP requirements obtained from non-authorized persons.

Please include the name of the questioner and e-mail address. If appropriate, a change responding to questions or clarifications may be issued by ARCC in the form of addenda to the RFQ. All addenda will be posted at <http://www.minnstate.edu/vendors/index.html>. It is the artist's responsibility to check the website for any addenda.

## College Mission

Anoka-Ramsey is an open door, comprehensive higher education institution committed to excellence in teaching and learning. Anoka-Ramsey is committed to responding to the educational needs of its changing communities and to providing opportunities for enhancing knowledge, skills, and values in a supportive learning environment.

## College Background

Anoka-Ramsey, with two riverside campuses in Cambridge and Coon Rapids, has been a leading provider of higher education and training in East Central Minnesota since 1978 and the north suburban area of Minneapolis/St. Paul since 1965. Annually, the college serves more than 12,000 learners of all ages as they pursue associate degrees that transfer as the first two years of a bachelor's degree, or certificate programs that lead immediately to rewarding careers. Anoka-Ramsey Community College is a member of the Minnesota State Colleges and Universities system.

Beginning in 1965 with 600 students in a wing of Centennial High School in Circle Pines, Anoka-Ramsey Community College has grown considerably. In 1967, the college moved to the current Coon Rapids campus of approximately 103 acres. The Cambridge campus opened in 1978 and has shown consistent growth in enrollment and facilities. In addition, students may complete many Anoka-Ramsey college courses at convenient off-site locations throughout the neighboring communities. Today, more than 12,000 students attend the college.

The college has expanded students' access to four-year and graduate degrees by bringing programs from other institutions to its community college campuses. Course options include partnerships with Augsburg University, Bemidji State University, Metropolitan State University, Southwest Minnesota State University, and St. Cloud State University. Anoka-Ramsey Community College also focuses on providing professional development and continuing education programs for working adults.

## Program Background

### Business Program

The Anoka-Ramsey Community College Business Division provides foundational courses for many business certificates and degrees. The Business Division has a number of articulation

agreements in place allowing students to transfer their credits to affiliated colleges and universities. Courses are available as fully online, hybrid, and/or traditional residential courses on any of our aligned campuses.

Faculty who teach in the Business Division have real world experience combined with years of academic teaching.

The **Accounting Department** provides a strong accounting foundation to prepare students for entry level accounting employment and for entry into a baccalaureate business degree program. The student-friendly faculty employ accounting knowledge and experience in their classes and hold credentials such as Certified Public Accountant licensure, Certified Management Accountant licensure, and Master's in Business Administration degree. Accounting coursework offerings include financial accounting, managerial accounting, intermediate accounting, income tax, payroll, and computerized accounting. Use of computer software is threaded through the accounting curriculum.

The **General Business Department** provides students a valuable introduction to the business environment by focusing on current needs of the business community. These areas include topics such as Microsoft Office applications, management techniques, marketing skills, sales, entrepreneurship, communication processes, and social media use.

The **Human Resources Department** provides students the foundation of an application-oriented, skills focused, education that will prepare them for entry-level positions or promotion in human resource management. Students will develop acumen through a degree program that provides both a strong business core and a general education curriculum designed to support student academic and career success.

### **Nursing Program**

Anoka-Ramsey's accredited Nursing program consistently ranks at the top of Minnesota's nursing programs and is the second largest in the state as well as being one of the most popular degree programs at the college.

Anoka-Ramsey is a member of the Minnesota Alliance for Nursing Education (MANE), an alliance of Minnesota nursing programs dedicated to increasing the educational capacity for baccalaureate education. The MANE program is a shared, concept-based baccalaureate curriculum, based on a set of core competencies, intended to prepare graduate to provide care to individuals, families, and communities in health promotion, acute or chronic illness, and at the end of life. This shared curriculum provides a seamless transition from associate to baccalaureate nursing education.

The program is designed as four years of full-time study, with the first two semesters devoted to prerequisite/preparatory courses required for admission to the nursing program. Successful completion of five semesters leads to the option for an Associate of Science Degree in Nursing offered by Anoka-Ramsey Community College and eligibility to take the NCLEX-RN licensure

examination. The MANE curriculum continues for three additional semesters leading to a Bachelor of Science degree with a major in Nursing (BSN), offered by Metropolitan State University. It is intended that all courses will be offered at Anoka-Ramsey Community College.

## SECTION II. SUBMISSION MATERIALS AND EVALUATION

For both art opportunities, the criteria described below will be used to evaluate artists' qualifications. In general, submittals will be evaluated for completeness, detail, and thoughtfulness.

### Pass/Fail Requirements

The Respondent shall:

- 1) Submit a complete response by the due date and time. The campus must *receive* the email by the due date and time.

### Letter of Interest – 60 points

Tell us why you are interested in this specific project, your artistic process, and how you might engage the campus community around your work. Please clearly note which of the two art opportunities you are interested in, and limit your response to no more than *750 words*.

Factors favorable to the artist may include:

- Clear statement of commitment to the project and artist's availability
- Clear acknowledgement of the required responsibilities
- Creative approach to the project
- Understanding of campus, cultural influences, and demographics

### Resume – 10 points

Provide a brief resume, to a maximum of two pages. Factors favorable to the artist may include:

- Breadth of education and life experience
- Clear artist statement
- History of completed commissioned works, demonstrating timely execution of work

### Images – 30 points

Provide 10 images of past work. Clearly identify each image. Each image is to be a single work of art. Please do not use composite images (one piece and view per image). Save each photo as .png or .jpeg, then create and submit a [zipfolder](#) containing all of the images. Please title each file to correspond with your Image List and in the order you wish the images to be viewed by the selection committee (e.g. 1\_ArtworkTitle.png, 2\_ArtworkTitle.png).

Provide an Image List. Include relevant details about the work, such as medium, dimensions, title, date, or approximate value, and up to a 50 word description. Factors favorable to the artist are:

- Participation in public art projects
- Overall quality of the artist's work



## SECTION III. RFQ RESPONSE

### Submission

*By submitting a response to the RFQ for this project, the artist commits to the schedule and to dedicating the time for the duration of the artwork.*

Qualifications must be received by email at [kenneth.karr@anokaramsey.edu](mailto:kenneth.karr@anokaramsey.edu) no later than **4:00 p.m. CT on Monday, December 13, 2021.**

The response may not exceed 25MB. Limit the response to 1 (one) email with:

- 1 (one) .zipfolder of images; and
- 1 (one) pdf file attachment that includes the Letter of Interest, Resume, and Image List.

Additional materials will not be considered by the selection committee. Please label your zip and pdf file with your last name comma first name, for example Doe, Jane.pdf

Each submittal will receive an email confirmation of receipt within 24 hours of submission.

Artists are encouraged to submit materials in advance to allow for issues with technology to be resolved prior to the due date and time. Please contact [kenneth.karr@anokaramsey.edu](mailto:kenneth.karr@anokaramsey.edu) if you experience difficulty submitting qualifications *prior to the due date and time.*

Submittals received **after** the due date and time will not be eligible.

### Format

Digital images should be in a .zipfolder, separate from the pdf file of written material. The entire email file inclusive of all attachments shall not exceed 25MB. Be sure to include:

- Letter of Interest, no more than 750 words (submit as pdf file with Resume and Image List)
- Resume, no more than 2 pages (submit as pdf file with Letter of Interest and Image List)
- 10 Images (submit as .zipfolder of labeled .png or .jpeg files)
- Image list, including relevant details and no more than 50 word description per image (submit as pdf file with Letter of Interest and Resume)

Thank you!



## MINNESOTA STATE

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