



# City of Denton

City Hall  
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## AGENDA INFORMATION SHEET PUBLIC ART COMMITTEE

**DEPARTMENT:** Economic Development

**CM/ DCM/ ACM:** Bryan Langley

**DATE:** March 1, 2018

### **SUBJECT**

Receive a report, hold a discussion and give staff direction regarding an update on the Martin Luther King, Jr. Recreation Center public art procurement process.

### **BACKGROUND**

The Public Art Committee (PAC) Request for Proposals (RFP) draft was submitted for review to the City's Purchasing Department on November 9, 2017. The Purchasing Department is required to review all bid proposals to ensure the legal requirements are met before it may be advertised. This review identified evaluation criteria issues that will require clarification, and staff is currently working to make the necessary edits.

### **ESTIMATED SCHEDULE OF PROJECT**

Staff's goal is to assist the PAC in moving efficiently and effectively through the procurement process. Staff estimates the RFP will be ready to go out to the marketplace around April 1. The RFP will remain in the market for approximately three weeks.

PAC members Brian Wheeler, Michelle Lynn, and Georgina Ngozi, along with City staff member Caroline Booth, will serve as the evaluation committee. Committee review of the responses will take about 2 weeks.

After the evaluation is complete, the result will be presented to the full PAC for its review and recommendation to Council. The official award of the contract should take place in mid-summer 2018.

### **PRIOR ACTION/REVIEW (Council, Boards, Commissions)**

At the Nov. 2, 2017 PAC meeting, Denton Parks and Recreation staff shared a draft of the bid request wording submitted to Purchasing with the Public Art Committee. Board Members discussed the anticipated 2017-2018 Hotel Occupancy Funds increase be considered for the Martin Luther King, Jr. Recreation Center public art and that the marketing line item funding for the bid be utilized for renewing CaFÉ (CallForEntry.org) membership, a leading online application and adjudication system for managing public art calls for entry.

At its February 8, 2018 meeting, PAC members received clarification regarding the City's Request for Proposal process from the City's Purchasing Department. It was also suggested the citizen survey piece of the proposed request for bid be provided to the artist rather than the artist soliciting community input.

It was also suggested the PAC bring the proposal to the community group and solicit thoughts on the art selection.

**STRATEGIC PLAN RELATIONSHIP**

The City of Denton’s Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific Public Art Committee agenda item contributes most directly to the following KFA and goal:

**Related Key Focus Area: Economic Development**

**Related Goal: 4.4 Provide and support outstanding leisure, cultural, and educational opportunities**

**EXHIBITS**

Exhibit 1 – Agenda Information Sheet

Respectfully submitted:  
Caroline Booth  
Director of Economic Development

Prepared by:  
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Business Development Officer