

2023 Prequalified Public Art List



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TABLE OF CONTENTS

- 2 Prequalified Public Art List Overview
- 2 Application Summary
- 3 Eligibility Requirements
- 3 Selection Process
- 3 Restrictions on Communication
- 4 Evaluation Criteria and Scoring
- 7 How to Apply

Application Dates:

October 30, 2023 – December 15, 2023

Deadline:

December 15, 2023, 4:30pm, Central Standard Time

Application:

<https://sanantonio.gosmart.org/>

PREQUALIFIED PUBLIC ART LIST TIMELINE

Note: City Offices Hours are Monday-Friday 8AM-5 PM (CST), City Offices will be closed November 10, 23, and 24 for City Holidays.

- ❖ **October 30, 2023:** Application Opens at 8 AM CST
- ❖ **November 7, 2023:** Virtual Info Session at 6PM CST– [Recording of Meeting](#)
- ❖ **November 13, 2023:** In-Person Info Session at 6PM at Mission Branch Library 3134 Roosevelt Ave, San Antonio, TX 78214
- ❖ **December 12, 2023:** Recommend date to create a profile on the Artist Registry (required for San Antonio area applicants)
- ❖ **December 15, 2023:** Application Closes at 4:30 PM, CST
- ❖ **February 26- March 8, 2024:** Evaluation and Scoring of Applications
- ❖ **April 2, 2024:** Public Art Committee Approval
- ❖ **April 9, 2024:** Public Art Committee Approval
- ❖ **May 2024:** City of San Antonio City Council Approval
- ❖ **May 2024:** Decision notification to all applicants

PREQUALIFIED PUBLIC ART LIST OVERVIEW

MISSION STATEMENT: *The Department of Arts & Culture's Public Art Division is the City of San Antonio's program responsible for managing public art projects and programs that express the vibrancy and diversity of our community through art and place-making. The public art projects managed include those associated with the City's capital improvement programs that connect to the community through exhibits, presentations, outreach and planning initiatives. The Public Art Division works directly with all City departments and supports local public art efforts of visual artists, community groups, partnership organizations and outside agencies.*

City of San Antonio Public Art Projects are created by a team of individuals which include visual artists, design professionals, fabricators, installation experts, and marketing professionals. To be considered for future public art projects you first need to apply and be approved for the Prequalified Public Art List. Annually, the Department will hold applications for the Prequalified Public Art List which invites visual artists and support service providers to apply.

Applicants are scored by a panel made up of art experts who look at artistic merit and experience. The Panel's recommendations will need to be approved by the Public Art Committee, San Antonio Arts Commission, and City Council. Applicants to the Prequalified Public Art List cannot be panelists in the same application cycle.

If approved for the Prequalified Public Art List, you are eligible for public art projects for three years from the Council approval date. Staff will contact you for future project opportunities. Being on the Prequalified Public Art List does not guarantee work.

For more information, visit <https://www.getcreativesanantonio.com/Public-Art>

APPLICATION SUMMARY

There is one application for both visual artists and public art support services.

For 2023 there are two separate applications, one for San Antonio area residents and a second for Non-San Antonio area residents. If you have a question about your residency, please email PublicArt@sanantonio.gov. Each application is formatted for those applying as visual artists and/or support services.

San Antonio Area:

San Antonio area residents includes those living and working in Bexar County, and its surrounding counties of Kendall, Comal, Guadalupe, Wilson, Atascosa, Medina, and Bandera. When applying to the Artist Registry you can select your city or zip code location from a pre-populated field.

Non-San Antonio Area:

Non-San Antonio area residents includes those living and working outside of Bexar County and its surrounding counties of Kendall, Comal, Guadalupe, Wilson, Atascosa, Medina, and Bandera. You will not be able to complete a profile on the Artist Registry.

ELIGIBILITY REQUIREMENTS

- Practicing professional **visual artists** are eligible to apply as an individual, or as part of an artist group.
 - Artist representatives are ineligible to apply as artists.
 - Due to funding restrictions which require a physical asset which must last 20 years, performing artists or writers should not apply for the Prequalified list unless they also have a visual art practice. There may be opportunities to work with visual artists who create public art.
- Support service providers are eligible to apply.
- Individuals and artist groups can apply as both a visual artist and support services.
- Arts agencies and/or non-profit **organizations** who focus on visual arts are eligible to apply.
- Respondents may submit only one application.

Applications will not be considered if:

- Submitted after the posted deadline of December 15, 2023, at 4:30pm (CST).
- Incomplete or fails to adhere to the eligibility requirements listed in these guidelines. It will be marked as in-eligible.
- You are a performing artist or writer that does not create visual art.
- Scores below a minimum of 75.

SELECTION PROCESS

Applicants are scored by a panel made up of art experts who look at artistic merit and experience. The Panel's recommendations will be presented for approval by the Public Art Committee, San Antonio Arts Commission, and City Council.

RESTRICTIONS ON COMMUNICATION

Applicant will agree to Section 2-61 of the City Code. Applicants for the Prequalified Public Art List are prohibited from communicating with the following about their application: City of San Antonio employees, evaluation panelists, City Council and their staff, San Antonio Arts Commissioners (SAAC), and the Public Art Committee (PAC). The current listing of San Antonio Arts Commission and Public Art Committee members can be found at: <https://www.getcreativesanantonio.com/About-Us/San-Antonio-Arts-Commission>

Violation of this provision may lead to disqualification of your application from consideration. If you have questions, please email PublicArt@sanantonio.gov

No communication regarding this application process from the time the application is made available in the San Antonio GO Smart Management System until the date the selections are approved by the City of San Antonio's City Council in March 2024.

