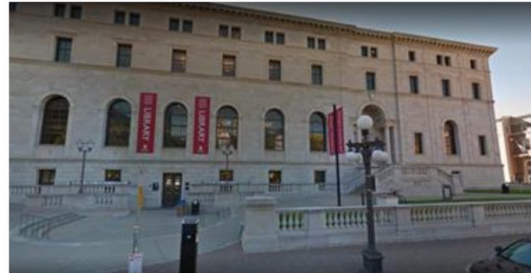


Innovation Lab at the George Latimer Central Library  
Public Art Window Display Commission Opportunity - Artist RFQ



#### ABOUT THE PROJECT

Since opening in 2016, a community of makers and artists has emerged in the practically hidden Innovation Lab in downtown Saint Paul. One by one artists, inventors, creators, entrepreneurs, and tinkerers have discovered the Innovation Lab through a Google search, an aimless walk, or a desire to discover something new in the old, familiar George Latimer Central Library.

In late 2018, the Knight Foundation gifted the Innovation Lab with a generous donation to continue their support of Saint Paul's downtown entrepreneurs and creative professionals by connecting them to technology, information, and community.

With this gift we will double the working space of the Innovation Lab, improve technology, and highlight our presence through the addition of public art that will be showcased through the windows of the Innovation Lab!

So why public art now? Many people are unaware that there is a makerspace in the Saint Paul Public Library!

Goals of the project:

- Create public art in the windows that attracts and brings in people from the outside.
- Use wayfinding to bring people up to the 3rd floor of the building.
- Create art that is accessible to all to show that this is a place for anyone to make art.
- Connect the Innovation Lab with other makers and artists.
- Create art visible from the outside that reflects what's happening inside.
- Promote the Innovation Lab as a place to access technology.

## ABOUT THE INNOVATION LAB AND GEORGE LATIMER CENTRAL LIBRARY

The Innovation Lab is a makerspace for adults. A place where creativity, entrepreneurship, and building technology skills are encouraged. It resides in the 3rd floor of the George Latimer Central Library-- an Electus Litchfield building in the Italian Renaissance Revival style. A creative makerspace for adults on the 3rd floor with views of Rice Park, Ordway Theatre, Landmark Center, and the historic Saint Paul Hotel to the north and the Mississippi River to the south.

At the Innovation Lab, everyone has access to:

- Laser engraver
- Recording studio
- 3D printer
- Vinyl cutter
- Digitization station
- Sewing machines
- Laptops with Adobe Creative Cloud
- Photo/Video lab with backdrops, lights, and microphones
- 1-on-1 assistance, workshops, and more

Introduction to the Innovation Lab:

[https://drive.google.com/file/d/1a1N4GCARfz69ZB7pPDEHYXZMVDTI\\_JQ/view?usp=sharing](https://drive.google.com/file/d/1a1N4GCARfz69ZB7pPDEHYXZMVDTI_JQ/view?usp=sharing)

Innovation Lab web page: <https://sppl.org/innovation-lab/>

Video from PBS Books Library Showcase:

[https://www.youtube.com/watch?v=QJhRpjq3zw&feature=emb\\_logo](https://www.youtube.com/watch?v=QJhRpjq3zw&feature=emb_logo)

## BUDGET FOR THE PROJECT

\$15,000

This all inclusive budget will include: engineering drawing, artist fee, materials, and fabrication fees. Artists are expected to manage the project within this budget.

Innovation lab will provide building engineer expertise from building maintenance crews and library staff will support the projects.

Artists are encouraged to use the technology and equipment at the Innovation Lab for the project. Artists will be asked to provide materials to use with the equipment.

## ARTIST/DESIGNER TEAM QUALIFICATION

- Artists may apply as individuals or teams.
- Emerging artists are encouraged.
- Available for interview on June 26, 2020
- Have a connection to downtown Saint Paul or the Innovation Lab.
- Selection committee members and their families are not eligible.

## SELECTION PROCESS

### Phase One: Selection of finalists

A committee will review all initial submissions to determine if they meet the basic qualifications. After the initial review, applications will be reviewed by a Selection Committee composed of Innovation Lab makers and artists, community members, and staff.

Selection of 3 finalists will be based on the following criteria:

- Quality of letter of interest
- Quality of work samples
- Ability of artist(s) to complete project based on bio and prior work experience

We are committed to a policy of providing opportunities to people regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, age, veteran status, or physical ability.

### Phase Two: Initial design concepts by finalists

Finalists will each receive a \$500 stipend to develop an initial concept and present in person to the Selection Committee. From this, the Committee expects to select the finalist for the project.

Selection of applicants will be based on the following criteria:

- Design concept's resonance with the project description
- Carry the ethetic power that brings people into Innovation Lab
- Aesthetic quality as related to the Innovation Lab and the Library
- The art installation should be a community asset and create sense of welcoming
- Mode of working and design process approach
- Ability to communicate and engage with Innovation Lab community members
- Experience working with diverse communities
- Connection to downtown Saint Paul or the Innovation Lab.

