

Request for Proposals

Postmark Deadline: September 22, 2006

The Office of Public Art is seeking proposals from trained conservators to develop a condition assessment and estimate of conservation and repair for five public sculptures in the City of Pittsburgh's public art collection.

Scope of Services:

The Office of Public Art is a partnership program of the City of Pittsburgh's Department of City Planning and the Greater Pittsburgh Arts Council funded by The Heinz Endowments.

The Office of Public Art has developed a database of public art works in the City of Pittsburgh's collection and has identified five that are in need of repair and conservation. A conservator is needed to develop a condition assessment and an estimate of conservation and repair for these pieces. After this stage of the project is complete, The Office of Public Art will develop a schedule for completing the conservation on each work of art with the selected conservator.

The selected conservator will:

1. Meet with Office of Public Art representatives to discuss the five artworks chosen for conservation assessments and estimates of repair and conservation.
2. Visit the location where the five artworks are being stored.
3. Develop a condition conservation assessment for each artwork.
4. Develop a treatment plan for each artwork.
5. Prepare a cost estimate for the artworks' conservation and repair.
6. Deliver a final report that includes a hard copy and digital copy of the conservation assessment, treatment plan, and cost estimate for each work.

Project Timeline:

Proposal Deadline:	September 22, 2006 at 5pm EST.
Selection and Notification of Conservator:	October 6, 2006
Initial Meeting with Office of Public Art Staff:	October 2006
Initial Visit to Artwork Storage Facility:	November 2006
Scope of Services Complete:	January 15, 2007

Proposal Contents:

Conservators interested in submitting a proposal should include the following information in their packages:

- a. Letter of interest (1 page)
- b. Proposed project calendar based on the above timeline (1 page)
- c. Resume (up to 5 pages)
- d. List of 3-5 clients with descriptions of completed conservation projects (up to 5 pages)
- e. A budget for the scope of services listed above. The budget must include all costs associated with the project, including services fee, travel, research, documentation, and creation of final report.

Deadline for Proposals:

Proposals must be postmarked by September 22, 2006. This is not a postmark deadline. Proposals should be mailed or delivered to:

Lea Donatelli
Program Assistant
Office of Public Art
Department of City Planning
200 Ross Street, 4th Floor
Pittsburgh, PA 15219

Electronic proposals may be delivered to opa@pittsburghartscouncil.org. Electronic submissions must be in PDF format.

Questions?

Please contact Lea Donatelli, Office of Public Art, E: opa@pittsburghartscouncil.org or T: 412.391.2060 x233