EVALUATION CRITERIA AND SCORING

Public Artists:

The information listed below identifies the criteria that will be used by the evaluation committee when reviewing applications. Examples of the highest criteria are included below:

Artistic Merit (up to 60 points)

- Use of design elements (color, form, proportion, etc.) and fabrication / installation (quality materials, durability, etc.).
- Work samples show originality and creativity.
- Quality of provided work samples.

Experience and Qualifications (up to 30 points)

- Previous public art and artistic experience.
- Public art, design, and/or fabrication or construction proficiency.
- Ability to meet City and client requirements including project schedules, scope, and budget constraints.

Collaboration (up to 10 points)

- Knowledge and experience in engaging the community.
- Experience in designing or collaborating as part of a design team.

Equity Impact Points (10 points) for selecting any one of the following in your application:

- Racial and Ethnic Communities of Color
- Women (applicants who identify as women)
- LGBTQIA+ (applicants who identify as LGBTQIA+)
- Veterans / Active Duty (applicants who are veterans as evidenced by providing their DD214/ VA Paperwork/ Military ID, etc.)
- Living with a disability or other chronic medical condition

Local Visual Artist (5 points)

- Respondent is local to San Antonio area.

Support Services:

The information listed below identifies the criteria that will be used by the evaluation committee when reviewing applications. Examples of the highest criteria are included below:

Merit (up to 60 points)

- Work experience and knowledge in the support service field.
- CV / Resume was provided.

Experience and Qualifications (up to 30 points)

- Previous professional experience.
- Proficiency in their field.
- Ability to meet City and client requirements including project schedules, scope, and budget constraints.

Collaboration (up to 10 points)

- Knowledge and experience in engaging the community.
- Experience in designing or collaborating as part of a design team.

Equity Impact Points (10 points) for selecting any one of the following in your application:

- Racial and Ethnic Communities of Color
- Women (applicants who identify as women)
- LGBTQIA+ (applicants who identify as LGBTQIA+)
- Veterans / Active Duty (applicants who are veterans as evidenced by providing their DD214/ VA Paperwork/ Military ID, etc.)
- Living with a disability or other chronic medical condition

Local Support Service (5 points)

- Respondent is local to San Antonio area.

Both Public Art & Support Services:

The information listed below identifies the criteria that will be used by the evaluation committee when reviewing applications. Examples of the highest criteria are included below:

Merit (up to 60 points)

- Work experience and knowledge in the support service field.
- CV / Resume was provided.
- Use of design elements (color, form, proportion, etc.) and fabrication / installation (quality materials, durability, etc.).
- Work samples show originality and creativity.
- Quality of provided work samples.

Experience and Qualifications (up to 30 points)

- Previous professional experience.
- Proficiency in their field.
- Ability to meet City and client requirements including project schedules, scope, and budget constraints.
- Previous public art and artistic experience.
- Public art, design, and/or fabrication or construction proficiency.
- Ability to meet City and client requirements including project schedules, scope, and budget constraints.

Collaboration (up to 10 points)

- Knowledge and experience in engaging the community.
- Experience in designing or collaborating as part of a design team.

Equity Impact Points (10 points) for selecting any one of the following in your application:

- Racial and Ethnic Communities of Color
- Women (applicants who identify as women)
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- Veterans / Active Duty (applicants who are veterans as evidenced by providing their DD214/ VA Paperwork/ Military ID, etc.)
- Living with a disability or other chronic medical condition

Local Support Service (5 points)

- Respondent is local to San Antonio area.

HOW TO APPLY

All proposals and supporting documents must be submitted via the [Online GO Smart Application](#) no later than **December 1, 2023, 4:30 pm, Central Standard Time**; late submissions will automatically be disqualified.

The application is a multi-step process:

Step One:

- A. Are you a San Antonio based visual artist? Before applying, make sure you create a free profile at the [San Antonio Artist Registry](#). Profiles can take up to three days to be uploaded, so do this as soon as you can. You will need to have the URL link to submit your application.

Evaluation panelists will use this profile as part of your application. Fill out and/or update your profile with as much detail as possible, your profile should include the following information:

- Name
- Contact information, including website, and social media.
- Biography
- Artist statement
- Work sample(s)
- CV/Resume
- Category of artist

- B. Are you a non-San Antonio based visual artist OR a support service provider? Please proceed to the next step and do NOT create an organization profile.

Step Two:

Applications must be submitted using GO Smart.

AVAILABLE HELP

- The Department of Arts & Culture will provide in-person and online info sessions that will address application instructions, requirements, and processes.
 - **November 7, 2023:** Virtual Informational Workshop at 6 p.m. CST – [Register to attend this session.](#)
 - **November 13, 2023:** In-person Informational Workshop at 6 p.m. CST at Mission Branch Library 3134 Roosevelt Ave, San Antonio, TX 78214
- Please be aware of the Restrictions on Communications.
- If you have any questions regarding this application, please contact Department of Arts & Culture, City of San Antonio by Email at publicart@sanantonio.gov

RESOURCES

- Need help? Check out these helpful resources.
- Have questions about using GO Smart to submit your application? Check out their [knowledge base](#).
- Further step-by-step help can be found [here](#).
- Are you applying as a San Antonio based visual artist and want to maximize your San Antonio Artist Registry Profile? Watch our [tutorial video](#).

Ready to Submit Your Application?

Visit

<https://sanantonio.gosmart.org/>

Open Call Dates: October 30, 2023–December 15, 2023

Deadline: December 15, 2023, 4:30 pm, Central Standard Time

