

CALL TO ARTISTS RFP FOR CITYWIDE ART BEAUTIFICATION PROGRAM



**CITY OF COMMERCE, CALIFORNIA
PUBLIC WORKS AND DEVELOPMENT SERVICES
DEPARTMENT**

**Approved for Advertising By:
Maryam Babaki, P.E.
Director of Public Works and Development Services**

**SUBMITTAL DEADLINE:
Wednesday, December 5, 2018 at 5:00 PM**

INTRODUCTION:

The City of Commerce is issuing a **Call to Artists** for interested Artists to complete an application to be reviewed and selected by the City to participate in one or several beautification projects within the City of Commerce.

The Citywide Art Beautification Program is intended to create artwork around the city that contributes to the beautification, diversification, and economic vitality of the City of Commerce. Artists will be given a stipend to complete their artwork.

Art Theme: While there is no specific theme required for proposed artworks, the proposed installations should be thoughtful of the community in which they are being placed. The City is looking for artwork submissions that are vibrant and unique while also preserving the neighborhood's historical character enriching a community with a sense of its history, culture, and heritage.

The artist may submit an application for one or all of the listed projects available.

1. **Mural on Railroad Bridges** - The creation of a large scale, exterior artwork/mural for a railroad bridge located within the City of Commerce. The artwork designed by the artist will be printed on graffiti-resistant wrap and transferred on to the bridge. There are six railroad bridges within the City of Commerce that the City is interested in beautifying. See attachment 3 for a map of all the bridge locations and attachments 4 for pictures of the existing railroad bridges and examples of what the City is looking for.
2. **Beautification of Fences at Vacant Lots along Washington Blvd and Atlantic Blvd** - Beautify vacant lots by decorating fences with art. The City is looking for artwork that is creative, vibrant, and unique that will decorate vacant lots located along Washington Blvd and Atlantic Blvd, two of the most traveled roads in the City. See attachment 5 for a map of the possible locations and attachment 6 for pictures of the existing lots and examples of what the City is looking for.

Please refer to the following page for the program guidelines and requirements for submission.

ARTIST GUIDELINES AND REQUIREMENTS:

A. Eligibility

1. All artists must be over 18 years old, residing in Los Angeles County.
2. Entries must be the original design and artwork of the entrant and suitable for viewing by all ages.

B. Artist Stipend

Mural on Railroad Bridges

1. Artists selected will be awarded a \$2,000 stipend, for the creation of their design which is to be installed on a railroad bridge by graffiti-resistant wrap, this is inclusive of all artist fees, changes requested by the Beautification Committee, and final digital design in high resolution (required resolution will be determined by wrap company). Upon selection and execution of the Artist Agreement, artists will receive an initial disbursement of funds at 50% (\$1,000), with the remaining 50% (\$1,000) paid upon completion of the project.
2. Completion of the project must be verified by the City before the final funds are disbursed.

Beautification of Fences at Vacant Lots

1. Artists selected will be awarded a stipend, amount is to be determined based on project scope, this is inclusive of all artist fees, changes requested by the Beautification Committee, paints, and materials. Upon selection and execution of the Artist Agreement, artists will receive an initial disbursement of funds at 50%, with the remaining 50% paid upon completion of the project.
2. Completion of the project must be verified by the City before the final funds are disbursed.

C. City Responsibilities

1. City will be responsible of obtaining an Agreement with the Property Owner stating that the property owner grants the artist permission to beautify vacant lots by decorating their fences with art. The property owner and artist will be required to sign the agreement.

D. Description & Location of Beautification Projects

1. The dimensions of the murals will vary at each bridge location and for every project.
2. The specific sites and information about each beautification project can be found on Attachment 3 thru Attachment 6.
3. Artist will be assigned a location specific to the project that was applied to, The City cannot guarantee that a requested location will be assigned to the Artist.

E. Materials

1. Artist is responsible for all art materials and supplies required for creation of the artwork and protection of the surrounding area (paint, brushes, buckets, tarps, etc.).

F. Artwork Themes

1. Creativity and innovation of design are encouraged and is visually engaging for passersby and those who live in and visit the City of Commerce.
2. Artwork theme is **encouraged** but is not required to:

- a. represent various aspects of the City's history, heritage and culture, or geography
 - b. reflect the specific neighborhood or area of the location.
3. Artwork must **not** contain:
 - a. written materials (words/sentences)
 - b. political statements or persons
 - c. copyrighted or trademarked material
 - d. corporate or organizational branding

G. Application Requirements

1. Print, complete and sign an application form, and:
 - a. Include a detailed description describing your design theme and your interest in, qualifications for, and projects of similar scope/scale. Indicate if your theme has specific relevance to the City of Commerce's history, culture, heritage or geography; or to a specific location. This must be attached to the application. Please limit description to one page.
 - b. On the application form, you may request a particular location, although there is no guarantee any artist will be assigned their requested location.
 - c. Create full color, detailed concept drawings. Although the final artwork may evolve from the initial proposal with any substantial changes approved by the Beautification Committee, artists must submit a color, visual rendering (including labeled dimensions).
2. Designs are accepted as either:
 - a. *only* single sided full color printouts or drawings on 8.5 x 11 sheets. Print identification at the bottom of each sheet as follows:
LAST NAME_FIRST NAME_01
LAST NAME_FIRST NAME_02
LAST NAME_FIRST NAME_03
 - b. Hi-resolution jpg/PDF files of full color scanned art created. Save the files as follows:
LAST NAME_FIRST NAME_01
LAST NAME_FIRST NAME_02
LAST NAME_FIRST NAME_03
3. Read and sign the Citywide Art Beautification Program Participant **Release of Liability Form**.
4. Complete and sign the **Artist's Application Form**.
5. Attach a detailed description about your design and of your interest in, qualifications for, and projects of similar scope/scale. It should be clearly printed or typed up. Please limit to one page.
6. Attach samples of work of similar scope/scale to the one you are applying for, colored images required.
7. Attach completed, initialed and signed **Application Checklist and Certification Form**.

