



Request for Proposal (RFP) Utility Box Wrap Art Langley, Washington

Introduction

The Langley Arts Commission is accepting submissions from artists to participate in a competition for a vinyl wrap of a utility box. The successful artist or team will receive a \$500.00 stipend. Artists may submit up to two works for consideration. Artists or collaborations will be required to enter into a contract with the City of Langley, agreeing to abide by the terms and conditions included in this RFP. No additional and or contingency funds will be available for RFP applicants.

Exhibition Guide Lines

1. The City of Langley Arts Commission invites local and regional community organizations, individuals or collaborations to submit proposals for consideration.
2. All accepted works must be ready for use by graphic designer by deadline provided in timeline below. Failure of the artist to have the work available digitally for installation onto vinyl wrap will result in disqualification of the submission.
3. The utility box is located at 221 Second Street in Langley. A location map is on page 5 of this RFP.
4. The approximate dimensions of the utility box are located on page 6 of this RFP

Selection Process

1. A panel comprised of the Langley Arts Commission, representatives from Whidbey Tel and the Langley Village and the graphic designer/installer_will select one piece of art and make a recommendation to the Langley City Council.
2. The Langley City Council will have the final decision-making authority on the selection of the artwork.
3. Should a member of the Langley Arts Commission submit a proposal they must recuse themselves from the selection process.

Art selection and approval Criteria

Selected artwork will be original work completed by the submitting artist / collaborative artists. Preference is given to Island County artists.

The following criteria govern the selection of public art in the City of Langley and will be utilized by the Langley Arts Commission during the process of review, selection and approval of public art.

1. **Artistic Quality and Originality:** The strength and originality and creativity of the artist's concept and demonstrated skill or craftsmanship **(30 points)**
2. **Context:** the appropriateness of the concept within the proposed architectural, geographical, socio-cultural, and historical context, including use of appropriate scale and materials for the site. **(30 points)**
3. **Preference:** Island County artists. **(10 points)**
4. **Meets with specifications for the wrap around process as outlined in this document. (30 points)**

Artists' Responsibility

If selected for a commissioned artwork by the City of Langley the artist will:

- A. Sign and abide by the terms stated within a Personal Services Contract with the City of Langley.
 1. Artist retains all rights and interest in the artwork except for rights of ownership and possession, as passed to the City upon final acceptance.
 2. Artist retains all rights during the exhibition under the Copyright Act of 1976. The artist, however, agrees not to make an exact duplicate of the work or permit others to do so, except by written permission of the City.
 3. Artist grants to the City an irrevocable license to make two-dimensional reproductions for promotional purposes. The City agrees to give artist appropriate credit on all materials including copyright symbol, name of artist, title of piece and date of completion.
 4. Artist obtains the appropriate business license from the City of Langley. Contact the City of Langley for further clarification if necessary.

- B. The artist warrants:
 1. The artwork is an original product of the artist's own creative efforts and does not infringe on any third party's copyrights or other intellectual property rights.
 2. Execute and complete the work in a timely and professional manner.
 3. Maintain an effective working relationship with project team and City staff.
 4. Advise the Langley Arts Commission immediately of any significant changes to the scope and/or design, materials or design of the work after contracts signed. (All changes must be reviewed and prior to completion, in accordance with City requirements).
 5. Be responsible for all design and execution of the work, *not* including installation unless stipulated by the contract.
 6. The artist will be responsible for ensuring that the work is properly prepared to meet the existing site configuration.
 7. The artists selected will be responsible for providing information to be attached by the City to the work of art. The information required: artist name, art medium, contact information and if applicable, the name given to the work. The City will be responsible for offering information to graphic designer for inclusion on the wrap.
 8. Artists will make themselves or a representative available for the unveiling event.

Timeline

February 11, 2019	Announcement of RFP
March 28, 2019	Deadline for receipt of application materials (no exceptions.)
April 11, 2019	Complete review process and make recommendation to City Council
April 15, 2019	City Council approves Arts Commission recommendation
May 15, 2019	Anticipated installation date by artists and Langley Staff
TBD	Tentative date of unveiling

Terms

1. The City of Langley will not accept responsibility for loss or damage of artists' submission materials.
2. Jacob Bloom of Sound Business Center will place and remove artists' work.
3. Photographs of artwork may be reproduced.

Application Guidelines

A complete application shall include ALL the following:

1. A complete application form.
2. Current professional resume: not to exceed two pages.
3. A brief statement of the artist's vision or design intent.
4. A brief artist biography.
5. Four photographs, or detailed drawings, (5 x 7 or larger) one from each quadrant of work submitted.
6. A stamped self-addressed envelope must be included if return of submission materials is desired.
7. **ALL** images must be submitted in JPEG format (file name extension .jpg) and RGB color mode. We recommend uploading files that are 72 pixels-per-inch (ppi) because a higher resolution does not add clarity when viewing images on a computer screen. It is recommended that applicants keep copies of original images.

Applications must be offered electronically/digitally:

Hand delivered flash drive

(For document security, artists are encouraged to hand deliver their proposals to the Langley City Hall front desk to obtain a time and date receipt)

Langley City Hall, 112 Second Street, Langley
Attention: Brigid Reynolds, Director of Community Planning

Email: planning@langleywa.org

The deadline for submissions is March 28, 2019

The City of Langley does not accept responsibility for loss or damage of artists' submission materials.

Return of submissions

Unsuccessful submissions will not be returned to the artist unless the artist arranges with the City to pick up submissions at the City Hall front desk within one week of final selection by the City Council.

For more information:

Brigid Reynolds, Director of Community Planning
planning@langleywa.org
360.221.4246

APPLICATION FORM

ARTIST INFORMATION:

Name: _____

Address: _____

Phone: _____

Email: _____

Website: _____

Artwork description: _____

Title of submission: _____

Have you participated in a private or City public art program? Yes no

If yes please attach project information, including images of the artwork, program information and location.

Artists signature: _____

Materials must be submitted to the Langley City Hall prior to close of business March 28, 2019 or digitally transmitted to Brigid Reynolds at planning@langleywa.org prior to midnight March 28, 2019. No exceptions.

Digital applications must be submitted in JPEG format (file name extension .jpg) and RGB color mode. We recommend uploading files that are 72 pixels-per-inch (ppi) because a higher resolution does not add clarity when viewing images on a computer screen. It is recommended that applicants keep copies of original images.

Location



Utility Box

