



Request for Qualifications

The Ann and Roy Butler Hike-and-Bike Trail at Lady Bird Lake: Eastside Family Garden

Issue Date: 6/30/25

Due Date: 7/28/25

ISSUED BY

The Trail Conservancy

REPRESENTATIVE

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The Trail Conservancy (TTC) is seeking an artist to join the design team for the Eastside Family Garden project in the Holly Shores area of the Ann and Roy Butler Hike-and-Bike Trail (the Trail) in Austin, TX. Based on TTC's Arts + Culture Plan, established in May 2023, this project is part of the new initiative to have art interwoven into TTC's work for the Trail, including capital projects for Trail improvements.

"Integrating an artist into a landscape architecture team enriches designs by adding artistic expression and unique interpretations to the built environment. This collaboration can enhance the user experience, create a stronger sense of place, and contribute to a more engaging and meaningful landscape."

The artist will have the opportunity to co-create and ideate as part of the design team, collaborating with the landscape architects to create unique, historically informed, and artistic approaches to elements in the design development. Please note that this opportunity will not be to produce a signature, recognizable public art piece, but to collaborate on integrating artistic design components into the project.



Holly Shores/Edward Rendon Sr. Park Vision Plan

TTC will lead this effort with collaboration from the City of Austin. This project includes the following scope: a multi-generational play area as designated in the Holly Shores / Edward Rendon Sr. Park at Festival Beach Vision Plan Implementation. The family garden will include a lawn area, shade structure/picnic area, play area, nature play area, shade trees, wildflower restoration, seating areas, and informal water access.



The phase of work for this project will be Design Development. Schematic Design and Community Engagement have been completed in June 2025. After this phase ends, the artist and design team will pause until the project is fully funded.

The mission of The Trail Conservancy is to protect, enhance, and connect the Butler Trail at Lady Bird Lake for the benefit of all.

Diversity, Equity, and Inclusion are important values of The Trail Conservancy and we encourage diverse individuals to apply.



WHAT WE'RE LOOKING FOR

- Experienced artists with a portfolio of creative past work
 - Ideal candidates have strong research skills, a curiosity to learn and explore new ways of working, and experience with placemaking efforts.
 - Bring insight into what opportunities will be most rewarding as well as most feasible for an artist.
 - Collaborate with the landscape architect to incorporate artistic vision into the design of a structure, landscapes, and/or functional objects.
- Excellent communication skills - proactive and able to articulate ideas clearly
 - Ideal candidates have experience communicating and working with the public or in the public realm, with internal and external stakeholders, both virtually and in-person.
- Excellent collaboration skills - experience working alongside others to create something together
 - Ideal candidates have experience working in cross-disciplinary teams. The artist will be a part of the design team, which includes TTC, landscape architects, civil engineers, and ecologists.
 - Possess the ability to compromise, hear different viewpoints, and adapt to new ideas and suggestions.

RESPONSIBILITIES

- Design Process - Participate in the following:
 - Review of schematic design and engagement reports/summaries (4 hours artist on own)
 - Project site visit and collaborative brainstorming design charrette #1 with TTC and landscape architect - What stories need to be told (4 hours) & subsequent design reflection by artist on own (*provide idea descriptions or sketches*)
 - Collaborative brainstorming Design charrette #2 with TTC and landscape architect - How to represent the stories in the landscape (4 hours) & subsequent design reflection by artist on own (*provide idea descriptions or sketches*)
 - Community Open House #1 with TTC and landscape architect - Formalize story plan (1.5 hours) & subsequent design reflection by artist on own (*provide idea descriptions or sketches*)
 - Community Open House #2 with TTC and landscape architect - Play types (1.5 hours) & subsequent design reflection by artist on own (*provide idea descriptions or sketches*)
 - Design Development Concepts Review #1 with TTC and landscape architect (1.5 hours)
 - Design Development Concepts Review #2 with TTC and landscape architect (1.5 hours)

- Participation can look like (dependent on agreements between artist, designers, and TTC):
 - Providing feedback on design team proposals
 - Proposing design suggestions for built features (such as landscapes, buildings, and functional elements) based on artist research
 - Designing or collaborating on the design of site-specific decorative features (such as shade structures or play elements). In a later phase, the artist will help facilitate the final fabrication and construction of these built elements.
 - Assisting the design team to create the deliverables of a Design Development package, and design renderings (*exact participation dependent on artist medium and research interest, but could look like concept and idea sketches, storytelling elements, for example*)

SCHEDULE OF WORK

- **September 2025**
 - Site visit and Design Charette #1
- **October 2025**
 - Design Charette #2
 - Community Open House #1
- **November 2025**
 - Community Open House #2
 - Design Development Concepts Review #1
- **December 2025**
 - Design Development Concepts Review #2
 - Finalize Design Development Plans
- **January 2026**
 - Complete Design Development Package

COMPENSATION

Artist participation in the design team will be compensated with a stipend of \$12,000 based on project milestones listed above and to be dispersed monthly upon completion of milestones.



