

Hill Fine Art Consulting, Inc.
340 Madison Court
Ft Myers Beach, FL 33931

June 15, 2018

Office of the City Clerk
City of Key West
1300 White St.
Key West Florida, 33040

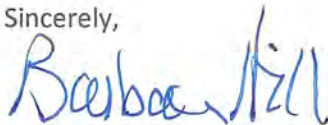
Re: Arts and Culture Master Plan Proposal for Truman Waterfront Park - RFP #009-18

Enclosed is my proposal to the City of Key West for the Truman Waterfront Park Arts and Culture Master Plan Consultant opportunity. I am president and sole employee of Hill Fine Art Consulting, Inc., a Florida S Corporation licensed by the State of Florida Division of Corporations and located in Lee County since 2005.

I have 28 years of professional experience in Florida's arts and cultural arena, including public art program planning and implementation for municipalities; cultural planning and grant writing for art and historic institutions and curatorial and collection management for art centers and cultural organizations. As a full-time homeowner who has lived on Florida's islands and coastal cities, I am familiar with our state's marine and port environments and its coexistence with residential communities and the tourism industry. On a personal note, my father ventured from Cape Cod with his scallop boat in the 50s to fish for shrimp in Key West and the Dry Tortugas. A year later my parents and I moved permanently to Florida, settling in another shrimping port, Fort Myers Beach. During my professional art career, I've worked in Miami, Sanibel Island, Tampa and Naples, returning in 2005 to this barrier island, just 132 miles due north of Key West.

I hope to have an opportunity to work with Key West staff, the Truman Waterfront Advisory Board, the city's Art in Public Places Committee, and friend and colleague Liz Young, director of Monroe County's Council of the Arts and other stakeholders to develop a vibrant, multidisciplinary arts and culture master plan to strengthen and connect Truman Waterfront Park with historic Old Town through innovative sustainable visual and performing arts initiatives. I applaud your city's outstanding arts and cultural vision and thank you for your consideration of my proposal.

Sincerely,



Barbara Anderson Hill, President
Hill Fine Art Consulting, Inc.
Mobile 239-293-3603
barbarahillart@outlook.com

QUALIFICATIONS

My expertise in public art, master planning for arts and culture and grants management spans several coastal cities with marine environments: Sanibel Island, Tampa, Sarasota, Naples and Fort Myers. As Public Art Administrator for the City of Tampa during the 90s, my responsibilities included budgeting, management and implementation of Tampa's public art program and collection as well as developing and implementing calls to artists and criteria for selection, re-siting works and organizing dedication ceremonies. To promote public art to the local business community, we hosted annual public art breakfasts to announce new projects and present awards to developers for their contribution to public art. Noted lecturers from the public art field brought inspiration to these well-attended events. I wrote and was awarded the Smithsonian Institute's *Save Our Sculpture* Grant which provided Tampa with a year-long community education engagement to promote best practices in object conservation nationally. One of the city's beloved historic landmark fountains was restored with funding from this grant. Further informing the public, Tampa Museum of Art's Executive Director and I hosted an award-winning cable TV show to promote city art events.

In 1998, I moved to Naples to accept the position of inaugural executive director and curator of the Naples Art Association's von Liebig Art Center, where I developed the center's education and exhibition programs, grants and sponsorships and its permanent collection. I successfully managed financial operations for six years, growing a sustained annual operating budget from \$350,000 to \$1.2 million with a \$1 million endowment. During this time, I served as volunteer charter member of the newly formed City of Naples Public Art Committee to develop its municipal public art program.

In 2006, Hill Fine Art Consulting, Inc. was contracted by the City of Fort Myers to develop a master plan to guide the city's public art program formed by ordinance in 2004. During my eight years working with the city and its Public Art Committee, four major public art projects were commissioned and installed; conservation assessments of its deteriorating historic artworks were completed, with several sculptures fully restored. The public art ordinance was also revised to reflect the city's commitment to care for its public art collection.

As current public art consultant for Lee County's Alliance for the Arts Phase One Team, we are in the final design phase of a collaborative project for an integrated, environmentally sustainable 2.2-acre park on the Alliance's 10-acre campus; to include a landmark site-specific sculpture denoting the entrance to the City, native landscaping, sidewalks, lighting and signage. The sculpture/fountain is a powerful commentary to southwest Florida's current coastal water quality issues. Its filtering system will naturally cleanse the water of the reconfigured retention pond. The team includes a nationally recognized environmental public artist who was selected from an invitational call, an architect and a landscape architect. Project is scheduled to be completed by fall, 2018. Using proposal narrative I initially wrote for the NEA Our Town grant application, the Alliance for the Arts was awarded \$50,000 NEA Art Works grant for this project.

