

REQUEST FOR PROPOSALS
PUBLIC ART
GREENFIELD PUBLIC ART

GREENFIELD, MASSACHUSETTS

DUE:
Friday, May 13, 2016, 4:00 pm EST



Mayor's Office
Greenfield Town Hall
14 Court Square
Greenfield, MA 01301
413-772-1560
413-772-1519 fax
www.greenfield-ma.gov/

REQUEST FOR PROPOSALS SUMMARY INFORMATION

Greenfield Public Art is seeking proposals from qualified artists to develop a sculpture that will be installed in an outdoor location in the refurbished community/parking area on Fiske Avenue. The maximum sum available for this piece is \$14,300 including the artist's fee, construction materials, delivery, assembly and installation. Each artist may submit one proposal for one piece.

All proposals must be sealed and submitted to the address below no later than 4:00 PM Eastern Standard Time on Friday, May 13, 2016.

Greenfield Public Art
c/o Christy Moore
Mayor's Office
Greenfield Town Hall
14 Court Square
Greenfield, MA 01301

All Proposals must be complete and in compliance with the submission requirements outlined in the Request for Proposals (RFP). Incomplete proposals and proposals received after the deadline will not be accepted for consideration.

Written questions about the RFP may be directed to Greenfield Public Art at the address above or by email: christym@greenfield-ma.gov. Replies will be made to all parties who have requested the RFP.

Greenfield Public Art reserves the right to cancel this request for proposals, to change the scope of work, to accept proposals in whole or in part and to reject any and all Proposals.

Part II: Introduction and Project Description

Greenfield Public Art

Greenfield Public Art is a community and economic development project designed to promote and sustain Greenfield as a great place to live and to enjoy the arts, nature and outdoor recreation.

One of the key elements of this program has been an effort to develop a new visual lexicon for the Town. Our efforts are designed to enhance the visual beauty of Greenfield through a series of projects designed to bring attention to downtown, emphasizing the history and culture that has made Greenfield an interesting and vibrant community. These activities are intended to increase and diversify the audience for the arts and the customer base and sales for local businesses.

Greenfield Public Art

Greenfield Public Art is seeking qualified artists to create a work of public art that will serve to beautify and draw attention. The location of the piece will be in the parking/community space on Fiske Avenue and Miles Street in downtown Greenfield. The piece will be located on a site that is 10 feet wide and 30 feet long. It will be located on the section highlighted in the photos on page 4. The sculpture will have a footprint no larger than 10 feet by 10 feet. Its height must be at least 6 feet tall. As the piece will be located in a new park-like area, the sculpture could incorporate a seating area, could have a recirculating water feature, or could have other elements that would make it a welcome addition to the area. It must be made of non-corrosive materials: metal, concrete, glass, stone, etc. It should not be made of wood. It should not have any sharp edges that might cause injury below the level of 6 feet.

Possible themes can include, but are not limited to, the industrial history of Greenfield, the evolution of downtown as a commercial center, Greenfield's cultural history or a combination of any and all of those concepts. This is a permanent sculpture and should be designed to be durable and withstand severe outdoor weather with wind, cold and hot temperatures and should be low maintenance.

