



Professional Art Conservators

Submission Deadline

12.7.23

REQUEST FOR QUALIFICATIONS (RFQ)

Overview

The City of Los Angeles Department of Cultural Affairs (DCA) seeks professional art conservators and firms to provide maintenance and conservation services for artworks managed by the Public Art Division.

This Request for Qualifications (RFQ) will enable DCA to create a Pre-Qualified list of up to twenty (20) conservators (including firms) who demonstrate the professional capacity to advise on the maintenance of artworks, artifacts, and architectural elements, as well as examine, conserve, and provide preventative care treatments and recommendations for artworks.

The Pre-Qualified list will be active for three (3) years with the option to renew the list for an additional year. Once selected to the Pre-Qualified pool, conservators will be invited to bid on specific conservation projects as opportunities arise. In addition, Pre-Qualified conservators may be asked to serve in an advisory role on Public Art projects including, the public art committee, new artwork donations and Department and citywide policies related to art conservation and restoration practices.

Background

DCA is the primary steward and agency responsible for the conservation, maintenance, and management of art and cultural assets acquired through the following public art programs: The City Art Collection; Public 1% for Art; Private 1% for Art; Murals Program and the former Community Redevelopment Agency Program. The combined art collections contain over 5,000 artworks.

The entire collection has grown to include a variety of artistic mediums, including: murals, paintings, prints, sculpture; furniture, historical materials, ethnographic artifacts, architectural elements such as stained glass, or cast stone emblems; works on paper, photographs, digital, media and light art. These works reflect the diversity of culture and artistic heritage of and within the City of Los Angeles. Most of the artworks are permanently-sited, integrated into the architecture and/or free-standing.

Criteria

Experienced conservators or firms must demonstrate the vision, past experience, and professional qualifications required to assess artwork; prepare treatment reports; clean artwork; and advise on the procedures on the conservation and maintenance of artworks and architectural enhancements as well as perform the outlined scope of services.

Additionally, examples of past work should conform to standards established by the American Institute of Conservation of Historic and Artistic Works as well as the United States Department of the Interior's Standards for the Treatment of Historic Properties.

Areas of Specialization

Selection will be based on demonstration of professional experience, strength of past work, training, and comprehensiveness of example proposal. Key considerations of the example proposal will include the research, presentation, and the appropriateness and professionalism of the condition assessment, treatment proposal, budget and timeline. Conservators will be evaluated based on each of their stated area(s) of specialization as shown below, and are not expected to exhibit expertise in all possible mediums.

- Sculpture/Kinetic Sculpture/Objects/Furniture
- Wall Murals/Easel Paintings
- Mosaics/Ceramics/Concrete/Tile/Other Stone Material
- Photography/Works on Paper
- Leaded Glass/Stained Glass/Other Glass Material
- Textile/Fiber Art
- Digital and Media Art (Video and Moving Image, Audio, Electronic and Programmable Light, Interactive Art)



Eligibility

This RFQ is open to applicants residing in the Southern California area, including the counties of Los Angeles, Riverside, San Bernardino, San Diego, and Ventura. Conservators may apply individually or as part of a firm. Employees of the City of Los Angeles are ineligible to apply.

11.17.23

Submission Deadline

Project Budgets

Project budgets will range from \$1,000 to \$300,000. Each budget will be all-inclusive and must cover all expenses associated with the proposal development and the project execution to clean, conserve and/or advise on the maintenance of artworks, as well as any required presentations, approvals, engineering services and/or City permits.

Selection Process

A selection panel composed of conservator/conservation professionals will convene to review all applications received in response to this RFQ, and select up to twenty (20) conservators or conservation firms for the 2023 Pre-Qualified Roster of Professional Art Conservators, which will remain active for three (3) years from the date of the selection panel. Applicants will be scored in the following areas:

- Experience
- Professional Training/Degree/Professional Affiliations
- Treatment Approach, Scope, and Range of past work
- Professionalism and thoroughness of application materials

Once selected, pre-qualified conservators or firms will be eligible to develop proposals as conservation projects are initiated by DCA. Upon receiving a conservation project and throughout all project phases, each conservator or conservation firm will be required to comply with all City codes relating to safety, accessibility, seismic and/or other issues, as appropriate for the project.

Submission Requirements & Deadline

All applications must be submitted electronically via [SlideRoom](#). The deadline is **11:59 PM PST on FRIDAY, DECEMBER 7, 2023**.

Incomplete applications and any applications submitted after the deadline will be deemed ineligible and not be considered.

A complete application must include:

1 CONTACT INFORMATION FOR CONSERVATOR

Including full name, firm name (if applicable), physical address, mailing address, telephone and email.