QUALIFICATIONS, Barbara Hill, continued

Less relevant to this proposal but perhaps just as informative, is that I serve as independent curator and juror for art organizations and museums throughout Florida. I also consult with professional emerging artists throughout the United States, developing strategies to advance their studio practice. As co-curator, I worked with an archeologist to organize *Art Calusa*, an art exhibition accompanied with a scholarly catalog, which premiered in Ft Myers and subsequently traveled throughout Florida for several years, bringing greater awareness and understanding of Florida's native Calusa Indian culture to the public. In fact, it is the Calusa who first settled both Key West and Fort Myers Beach 2,000+ years ago, with Ponce de Leon establishing the first Spanish colonies on both these islands in the 1500s.

In the late 70s, I was one of the founders of the Barrier Island Group for the Arts (BIG Arts). This non-profit organization on Sanibel Island now presents year-round programs in both visual and performing arts as well as outdoor art and craft festivals. As an aside, I worked on Christo's *Surrounded Islands* in Miami in the 80s which, as a temporary three-week long \$3.5 million environmental public art project, was arguably the most impactful transformative artwork ever installed in Florida, giving greater public awareness to the disappearing sea grasses and sea life along Biscayne Bay's spoil islands.

I believe my breadth of experience in public art cultural planning and programming on a local, state and national level as well as my knowledge and appreciation of early Florida cultural history fully qualifies me as an excellent candidate for this consultant project.

METHODOLOGY AND APPROACH

As consultant working as an integral part of the city's team to provide an Arts and Culture Master Plan for Truman Waterfront Park, I will be responsible for fulfilling all Tasks A through E, as outlined in the proposal's scope of services. As part of the initial "listening phase", I will review findings and decisions determined to date by the City of Key West, Truman Waterfront Advisory Board, Park Arts Vision Team, Art in Public Places Board and other stakeholders to include the Studios Key West and Bahama Village Music program. Valuable input from these groups will provide the basis for conducting qualitative research from residents and visitors as to what they envision for the city's public spaces.

The goal of the Arts and Culture Master Plan for Truman Waterfront Park is to connect Key West's Historic Old Town with a world class urban park on the site of the 28-acre Waterfront Park, formerly a Naval base, providing a livable, inviting place for the community of residents and visitors to gather. Today's Key West embodies a rich cultural heritage with a diverse citizenry who live, work and play along the Gulf and Atlantic waters. While tourism and marine industries provide vital economic resources to the community, growth inevitably brings challenges which demand innovative solutions.

An eco-art workshop will feature a power-point presentation showing examples of artists and design teams who completed successful public art projects that address ecological and environmental issues, followed by a question and answer session to invite dialogue and direction. To augment this information-gathering process, a trip to view south Florida projects would be scheduled. Calls to artists and scope of services for each public art project would be based on criteria established by the stakeholders.

Truman Waterfront Park and the city's surrounding public spaces offers multiple possibilities to honor and pay tribute to Key West's rich cultural history traditions while also providing exciting innovative public art projects that address environmental and ecosystem concerns. Creative placemaking elements for all ages with an emphasis on an eco-friendly environment would include but not be limited to:

- An outdoor amphitheater for performing arts and events
- Public art Integrated into the design phase when possible, to function on several levels:
 - Site-specific, environmentally sustainable
 - Engaging and informative
 - Aesthetically pleasing
 - Low maintenance
- A community garden and market that engages the community
- Native landscaping, with interpretive text via smart phone or actual signage
- Open green space to accommodate events, activities such as poetry readings
- Pathways using recyclable materials
- A temporary outdoor sculpture program in designated areas with People's Choice award
- Shelter or gazebo structure
- Pathway for walkers, bikers, joggers; fitness path with stations, seating

METHODOLOGY AND APPROACH, continued

As the project progresses, I suggest a marketing strategy to continue to keep the community informed using the city's website, social media and tourist development council resources, with involvement from Visit Florida. Once the Park is open to the public these strategies will serve to reach a greater audience as the grand opening and ribbon cutting ceremony is announced.