APPLICATION PROCESS

The process for selection involves three phases:

- **Phase 1: Interest Notification**
 - A virtual pre-proposal meeting will be held to give an overview of the project and RFQ and there will also be open office hours to join to ask questions. Please fill out this Google Form to express your interest in this RFQ and add your name to the list for these meeting opportunities: <https://forms.gle/X3Y1WS8DeMnpD7JdA>
- **Phase 2: Request for Qualifications**
 - Applications are open for artists to apply to be part of the upcoming Eastside Family Garden design team/design process. This will be a request for qualifications - not a proposal. Applications are due via Slideroom by 5pm on July 28, 2025. A \$5.00 application fee is required for your application submission. <https://thetrailconservancy.slideroom.com/#/permalink/program/84531>
- **Phase 3: Interviews**
 - Following Phase One qualification submissions, TTC and its' Eastside Family Garden selection panel will review the submissions and develop a shortlist. TTC will notify all artists selected for the shortlist and schedule interviews with the artists and designated representatives from TTC. No more than five artists will be interviewed.
- **Artist Selection + Notification**
 - Following the artist interviews, one artist will be selected to participate in the design team for the Eastside Family Garden. After the final selection, TTC will send the contracts to the artist. The artist will be expected to attend the Kick-Off meeting in September 2025.



ARTIST QUALIFICATIONS & CHECKLIST

Credentials: CV/Resume (limit two pages) - please include experience that showcases your ability to work collaboratively and creatively problem-solve

5 to 9 files of documentation of previous work - each file should include the following information: title, location, and art budget. Limit the entire submission to less than 20mb.

Short response to the following questions and scenarios (300-500 words)

- Artist Statement: What does the selection panel need to know about you to better understand your work as an artist?
- How does collaborative thinking and creativity influence your work? What kind of experiences do you have working on a collaborative creative project?
- What kind of experience do you have with community-based art and programs? What role does the community play in your art process?
- Do you have experience working within a design context (landscape, architecture, etc.)? (Not necessary)
 - If so, please describe the experience, your approach to the process, and what interests you in working in that setting.
 - If not, what draws you to and how would you approach working within a design team in the planning and design phases for on-Trail projects?
- Recognizing that displacement has occurred throughout Austin, particularly in the Holly Neighborhood, what is your relationship or connection (past or present) with the Trail and the Holly Neighborhood and community?

Two professional references: (names, phone numbers, and email addresses)

EVALUATION CRITERIA

The selection of the artist will be based on the qualifications that best meet the requirements below. The selection review panel (made up of members of TTC staff and TTC's Arts + Culture committee) will review and consider the following evaluation criteria:

- Expressed interest in this project and/or indication of experience that relates to this project
- Demonstrated ability to work collaboratively with a creative team
- Creativity and quality of past work
- Demonstrated ability to engage the public and community where a project takes place
- Alignment of your creative activity and outlook with the goals of this project



APPLICATION SCHEDULE

Phase One: Proposals	RFQ issued	Mon. 6/30/2025
	Virtual Pre-proposal Meeting	Thurs. 7/10/2025 at 4 PM, CST
	Open Office Hours	Wed. 7/16/2025 from 2 - 6 PM, CST
	Application Due	Mon. 7/28/25 - 5PM CST
Phase Two: Interviews	Shortlist created	Tues. 8/1/2025
	Interviews	Week of 8/4/2025, dates & times TBD
	Final team selection	Fri. 8/15/2025

Attachments

“A” - Eastside Family Garden (Play Area) Schematic Design Plan

“B” - Butler Trail Map

REFERENCE INFORMATION

For reference and additional information about The Trail Conservancy, you can download:

1. [Holly Shores: Trailhead Trail Enhancements and Play Area \(Eastside Family Garden\)](#) project webpage
2. [Ann and Roy Butler Hike-and-Bike Trail Arts and Culture Plan](#) completed in May 2023
3. [Holly Shores / Edward Rendon Sr. Park at Festival Beach Vision Plan](#), adopted August 2014

Attachment “A” - Eastside Family Garden (Play Area) Schematic Design Plan



Attachment “B” - Butler Trail Map



Enlargement of project(s) area:

