1. The project informational meeting, held on Tuesday, November 26, 2019 was attended by the following: 1) Karen Snorek and Travis Barnes with Bemidji State University, 2) Jeanne Qualley with AFO Consultants and 3) 1 artist via teleconference.

2. Additional Information about the project provided by the Owner during the informational meeting is attached is the Power Point Presentation

3. As noted on the Transmittal Form in the RFQ, does an artist need to provide art for both the exterior and interior artwork?
   
   No, an artist does not need to provide art for both the exterior and interior spaces of the project. An artist can pursue either spaces or both. They should indicate which areas they are interested in on the Transmittal Form.

   End of Addendum #1
Bemidji State University
Hagg-Sauer Hall Project

Artist Informational Meeting
November 26, 2019

Agenda
General Information
Art Locations
Project Images
Timeline
Artist Selection Criteria
Conclusion
Questions
General Information

What is the Percent for Art Program?
*MN Percent for Art in Public Places program acquires works of art to be exhibited in and around state buildings in areas regularly accessible to the general public.*

What is the budget?
*The project total art budget is $78,000. This includes stipends for proposals, fees, material, installation and supervision, engineering costs, and other items noted in RFQ Section 1.4*

What is the deadline to complete?
*August 2020*

Theme of art pieces?
*We (BSU) are focused on the complexity of the relationship between a sustainable and transformative future, in which the plurality of the individual human and the diversity of cultural patterns are brought together to enliven and recreate the world.*

*Elements within the theme should be harmonious with the new building design and compliment the campus elements.*
Hagg-Sauer

- ‘New’ Hagg-Sauer Hall is currently under construction
- Two-story building
- Building square footage 27,700
- Nine classrooms
- One 328 seat lecture hall
- Student lounges
- One faculty resource room
Exterior Site
Art Locations - exterior
Art Locations - interior
## Timeline

<table>
<thead>
<tr>
<th>Event</th>
<th>Day and Date (2019)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQ Release Date</td>
<td>Monday, November 18, 2019</td>
<td>-</td>
</tr>
<tr>
<td>Informational Meeting</td>
<td>Tuesday, November 26, 2019</td>
<td>10:00 am (CST)</td>
</tr>
<tr>
<td>RFQ Questions Due</td>
<td>Monday, December 2, 2019</td>
<td>10:00 am (CST)</td>
</tr>
<tr>
<td>RFQ Questions Answered</td>
<td>Tuesday, December 3, 2019</td>
<td>-</td>
</tr>
<tr>
<td><strong>Deadline for RFQ Submittal</strong></td>
<td><strong>Friday, December 6, 2019</strong></td>
<td><strong>10:00 am (CST)</strong></td>
</tr>
<tr>
<td>Notify Artists to receive RFP/Presentation Information</td>
<td>Friday, December 13, 2019</td>
<td>-</td>
</tr>
<tr>
<td><strong>Deadline for RFQ Submittal</strong></td>
<td><strong>Tuesday, January 21, 2020</strong></td>
<td></td>
</tr>
<tr>
<td>RFP Presentation Information (selected artists)</td>
<td>Friday, January 24, 2020</td>
<td>9:00 am – noon (CST)</td>
</tr>
</tbody>
</table>
Artist Selection Criteria

Reference RFQ Section 4.1

ARTIST’S BIOGRAPHY, STATEMENT, and CAPACITY – 20 points
Factors favorable to the artist are:
• Breadth of education and life experience that would contribute to the overall stability of the artist
• Clear artist statement
• Clear statement of commitment to the project and artist’s availability
• History of completed commissioned works, timely execution of work

NARRATIVE DESCRIPTION – 30 points
Factors favorable to the artist are:
• Clear acknowledgement of the required responsibilities
• Creative approach to the project
• Understanding of theme and architectural influences

EXPERIENCE – 50 points
Factors favorable to the artist are:
• Participation in higher education or other public art projects
• Wall artwork or sculpture designs of similar size, scope and complexity
• Relevant graphic, architectural, and multi-media design
• Works of similar theme and subject matter (education)
• Appropriateness of past work to Minnesota State needs
Conclusion & Questions

Addendum:
• Posted on December 3, 2019 and will include this presentation
• Posted under ‘General Opportunities’ at http://www.minnstate.edu/vendors/index.html

Submission of RFQ Response:
• RFQ Section 2.4 & 2.5
• Due by Friday, December 6, 2019 at 10:00 AM
• Submit via email to Jqualley@AFOconsultants.com
• Response to be one electronic PDF document not more than ten (10) pages
• Include Transmittal Form and Attachments

Questions after today:
• RFQ Section 2.3
• Due by Monday, December 2, 2019 at 10:00 AM
• Submit via email to Jqualley@AFOconsultants.com
• Responses posted under ‘General Opportunities’ at http://www.minnstate.edu/vendors/index.html

Questions?

Thank you for your interest!