In implementing the Arts and Culture Master Plan, Truman Waterfront Park and surrounding public spaces will offer a welcoming and engaging experience for the Key West community and its visitors. It will promote civic pride as it honors and pays tribute to the city's unique cultural heritage as a once bustling naval port; an historic fishing town of Conchs and Cubans long ago, seamen and life adventurers., past and present. Its public art and performing arts programs will inform and enlighten, and elevate conversations about art, community and the environment.

I advocate for and adhere to implementing best practices in the field of public art as established by the Americans for the Arts and its Public Art Network. I prefer to work in a collaborative, team environment where the sharing of ideas among community stakeholders can ensure optimum outcome. My personal mission is to foster greater awareness, appreciation and support for programs of excellence in art and culture for Florida's residents and visitors. I hope to extend that mission to Key West.

BARBARA ANDERSON HILL

RESUME

EDUCATION

- 1994 Museum Management Program, Post-Graduate. University of Colorado at Boulder
1987 University of South Florida, Master of Fine Arts Degree
1985 University of South Florida, Bachelor of Arts Degree

PROFESSIONAL EXPERIENCE

Hill Fine Art Consulting, Inc.

- Public Art Consultant, Alliance for the Arts, Ft Myers 2016 - present
Public Art Consultant. City of Fort Myers 2012 - 2015 and
2006 - 2010
Curator, Bob Rauschenberg Gallery, Edison State College, Ft Myers 2011 - 2012
Advisor, Millenia Gallery, Orlando, FL 2004
Consultant, Holocaust Museum, Naples, FL 2004
Private Clients 2004 - present

Full Time Staff Positions

- Executive Director,
Edison & Ford Winter Estates Foundation, Ft Myers 2005 - 2007
Inaugural Executive Director,
The von Liebig Art Center, Naples 1998 - 2004
Public Art Administrator, City of Tampa, Tampa 1996 - 1998
1990 - 1991
Manager, Grants and Major Gifts, Ringling Museum of Art, Sarasota 1995 - 1996
Curator of Exhibitions and Collection Manager,
Florida Gulf Coast Art Center, Belleair 1991 - 1994
Gallery Director,
Gilman Stein Gallery, Tampa 1987 - 1990

Adjunct Teaching Experience

- Art Instructor, Edison State College 1984 - 1987
University of South Florida, Fort Myers campus 1986 - 1987

City of Fort Myers Public Art Projects

- What Dreams May Come and How They Fly*, Cheryl Foster, Clemente Park
Marks & Brands, Stacked Brands, Peter Mitten, First Street and Lee County Public Library
Parallel Park, Marylyn Dintenfass, Lee County Justice Center Parking Garage
Fire Dance, David Black, Centennial Park

Lee County Public Art Project

- Fountain*, Arthur Silverman, Lee County Sports Complex, Fort Myers

City of Tampa Public Art Projects

Lightning, Jonathan Borofsky, NHL Tampa Bay Lightning Amalie Arena
Ybor City Streetscape, Connie Lloveras, Tampa
Winged Figure: From the Firmament, Michele Oka Doner, Bayshore Blvd.
Movement in Space, Ross Lewis, YMCA Interbay Center
Fountain, Yaacov Agam, Tampa Bay Convention Center
Re-siting of work by Linda Howard, Geoffrey Naylor, Mary Ann Unger to Bayshore Blvd
Re-siting of sculpture by Lyman Kipp to Tampa Museum of Art
Equanimity, Bud Olseon, Bayshore Blvd.
Fish on Bayshore, Lorraine Genovar, Bayshore Blvd.
Arcade, 2 pedestrian bridges, Robert Calvo, Al Lopez Park
Al Lopez, Immigrant Statue, Tony Pizzo: Three commemorative sculptures by Steve Dickey