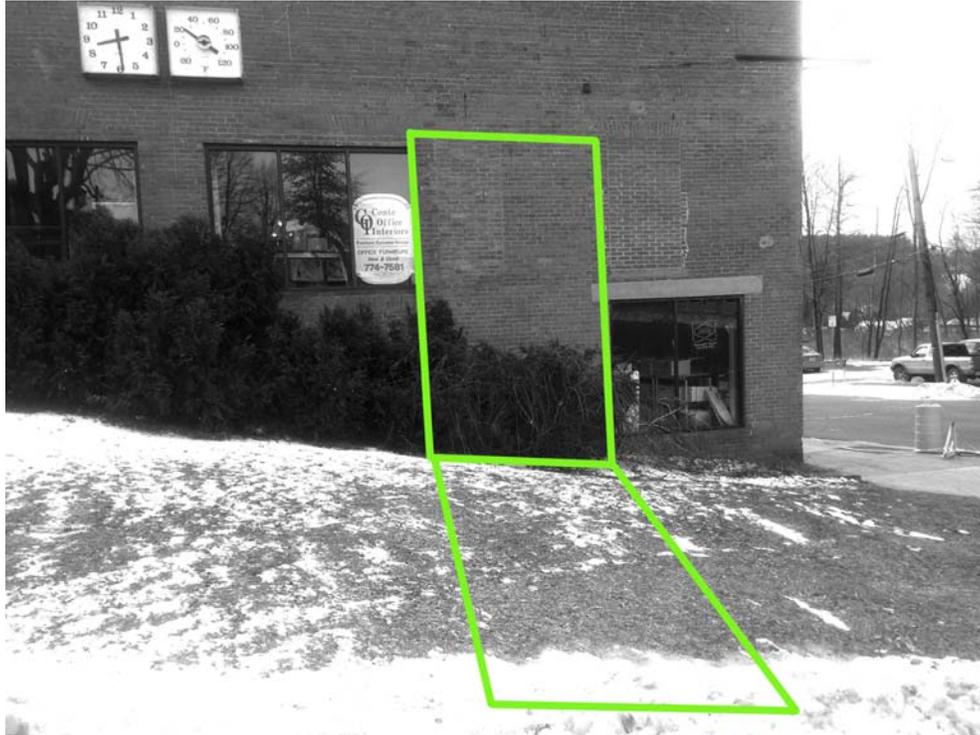
Installation Site

The location for the installation will be at the Miles Street and Fiske Avenue parking/community area. We would expect the sculpture to be located in the area highlighted by the pictures on page 4. After selection process a site visit with DPW is required prior to installation. Artist to provide foundation details with dimensions. Greenfield DPW will prepare site accordingly.

Project Budget

One work of art will be selected. The budget for the piece will be \$14,300 including the artist's fee and construction materials, delivery, off loading, assembly and installation requirements. Payment for the piece will be done in two installments: \$7,000 at the signing of the contract for the piece with the Town of Greenfield; \$7,300 upon installation of the completed sculpture in the park area. All work must be completed no later than June 1, 2017. Project funded through MCC Adams Grant Program and Town of Greenfield.

Bottom of Miles Street and Fiske Ave Parking Lot



Part III: Artist Eligibility and Submission Requirements

Artist Eligibility

Greenfield Public Art invites artists or collectives of artists who are 21 years or older, from all disciplines and from all regions of the country to submit proposals for the creation of a public art installation at the designated site. Greenfield Public Art encourages proposals from all artists irrespective of race, religion, gender, sexual orientation or national origin.

Submission Requirements

All Proposals **must be submitted in sealed packages containing one (1) original and five (5) copies** clearly labeled with the following:

TITLE: "Greenfield Public Art Proposal"
FROM: Name and Address of Proposer(s)
TO: Greenfield Public Art
c/o Christy Moore
Mayor's Office
Town of Greenfield
14 Court Square
Greenfield, MA 01301

If the proposals include a scale model, that model must be secure enough in its structure for it to be moved from one site to another. While it does not have to be sealed, it should be protected from the elements.

This deadline is a firm date. It is not a postal mark deadline. Submissions will not be accepted by electronic mail.

Minimum Requirements

All proposals shall include:

1. Resume and artist statement
2. One page written description of the work.
3. A visual representation of the concept sufficient to give an accurate visual impression of the finished work.
4. Detailed plan for construction and installation including foundation details with dimensions.
5. DVD, CD or thumb drive, or link to Dropbox or a similar program with up to 10 digital jpeg images of recent work. If submitting a finished work, please include multiple slides showing all possible views.
6. Detailed budget of how funds will be utilized for materials and installation and a detailed materials list
7. One (1) copy of each of the documents included in Appendices A and B of this RFP, signed by the proposer. Any partners included in the proposal shall also submit signed copies of these documents.

Proposals that do not meet the minimum requirements will not be considered for review.

Additional submissions, optional

1. Up to three (3) relevant reviews, essays or catalogues.
2. Self addressed stamped envelope for return of materials.
3. References

Deadline

Proposals are due **4:00 PM on Friday, May 13, 2016**, after which time a register of proposers will be made available. Proposals delivered after the deadline will not be accepted for consideration.

Selection Process

Selection Process:

A selection committee made up of Greenfield Public Art members, town officials, and independent jurors specializing in the field will review proposal submissions and background information to select the winning proposals. Review will be based on the comparative criteria outlined in Part IV.