2 STATEMENT OF INTEREST

(PDF OR DOC format only, two [2] pages maximum). Describe your/ the firm's interest, experience and expertise in conserving artwork in the area(s) of specialization to which you are looking to attain pre-qualification. Please provide information about your scope of practice, whether conservation is your primary activity, and the area(s) of specialization in which you would like to be considered from the list noted above.

3 CURRICULUM VITAE

(PDF format only, twelve [12] pages maximum uploaded as attachment). Firms must list the names and positions of lead staff members who may be assigned to the conservation jobs. Include resumes for each individual showing pertinent experience, education, training, and professional conservation organization affiliations.

4 PAST WORK SAMPLE(S)

Include at least one (1) conservation projects completed within the last three (3) years. Briefly describe each project including information on the artwork (artist, date of fabrication, dimensions, material, location, commissioning agency), brief project summary, and overall budget. If more than one (1) area of specialization is checked off, please include one (1) past work sample per area of specialization.

For example, if the Textile/Fiber Art and Photography/Works on Paper areas of specialization are checked off, you would submit one (1) work sample of a conservation project per area of specialization (total of two past work samples).

5 CONSERVATION REPORT(S)

(PDF format uploaded as attachment). Provide at least one (1) sample of a condition or treatment report, conservation report, budget, and final report prepared for a client for each area of specialization you would like to be considered for.

For example, if the Textile/Fiber Art and Photography/Works on Paper areas of specialization are checked off, you would submit a conservation report for each area of specialization (total of at least two PDF attachments) that correspond to the stated past work samples and past work image samples. Each report should include the scope of work, treatment proposal, budget, and final assessment. Additionally, each attachment should be no more than five to seven pages maximum.

6 PAST WORK SAMPLE(S) IMAGES

(JPGs, 72 DPI minimum resolution + 5 MB maximum size per image file). Provide up to five (5) "before and after" shots relating to the past work sample narratives listed in your previous answer. The images should reflect work from each of the areas of specialization in which you would like to be considered.

For example, if the Textile/Fiber Art and Photography/Works on Paper areas of specialization are checked off and you submitted one (1) past work sample narrative per area of specialization, you would include up to five (5) "before and after" images that correspond to each past work sample narrative indicated previously (up to ten images total). All image files should be labeled with the title, year of completion, area of specialization, and one-sentence description of work completed in each project represented using SlideRoom's form, which will appear once an image has been uploaded.

Applicants are encouraged to register on the Regional Alliance Marketplace for Procurement (RAMP) website: <https://www.rampla.org/s/>. Technical support for RAMP may be requested on their support page: <https://www.rampla.org/s/support>.



Rights & Responsibilities

The Department of Cultural Affairs reserves the right to decline any or all submissions, extend the deadline for submissions, cancel this Request for Qualifications (RFQ), extend the time period for the pre-qualified list to be in effect, or cancel any pre-qualified list, at any time.

This RFQ is subject to MBE / WBE and the Living Wage, Contractor Responsibility, Equal Benefits Ordinances, and other ordinances in effect.

Questions ?

For technical guidance with the SlideRoom platform, visit the [support page](#). For questions about this RFQ, please contact Jamie Costa, DCA Public Art Division, at jamie.costa@lacity.org with the subject line DCA RFQ for Professional Art Conservators 2023.

RFQ is available online at culturela.org/grants-and-calls.

About DCA

As a leading, progressive arts and cultural agency, DCA empowers Los Angeles' vibrant communities by supporting and providing access to quality visual, design, literary, musical, performing, and educational arts programming; managing vital cultural centers; preserving historic sites; creating public art; and funding services provided by arts organizations and individual artists.

Formed in 1925, DCA promotes arts and culture as a way to ignite a powerful dialogue, engage LA's residents and visitors, and ensure LA's varied cultures are recognized, acknowledged, and experienced. DCA's mission is to strengthen the quality of life in Los Angeles by stimulating and supporting arts and cultural activities, ensuring public access to the arts for residents and visitors alike.

DCA advances the social and economic impact of arts and culture through grant making, public art, community arts, performing arts, and strategic marketing, development, design, and digital research. DCA creates and supports arts programming, maximizing relationships with other city agencies, artists, and arts and cultural nonprofit organizations to provide excellent service in neighborhoods throughout Los Angeles.

For more information, please visit culturela.org or follow us on Facebook at facebook.com/culturela, Instagram [@culture_la](https://instagram.com/culture_la), and Twitter [@culture_la](https://twitter.com/culture_la).