Presenter, Panelist for Visual Art

Co-Presenter, "Curating Art Calusa Exhibition, Florida Association of Museums, 2017
Presenter, "What Do Jurors Look For?", SWFL Pastel Society, Bonita Springs, 2016
Co-Presenter, "Artist as Entrepreneur", Alliance for the Arts, Ft Myers, 2015
Presenter, Greater Naples Leadership Arts Day, Naples, 2011
Lecturer, "Collecting Contemporary Art", Naples Resort, Naples, 2010
Grant Review Panelist, Palm Beach Cultural Council, 2009-2010
Selection Committee, Florida Art-in-State Buildings Program, FGCU, Estero, 2002 – 2004
Public Art Committee, City of Naples Public Art Program, 2001-2004
Presenter: Florida Association of Museums Annual Conference, 2004
Panelist, U.S. Government Art in Architecture Program, Federal Courthouse, Tampa, 1997
Florida Division of Cultural Affairs, Cultural Program Grant Review Panelist, 1996
Women's Issues Symposium, Brevard Museum of Art, Melbourne, 1996
Panelist: Artist Survival Workshop, Hillsborough County Arts Council, 1992

Juror, Fine Art Exhibitions

NAWA Annual Exhibition, Marco Island Center for the Arts; Art Center Manatee; South Carolina Juried Exhibition at Spartanburg Art Museum, S.C.; Tampa Museum of Art, Tampa, FL; Alliance for the Arts, Fort Myers; Barrier Island Group for the Arts, Sanibel, FL; Rookery Bay, Naples; Brevard Art Museum, Melbourne, FL; University of South Florida Contemporary Art Museum, Tampa, FL; The Art Center, St. Petersburg, FL.

Juror, Art Festivals

Naples National Art Festival, Naples; Artfest, Ft Myers; Gasparilla Art Festival, Tampa; Sunfest Art Festival, Palm Beach; Tarpon Springs Art Festival, Tarpon Springs, FL; BIG Arts Festival, Sanibel

Independent Curator

Laura Waller: Rockland, Tampa and NYC, Dunedin Fine Art Center, Dunedin, 2019
Art Calusa: Reflections of Representation, City Pier Building, Ft. Myers, FL; 2013
Theo Wujcik Retrospective, Bob Rauschenberg Gallery, Edison State College, 2012
Undercurrent/Overview 2, Tampa Museum of Art, Tampa, FL

Bicultural Identities, Three émigrés from Bosnia, China and Viet Nam, Dunedin Fine Art Center
Sculpture Exhibition Program, NationsBank Plaza, Tampa, FL

Florida Woman Artists, a permanent art collection for Woman's Care of Brandon, Brandon, FL

Artist Publications

Mally Khorasantchi: Contributing author, artist monograph, published 2011

Marylyn Dintenfass: Essay for *Parallel Park*, publisher, Hudson Hills Press, 2011

Collection Catalog

Collection of Contemporary Art by Florida Women, Woman's Care of Brandon, FL 1991

Exhibition Catalogs

Port Side: Paintings by Laura Waller; Clayton Galleries, Tampa, 2017

Working Waterfront: Paintings by Laura Waller; Clayton Galleries, Tampa, 2015

Searching for the Image: Six Artists from the New York Studio School, The von Liebig Art Center, Naples, FL Co-curator, Graham Nickson, 2003

Domesticity Revisited, The von Liebig Art Center, Naples, FL, 2000

Refiguring the 90s, The von Liebig Art Center, Naples, 1999

Remnants: Installations by Five Cuban American Artists, Florida Gulf Coast Art Center, Belleair, FL, 1994

Current Member

- Emeritus Board Member, Florida Association of Public Art Professionals
- Advisory Board Chair, City of Fort Myers Beach Mound House, Member 2006 -present
- Board Member, Alliance for the Arts, Fort Myers, FL 2017-
- Advisory Board, University of South Florida Contemporary Art Museum and Institute for Research in Art, Tampa, FL 1990-1999; 2014 -
- Friends of the Mound House Museum, Ft Myers Beach, FL, 2006 -
- Florida Association of Museums, 1992 -
- Americans for the Arts, 2006 -
- American Alliance of Museums, 1992 -

Past Achievements

- Board of Directors, Gulfshore Playhouse 2006 – 2009
- Leadership Council, Gulfshore Playhouse, 2006
- Leadership Institute, Class of 2004
- Women of Achievement 2002 Award, American Association of University Women
- Southwest Florida's Men and Women of the Year 2001 Award, Gulf Shore Life Magazine, Naples, FL
- Leadership Collier, Class of 2000
- Founding Emeritus member of Florida Association of Public Art Professionals, 1998
- Honor Society of Phi Kappa Phi, University of South Florida Chapter, 1984
- U. S. Fulbright Scholarship Candidate to Norway, 1987