## SCHEDULE

April 10	RFQ announced
April 18	3:00pm Online Q and A session for the application via Webinar (Access to the info session here: <a href="https://zoom.us/j/725467595">https://zoom.us/j/725467595</a> )
April 23	6:00pm Online Q and A session for the application via Webinar (Access to the info session here: <a href="https://zoom.us/j/903155920">https://zoom.us/j/903155920</a> )
May 6	Deadline for questions

submit questions by 4pm to [aki@forecastpublicart.org](mailto:aki@forecastpublicart.org)

May 15	RFQ submission deadline submit by 11:59pm to <a href="mailto:consulting@forecastpublicart.org">consulting@forecastpublicart.org</a>
WEEK of May 18	Committee review and selection of finalists; selection results will be sent to all applicants. Selected finalists will receive \$500 to develop an initial concept that will be presented in-person to the Selection Committee.
June 26	Finalists present initial concepts in-person to the Selection Committee.
WEEK of June 29	Finalist will be notified and contracted to create the public art
By July 17	Final design approval with library and city engineer and designer
By end of October	Complete the installation

## HOW TO SUBMIT

Please provide the following in a single PDF document [work sample JPEGs can be sent as separate files]:

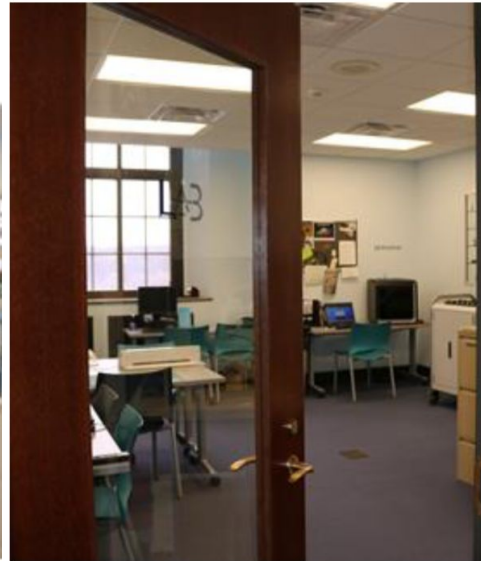
- Contact information for the lead artist
- One-page letter describing interest in project and approach to art making; please include statement addressing eligibility criteria, and your approach to research and stakeholder engagement
- One-page bio or resume; if you have multiple team members, please keep biographical information for each team member to one page.
- Work samples: up to 5 digital images of your recent projects. Individuals and teams are limited to 5 images maximum. Save all images as standard JPEG and label each with applicant's full name and number in sequence with list of work samples
- One-page document listing each work sample. Please provide a brief description

Please submit all RFQ materials via email to [aki@ForecastPublicArt.org](mailto:aki@ForecastPublicArt.org)

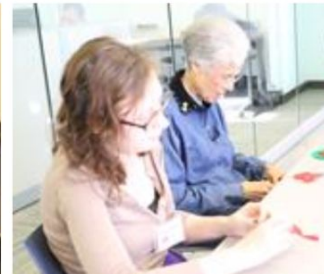
*All materials must be received by 11:59p.m. CST Tuesday, May 15, 2020.  
No RFQs will be accepted after this time.*

Do not submit a project proposal or design at this time.

Images from the Innovation Lab and George Latimer Library



There are media lab, recording studio, and more!



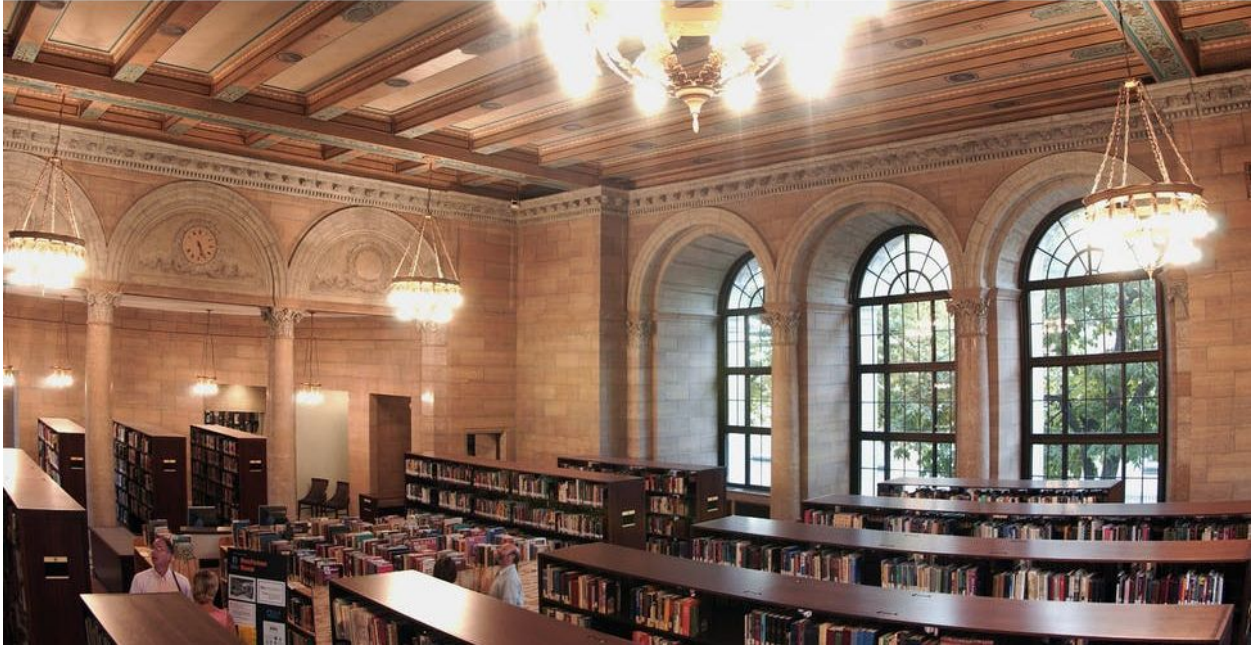
Space for many people to innovate and create!



Innovation lab meeting room with windows



Exterior of George Latimer Library (Innovation Lab is at 3rd floor)



First floor of the library