



Call to Artists

Sponsored by STCU

RFP No. 20-1910-1

Public art can be a change agent for the community. It creates and enhances neighborhood and community identity. It enhances the visual landscape and character of the city. It turns ordinary spaces into community landmarks and promotes community dialogue and, most importantly, it is accessible to everyone.

Utility boxes are undiscovered canvases for artists, graphic designers, photographers, illustrators and other individuals with the imagination to cover them with their artwork. With help from the STCU, box locations will be enhanced in Sandpoint using an artists' designs to be printed on vinyl and wrapped around the boxes. The design must integrate all sides of a box to capture the interest of those that drive and walk by them.

Examples of installations can be viewed on the City of Coeur d'Alene web site at <http://www.cdavid.org/401/committees/arts-commission/public-art-collection/public-art-utility-boxes>

Submission Deadline

Applications must be received by Monday, December 2 at 5:00:00 PM PST.

Questions

Please submit any and all questions in reference to this RFP to Cheryl Hughes, Contract/Procurement Officer, at chughes@sandpointidaho.com. All questions must be submitted in writing and responses will be posted for the benefit of all potential responders. The deadline for questions is Friday, November 22, 2019 at 5:00:00 PM PST.

Eligibility

The project is open to all artists, graphic designers, photographers, illustrators and other creative individuals regardless of race, color, religion, national origin, gender, age, marital status, or physical or mental disability.

Budget and Payment Schedule

Artists will be paid \$250.00 for selected artwork. The stipend is paid once the artwork has been used to wrap a utility box. The project will occur in three phases. Artwork may be used for utility box wrapping during any of the three phases. **Artists do not fabricate or install the final art on the box.**

The Artwork

Artists are asked to submit digital images to be used on one box or two boxes at a single location. Artwork must be original works of art by the submitting artist. The art may be a new original piece or an existing work of the artist. There is no theme to this call, allowing for open interpretation and creativity to make a lasting impression on residents and visitors.

The Artwork may not contain advertising, religious art, sexual content, negative imagery or convey political partisanship.

Upon selection, the artwork must be a minimum size of 20" x 16" and appropriate for digital scanning. Digital submissions should be at a minimum 36" x 16" at 600 ppi.

The design will be wrapped around all exposed surfaces of the box. The fabricator will take the artists' designs and transform them into a vinyl wrap and apply them to the utility boxes.

Criteria for artwork shall include consideration of the following:

- Artistic quality, the strength of the artist's concept, vision, craftsmanship and originality of the artwork.
- Content, architectural, historical, geographical and socio-cultural context of the site.
- Builds diversity in the City's art collection, incorporating a variety of media, subject matter and content.
- Local and regional artists may be given preference.

Selection Criteria

Selection criteria to be used for consideration shall include, but not be limited to the following: Artistic quality, context, diversity, and feasibility to wrap utility boxes.

Selection Process

Art submissions will be evaluated by a selection panel, followed by a recommendation by the Sandpoint Arts Commission and to the City Council for final selection. The public will be invited to participate in the selection process. Art will be displayed publicly during the selection process allowing for the community to select artwork used to wrap one of the utility box locations.

Notification of Artists

Artists will be notified of the selection committee's decision by mail. Please do not call the city to ask about selection of finalists.

Submission Requirements

An artist may submit images to be used on one box or two boxes at a single location. Please submit the following materials to the address below. **All images must be in a digital format for electronic presentation. Please do not submit a physical sample with your proposal**

1. Completion of “Artists Information and Proposal” form. No submission will be accepted without this form.
2. Provide **digital** image of artwork for review by the selection committee. **Please do not submit a physical sample with your proposal.** If selected, further instructions will be provided for submission of artwork.

Incomplete or ineligible applications will not be reviewed.

Contact and Mailing Information

Linda Heiss, City of Sandpoint

1123 Lake Street

Sandpoint, Idaho 83864

Email: lheiss@sandpointidaho.gov

The City of Sandpoint reserves the right to change the dates of the project timeline, to modify this solicitation, to request additional information or proposals from any or all participating artists, to re-open the competition and/or to accept or reject, at any time prior to the commissioning of a work, any or all design proposals.

Artists Information and Proposal

Artists Information

Please use this form to accompany any supporting documentation. **Do not refer the selection committee to your website for any information.**

Name:

Address:

City: State: Zip Code:

Phone number:

Cell Phone:

Email Address:

Website Address: (if available):

Application checklist

- Completed Artist's Information and Proposal Sheet
- Digital*** image for review by the selection committee. **Please do not submit a physical sample with your proposal.**

Incomplete or ineligible applications will not be reviewed.

Please send completed applications with support materials to:

Linda Heiss, City of Sandpoint
1123 Lake Street
Sandpoint, Idaho 83864
Email: lheiss@sandpointidaho.gov