ORGANIZATION CHART

Barbara Hill is sole owner/employee of Hill Fine Art Consulting, Inc. Bookkeeping and accounting is outsourced to Marino & Scola Consulting, Inc., Marco Island, FL

CLIENT REFERENCES

Honorable Randy Henderson, Mayor, City of Fort Myers, FL

Lydia Black, Executive Director, Alliance for the Arts, Fort Myers, FL

WORKLOAD CAPACITY

To ensure Key West receives my full commitment and involvement, I intend to devote 80% of my work week as the Arts and Culture Master Plan Consultant. Since I live in Southwest Florida with easy access to Key West via flights and ferry, I have no concerns about travel expenses incurred during this project.

Current workload capacity includes curating an exhibition for the Dunedin Fine Art Center which opens January 2019; some preliminary work has been completed. As consultant to the Alliance for the Arts, most of the work for which I was responsible has been completed, with installation and dedication ceremony scheduled for fall 2018. I currently serve on several art and historical boards as a volunteer, but a temporary absence does not present a problem. To ensure that Key West receives my highest priority, I can be very flexible with my schedule, available for meetings and planning sessions as requested. Most of the writing and reporting responsibilities can occur while at my home office. The remaining 20% for the above and artist client obligations will be scheduled as available time permits.

My key priority in working with the city and its stakeholders is to meet and exceed my consultant responsibilities and deliver the finalized master plan to the city commission for approval.

State of Florida

Department of State

I certify from the records of this office that HILL FINE ART CONSULTING, INC. is a corporation organized under the laws of the State of Florida, filed on January 28, 2005.

The document number of this corporation is P05000015032.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on January 13, 2018, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Ninth day of June, 2018*



Ken DeFries
Secretary of State

Tracking Number: CU4700317333

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

THE FOLLOWING WILL BE SUBMITTED WITH THE PROPOSAL

List items to be performed by CONTRACTOR's own forces and the estimated total cost of these items.
(Use additional sheets if necessary.)

Project Administration to Public Art & Performance
Consultant Barbara Hill will be responsible for tasks
A-E as stated in Scope of Services \$ 75,000

SUBCONTRACTORS

The Proposer further proposes that the following subcontracting firms or businesses will be awarded subcontracts for the following portions of the work in the event that the Proposer is awarded the Contract:

Name

City State Zip Street

Name

Street City State Zip

PROPOSER

The name of the Proposer submitting this Proposal is Barbara Hill
Hill Fine Art Consulting Inc. doing business at

340 Madison St. Myers Beach FL 33931
Street City State Zip

which is the address to which all communications concerned with this Proposal and with the Contract shall be sent.

The names of the principal officers of the corporation submitting this Proposal, or of the partnership, or of all persons interested in this Proposal as principals are as follows:

If Sole Proprietor or Partnership

IN WITNESS hereto the undersigned has set his (its) hand this _____ day of _____ 2018.

Signature of Proposer

Title

If Corporation

IN WITNESS WHEREOF the undersigned corporation has caused this instrument to be executed and its seal affixed by its duly authorized officers this 12 day of June 2018.

(SEAL)

Hill Fine Arts Consulting
Name of Corporation

By Barbara Hill
Title President
Attest _____

Sworn and subscribed before this 12th day of June, 2018

NOTARY PUBLIC, State of Florida, at Large

My Commission Expires: January 19th, 2020



x Nicole Farmer
Notary Public

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
COUNTY OF LEE : SS
MONROE)
NF

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

By: Barbara Hill

Sworn and subscribed before me this

12th day of June, 2018.

Nicole Sarmet
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: January 19th, 2020



ANTI - KICKBACK AFFIDAVIT

STATE OF Florida)
)
COUNTY OF LEE) : SS

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: Barbara Hill

Sworn and subscribed before me this 12th day of June, 2018.

Nicole Farmer
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: January 19th, 2020



SWORN STATEMENT UNDER SECTION 287.133(3)(A)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid or Proposal for Arts + Culture
Master Plan Consultant - Truman Waterfront Park
2. This sworn statement is submitted by Hill Fine Art Consulting
(Name of entity submitting sworn statement)
whose business address is 340 Madison St. Ft Myers Beach
FL 33931
and (if applicable) its Federal Employer Identification Number (FEIN) is _____
20-2245028
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____)
3. My name is Barbara Hill
(Please print name of individual signing)
and my relationship to the entity named above is President/Owner
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any bid or contract for goods or services to be provided to any public or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means

- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

_____ There has been a proceeding concerning the conviction before a hearing of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted VENDOR list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted VENDOR list. There has been a subsequent proceeding before a hearing officer of the State of

Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted VENDOR list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been put on the convicted VENDOR list. (Please describe any action taken by or pending with the Department of General Services.)

Barbara Hill
(Signature)
6/12/18
(Date)

STATE OF Florida

COUNTY OF LEE

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

Barbara Hill who, after first being sworn by me, affixed his/her
(Name of individual signing)

Signature in the space provided above on this 12th day of June, 2018.

My commission expires: January 19th, 2020

Nicole Farmer
NOTARY PUBLIC



CITY OF KEY WEST INDEMNIFICATION FORM

To the fullest extent permitted by law, the VENDOR expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents and employees (herein called the "indemnitees") from any and all liability for damages, including, if allowed by law, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, caused in whole or in part by any act, omission, or default by VENDOR or its subcontractors, material men, or agents of any tier or their employees, arising out of this agreement or its performance, including any such damages caused in whole or in part by any act, omission or default of any indemnitee, but specifically excluding any claims of, or damages against an indemnitee resulting from such indemnitee's gross negligence, or the willful, wanton or intentional misconduct of such indemnitee or for statutory violation or punitive damages except and to the extent the statutory violation or punitive damages are caused by or result from the acts or omissions of the VENDOR or its subcontractors, material men or agents of any tier or their respective employees.

VENDOR:

Barbara Hill, Hill Fine Art Consulting SEAL:
340 Madison Ct., Ft Myers Beach, FL 33931
Address Barbara Hill
Signature Barbara Hill
Print Name President
Title

DATE:

6/12/18

Sworn and subscribed before this 12th day of June, 20 18

Nicole Farmer
NOTARY PUBLIC, State of Florida, at Large

My Commission Expires: January 19th, 2020



X

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Florida)
: SS
COUNTY OF LEE)

I, the undersigned hereby duly sworn, depose and say that the firm of Kill Fine Art Consulting provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: Nicole Farmer
Notary Public

Sworn and subscribed before this 12th day of June, 2018

NOTARY PUBLIC, State of Florida, at Large
My Commission Expires: January 19th, 2020



CONE OF SILENCE AFFIDAVIT

STATE OF Florida)
 : SS
COUNTY OF LEE)

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Mill Fine Art Consulting have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence (attached).

By: Barbara Hill

Sworn and subscribed before me this

12th day of June 20 18



Nicole Farmer

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: January 19th, 2020

ADDENDUM NO. 1

To All Proposers:

The following change is hereby made a part of RFP #009-18 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Is the RFP confined to contractors from the region? If not, is there additional funding available for travel?

Answer: No, there are no geographic/local preferences. Only \$1,000 of travel money has to be claimed for grant purposes. Travel costs must adhere to the NEA's General Terms and Conditions (Attachment A in RFP). How much money is actually spent for travel is up to the consultant and comes from the milestone lump sum payouts.

2. I am a W/DBE. Is there specific paperwork I should be submitting?

Answer: There are no requirements for W/DBE paperwork at this time. However, please mention, at a minimum, the W/DBE status in your proposal.

3. The RFP is titled Arts and Cultural Master Plan for Truman Park to be replicable to other "arts and cultural projects", but the scope is outlining a Public Art Master Plan – please clarify which type of plan the City is seeking for this project.

Answer: We want the Plan to reflect the Community's input/requests for public art at the Park to include all of the arts; Performing, Visual and Literary. And the possibility of some "integrated" public art – even though the Park is nearly complete.

4. Regarding this statement....*"The format and documentation of this process is important, because although focused on the Truman Waterfront Park, needs to be replicable throughout the City of Key West for other arts and cultural projects"*.

- a. Please clarify what other projects are being referred to? To be replicable, the projects would need to be very similar – does this mean for other similar parks in Key West?

Answer: The process needs to be replicable for potential Public Art & Cultural projects in other public spaces on a smaller scale.

5. Can you provide the names of the artists selected for the Parks Vision Team?

Answer: The Parks Vision Team will have 10 people, 2 each appointed by the grant partners, but has not been formed yet. If the Team is complete before the RFP deadline we will release the names via Addendum.

6. There are two-line item summaries in the RFP – one on Page 8 and one on page 32 which do not align. Our questions regarding the budget are below.

- a. Please clarify which budget the City would like the consultant to refer to for a response.

Answer: Both. Page 8 refers to the lump sum that the consultant will receive for reaching each milestone. Page 32 refers to specific grant budget items that must be included across the scope of the whole grant, coordinated and paid for by the consultant.

- b. Regarding consultant travel, it seems the line item of \$1,000 will only accommodate a very local consultant or a very limited number of site visits. Is this correct? Or is the travel budget negotiable?

Answer: Only \$1,000 of travel money has to be claimed for grant purposes. How much money is actually spent for travel is up to the consultant and comes from the milestone lump sum payouts.

Page 8:

Project Administration \$ 10,000
Public Engagement \$ 20,000
EcoArt Workshop \$ 12,000
Arts & Culture Master Plan \$ 30,000
Public Art Performance \$ 3,000
TOTAL AWARD: \$ 75,000

Page 32:

Provided by Grant, For Consultant:

Art & Culture Master Plan: \$ 44,500 (Includes Process Document)
Park Arts Vision Team Stipends: \$ 14,000 (\$1,400 stipends x 10 people)
Cultural Partners: \$ 3,000 (\$1,500 stipends to 2 arts organizations)
EcoArt Workshop: \$ 10,000 (Includes participant travel)
Consultant Travel: \$ 1,000
Grand Opening: \$ 2,500
Total: \$ 75,000

7. If the City Commission award recommendations happen on August 7, 2018 as defined in the RFP, the timeline for the community engagement and surveying as listed in RFP (July-Sept) would need to be revised. Please advise on if the timeline can be revised.

Answer: The Community Engagement and Surveying should take ~3 months, so it is acceptable to revise the timeframe to (Aug-Oct).

8. Regarding Task B and this statement...*To be statistically significant at a 90% confidence level, requires input from at least 100 residents and 50 tourists; however, the for the purposes of this RFP, Consultant will target the 95% confidence level, obtaining input from 400 residents and 200 tourists.*

- a. In order to be statistically significant, the research would require a random sample household survey. Qualitative research (community meetings, intercept surveys, interviews, etc) cannot be statistically significant, nor can it be measured as above. A random household survey would be approximately \$20,000. Alternatively, an open online survey and qualitative community engagement can be conducted with a certain number of residents and tourists, but would not be statistically significant. Please clarify what is required for the project.

Answer: We do not desire a random sample household survey. We want qualitative research that obtains input from at least 400 residents and 200 tourists. Although it won't be statistically random, the sampling strategy should be varied enough to establish a reasonable level of validity.

9. The RFP calls for the consultant to design the EcoWorkshop and a trip to South Florida for 10-15 people to see concepts in real life. Has the itinerary and places been defined for the visit? Can you please provide information on how the budget was developed? – (participants, transportation, lodging, etc) and what the specific responsibility of tasks would be for the consultant?

Answer: Specifics have not been defined, but must work within the budget of \$10,000. The City's Sustainability Coordinator has many ideas and South Florida contacts in mind, but will wait until the Consultant is selected to work with them on specifics.

10. The plan includes a call for a marketing plan – are you seeking a full marketing plan (which would be an additional cost for deliverable) or just recommendations for marketing?

Answer: Recommendations for marketing.

11. **Regarding Task E Public Art & Performance Demonstration Projects....** *The Consultant shall advise the City's Public Art Administrator in the bidding and procurement of at least \$50,000 of AIPP funded art and cultural installations with deliverables of public art installations and Ribbon Cutting and cultural demonstration for public art and NEA grant completion.*

- a. The current timeline is extremely narrow for bidding, procurement, and installation of public art and typically this step would come after the Public Art Master Plan for Truman Park is developed and approved. Please provide additional information on expectations of this task.

Answer: Hurricane Irma and other staffing issues put this project behind. NEA has advised that a short time extension may be possible depending on project status, but the City wishes to get as close as we can to completing our tasks. At the time when bids are accepted, we will have a firmer timeline from which to operate from.

- b. Are the various references to Ribbon Cutting and Grand Opening referring to the same event?

Answer: Yes.