Part IV: COMPARATIVE CRITERIA

Proposals that meet the minimum criteria will be evaluated according to the following comparative criteria:

	<i>Highly Advantageous</i>	<i>Advantageous</i>	<i>Not Advantageous</i>
Artistic Merit	Proposal for artwork is clear, detailed, original and visually attractive, and responds specifically and creatively to the site described in the RFP. Proposal contains multiple examples of completed work that is also creative and attractive.	Proposal for artwork is visually attractive and would be appropriate for the site. Proposal contains at least one example of completed work that is visually attractive.	Proposal for artwork is vague, generic or has no particular connection to or relationship with the proposed site location.
Interpretation of Greenfield’s industrial or cultural history within the downtown context.	Proposed artwork interprets and responds to the industrial/cultural history of downtown Greenfield in a unique, thought-provoking way that engages the visual streetscape.	Proposed artwork interprets and responds to the history of Greenfield.	Proposed artwork does not interpret or respond to the history of downtown Greenfield, its industrial history or culture.
Durability/Practicality	Proposed artwork is designed to be durable in an outdoor setting for multiple generations and fabricated from non-corrosive, non-organic inert materials. The work is designed to be resistant to vandalism and does not pose a public safety hazard.	Proposed artwork is designed to be durable in an outdoor setting for the short term and does not pose a safety hazard.	Proposed artwork is unlikely to withstand outdoor conditions for the long term or creates a public hazard.
Previous experience	Proposal documents the artist’s extensive experience and success with design and construction of public art for an outdoor setting, including good visual representations of pieces that serve functions similar to the artwork requested by Greenfield Public Art.	Proposal contains examples of artist’s work that has been installed in an outdoor setting.	There is no information in the proposal to indicate that artist has successfully designed, constructed and installed work similar to that requested by Greenfield Public Art.

PART V

MISCELLANEOUS

1. Amendments/Modifications to Proposals

The Proposer may, at any time prior to the deadline for submission of the Proposals, amend or modify a Proposal by submitting the amendment/modification to the address specified in Part III of the RFP, in a sealed package containing six (6) copies of the amendment/modification and clearly marked with the following information:

TITLE: "Amendment/Modification to the Greenfield Public Art Proposal

FROM: Name and Address of Proposer(s)

TO: Greenfield Public Art
c/o Christy Moore
Mayor's Office
Town of Greenfield
14 Court Square
Greenfield, MA 01301

2. Withdrawal of Proposals

Any Proposer may withdraw its Proposal at any time prior to the deadline established in this RFP. The Proposer wishing to withdraw a Proposal must provide a written authorization and/or acknowledgment that he or she is withdrawing the Proposal and that the Town of Greenfield is held harmless from any responsibility as a result of the Proposal withdrawal.

3. Rejection of Proposals

The Town of Greenfield reserves the right to reject any or all Proposals. The Town has established a not to exceed price of \$14,300 for this piece.

4. Addenda

Any addenda to the RFP will be sent by registered mail, fax or email to those who requested a copy of the RFP from the TOWN. The TOWN will not be responsible for notifying anyone who received a copy of the RFP from anyone other than the TOWN. If it is not possible to notify all parties who received an RFP from the TOWN prior to the deadline for submission, the TOWN reserves the right to extend the deadline for submission through proper notice. No oral interpretation of the meaning of RFP requirements will be made. Every request for such interpretation shall be in writing addressed to the address noted above.

Project Schedule

Request for Proposals Available	April 8, 2016
Proposals Due at Town Hall	May 13, 2016, 4:00PM
Award Contracts	June 3, 2016
Deadline for installation of selected works	June 1, 2017

APPENDIX A

ACKNOWLEDGEMENT OF RFP REQUIREMENTS

Appendix “A”

ACKNOWLEDGEMENT OF RFP REQUIREMENTS

I, _____, _____ of _____
Name Title Proposer/Organization

hereby acknowledge that I fully understand the terms, conditions and requirements contained within the Request For Proposals for Public Art for the Greenfield Public Art Project.

Signature

Date

Title

APPENDIX B

**CERTIFICATE OF NON-COLLUSION
AND TAX COMPLIANCE**

Appendix “B”

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of individual submitting bid or proposal

Name of Business

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, am in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of individual submitting bid or proposal

Name of business