1. The Sign-In sheet and Agenda for the project informational meeting, held on Thursday, July 18, 2024 are incorporated as Attachment #1.

2. Additional Information provided by the Owner during the informational meeting is as follows:
   a. Size of opening for the artwork on the 1st floor is 6’ W * 7’ H * 15” D
   b. Maximum size of wall space for artwork on the 2nd floor is 12’ W * 10’ H
   c. Artwork on the 1st floor could be viewed from two sides or if a painting/mural is proposed a wall may be constructed in the opening.
   d.

3. When will the artwork be installed?
   a. Artwork installation to be completed by early August 2025. Installation to be coordinated with selected artist but could begin in June/July 2025.

4. Should the artwork be moveable?
   a. IHCC intends for the artwork to be permanent installations, however, the preference is for it to be movable occasionally for building maintenance (painting, floor cleaning, etc).

5. What is the finish palette of the building interior?
   a. See attached images.
      i. Pine Green is the main accent color.
      ii. Flooring in corridors is primarily resilient flooring (grey and pine green on floor edges)
      iii. Flooring in classrooms is grey.

End of Addendum #1
<table>
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## Technology & Business Building Renovation
### Inver Hills Community College
### Information Meeting 7/18/2024

| Introductions | 1. Owner - Paul DeMuth, Lynne Weierk - IHCC  
2. Owner representative - Jeanne Qualley - AFO |
|----------------|--------------------------------------------------|
| Goals          | 1. A timeless piece of art that will be designed by the Artist and in whichever medium they select. Thematic examples may include the following: a) Place, past, present and future matters, b) People matter and c) Bridges matter.  
2. Art in two locations: 1st floor entrance and 2nd floor 'link' between buildings |
| Budget         | 1. Art design and installation budget of $50,000  
2. Stipend of $1,000/artist for development of art concept during the RFP process |
| Selection timetable | 1. Questions due Monday, July 22 @ 5:00 PM and answered Wednesday, July 24  
2. Deadline for RFQ Submittal is Monday July 29 @ 2:00 PM  
3. RFP (2nd step in selection process) notification on Friday, August 16  
4. RFP Presentation (tentative) on Tuesday, September 10 |
| Design timetable | 1. Design proposal during RFP process  
2. Design development  
3. Production of the work  
4. Coordination and installation of the work  
5. Final documentation and records |
| Submission Docs | 1. PDF document (less than 10 MB), emailed, 10 pages  
2. Transmittal form  
3. Affidavit of Noncollusion  
4. Artist biography, statement and capacity  
Narrative description  
Experience/design management  
References (minimum of one) |
| Questions & Notes | |