- c. The NEA grant has many restrictions on the dollars and in review, would not cover a ribbon cutting ceremony. Is this expected to be part of another budget? Why would it be the responsibility of the consultant to organize a City ribbon cutting? Or would the consultant just be advising with the City on the event?

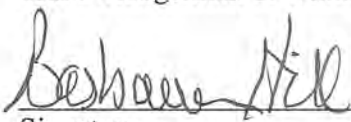
Answer: The Consultant would be advising on the cultural content of the City's ribbon cutting. The AIPP Board and City Staff will coordinate and fund the event.

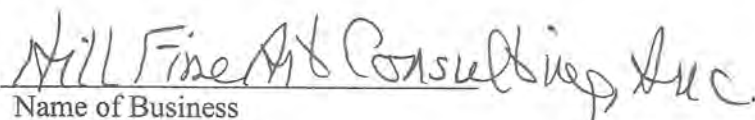
12. Can you please share the AIPP board's review and selection process for procurement of public art?

The City of Key West's Art in Public Places guidelines can be found here:

http://www.cityofkeywest-fl.gov/egov/documents/1523642732_05375.pdf

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.


Signature


Name of Business

ADDENDUM NO. 2

To All Proposers:

The following change is hereby made a part of RFP #009-18 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 2

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Is visual evidence of past master-planning, public art installations, fabrication, and/or art institution projects allowed within the proposal. And if so is there an appropriate location for these images/documents?

Answer: Yes, can be included as part of Qualifications but will be part of the 20 sheet limit.

2. Should this proposal include any initial site plan concept drawings for the final site?

Answer: No.

3. [Page 13] Proposal Submittal Requirements. What constitutes "all required attachments listed in Instructions to Proposer. Not counted towards 20 Sheet Limit."

Answer:

- Anti-Kickback Affidavit
- Sworn Statement under section 287.133(3)(a) Florida Statutes, on public entity crimes
- Indemnification Form
- Domestic Partnership Affidavit
- Cone of Silence Affidavit
- Non-Collusion Affidavit
- All requirements listed in Proposal Submittal Requirements (own forces/subcontractor form)
- Proof of Insurance

4. [Page 14] What constitutes contractors and how would pricing be established prior to finalizing scope? Web-page designer, art consultant or is this a question about fabricators and/or final installers of art and or art installations?

Answer: This should be "CONSULTANT's" own forces. Subconsultants to be used for the development of the master plan are to be listed as well. Art installation will be a separate RFP by the City to occur after the CONSULTANT is chosen. Pricing is to be included in the submitted proposal but changes to line item amounts may result from finalizing the scope. The total price submitted should not change.

5. [Page 14] Follow up question: Are there any requirements for architecture, landscape architecture or engineering professionals in this proposal?

Answer: No.

6. Task A-E. Is there any opportunity to review project budget based on scope changes based on community, city or stakeholder input or demands?

Answer: Yes, but only within line items.

7. Task D. The project area is further outlined in the Site Description [Page 31]. What access to architectural/park master plans, site plans, working drawings, engineering drawings are available to the proposing parties? Additionally Is there a visual / pictorial / architectural requirement to the initial proposals of final master plans?

Answer: Many documents pertaining to the Truman Waterfront Park can be found at this City website:

<http://www.cityofkeywest-fl.gov/egov/apps/document/center.egov?view=item:id=8812>

Proposers may obtain additional information about the Truman Waterfront Park through a public records request to the City Clerk's Office.

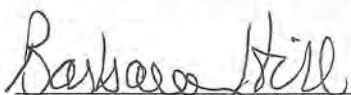
8. Subsequently, Architectural/Art Installation/Engineering Fabrication drawings would be in addition to the Master Plan outline/drawings in the outlined scope of this RFP?

Answer: Art installation will be a separate City issued RFP, based on the findings of the Art & Cultural Master Plan.

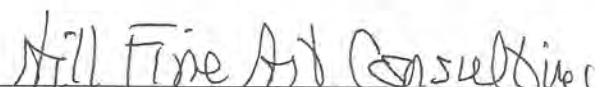
9. Task E. Is the \$50,000 minimum for public art subject to change based on final scope and stakeholder demands?

Answer: The \$50,000 is a minimum and will likely not change at this time.

All Proposers shall acknowledge receipt and acceptance of this Addendum No.2 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature



Name of Business