H. Submission of Entry

1. Mail or deliver the signed application with the full color designs to the City of Commerce, (address is on the application form) **OR** sign, scan and email the application with full color designs in jpg format to KVigil@ci.commerce.ca.us

2. Artist can submit for all projects listed and may submit multiple designs for City to review.
3. Entries must be postmarked, emailed or hand delivered by **December 5, 2018, by 5:00 p.m.**

I. Selection Process and Criteria

1. Designs will be reviewed and selected by the City of Commerce
2. All the submitted designs for each site will be viewed as a group. Follow the application requirements to ensure your entry is considered.

J. General Guidelines

1. Art should be visible from a distance.
2. Any nameplates, keyholes, ID numbers, and windows must be left unpainted and uncovered.
3. Installation will begin only after design approval and completion of all required liability, agreements, and contract forms.
4. Artwork is a long-term installation and becomes the property of the City of Commerce.
5. Artists must complete the project within a stipulated time frame. On acceptance, a time frame will be established.
6. Artists and any assistants are required to sign a liability waiver prior to start of the project.

K. Questions

1. Contact: Karen Vigil by email only at KVigil@ci.commerce.ca.us
2. All questions must be received by **December 5, 2018, by 5:00 p.m.**

ATTACHMENTS:

Attachment "1"	Artist Application Form (Application and Diagram Template)
Attachment "2"	Utility Box Art Beautification Program Participant Release of Liability Form
Attachment "3"	Location Map of Railroad Bridges
Attachment "4"	Images of Railroad Bridges and Example Work
Attachment "5"	Location Map of Fences at Vacant Lots
Attachment "6"	Images of Fences at Vacant Lots and Example Work

ARTIST'S APPLICATION FORM

Citywide Art Beautification Program

Thank you for your interest in the City of Commerce's Citywide Art Beautification Program. Please print clearly and review the Artist's Guidelines & Requirements before signing the application.

Submit material by mail or in person to:

City of Commerce – City Hall
ATT: Maryam Babaki
Citywide Beautification Program
2535 Commerce Way
Commerce, CA 90040



Deadline for Entry: **November, 9 2016, by 5:00 p.m.**

Submit material by email to: (including completed, signed, and scanned application) to KVigil@ci.commerce.ca.us

Please print

Artist Name: _____

Home Address: _____
Street Address City Zip

Email: _____ Website (if available): _____

I certify that I have created the attached artwork _____ (please initial)

I am over 18 years old _____ (please initial).

Please Specify type of Work Submitted:

- ☐ Railroad Bridge Mural
☐ Beautification of Fences

ATTACHMENT REQUIREMENTS:

1. Please attach and submit a detailed description about your design. Please clearly print or type up information. Please limit to one page.
2. Please provide *only* single sided full color printouts or drawings. Sketch your proposed artwork, detailed images in color and in full detail. Print identification at the bottom of each sheet as follows: ARTIST LAST NAME_FIRST NAME_01 **AND\OR** .jpg files of full color scanned. Images should be between 150-180 dpi. Save the files as follows: ARTIST LAST NAME_FIRST NAME_01.jpg.
3. Please provide samples of work, colored images required.
4. Please attach Release of Liability Form.
5. Please attach Application Checklist and Certification Form.

ARTIST'S APPLICATION FORM

Citywide Art Beautification Program



APPLICATION CHECKLIST AND CERTIFICATION FORM

(Please Check and initial)

_____ Read and sign the Citywide Art Beautification Program Participant **Release of Liability Form**.

_____ Complete and sign the **Artist's Application Form**.

_____ Attach a detailed description about your design. This should be clearly printed or typed up. Please limit to one page.

_____ Attach single sided full color printouts or drawings. Sketch your proposed artwork, detailed images in color and in full detail. Print identification at the bottom of each sheet as follows: ARTIST LAST NAME_FIRST NAME_01 **AND\OR** .jpg files of full color scanned. Images should be between 150-180 dpi. Save the files as follows: ARTIST LAST NAME_FIRST NAME_01.jpg.

_____ Attach samples of work, colored images required.

_____ Attach completed, initialed and signed **Application Checklist and Certification Form**.

All Artists: Please sign, date and return:

TERMS OF SUBMISSION

I agree that: (1) my submission(s) and their contents will automatically become the property of the City of Commerce, with no guarantee of compensation to me; (2) The City of Commerce may use or redistribute the submissions and their contents for any purpose and in any way; (3) there is no obligation for the City of Commerce to review the submission; and (4) there is no obligation to keep any submissions confidential. Further, I agree to waive my rights of attribution out in the Visual Artists Rights Act, 17 U.S.C §§106A and 113(d) ("VARA"), the California Art Preservation Act, Cal. Civil Code §§ 987 and 989 ("CAPA").

Signature _____ Date _____

CITY OF COMMERCE, CALIFORNIA

CITYWIDE ART BEAUTIFICATION PROGRAM PARTICIPANT RELEASE OF LIABILITY FORM

PLEASE PRINT OR TYPE

NAME: _____ DATE: _____

ADDRESS: _____

CITY STATE/ZIP _____

TELEPHONE NO.: _____ AGE DOB (##/##/####) ____/____/____

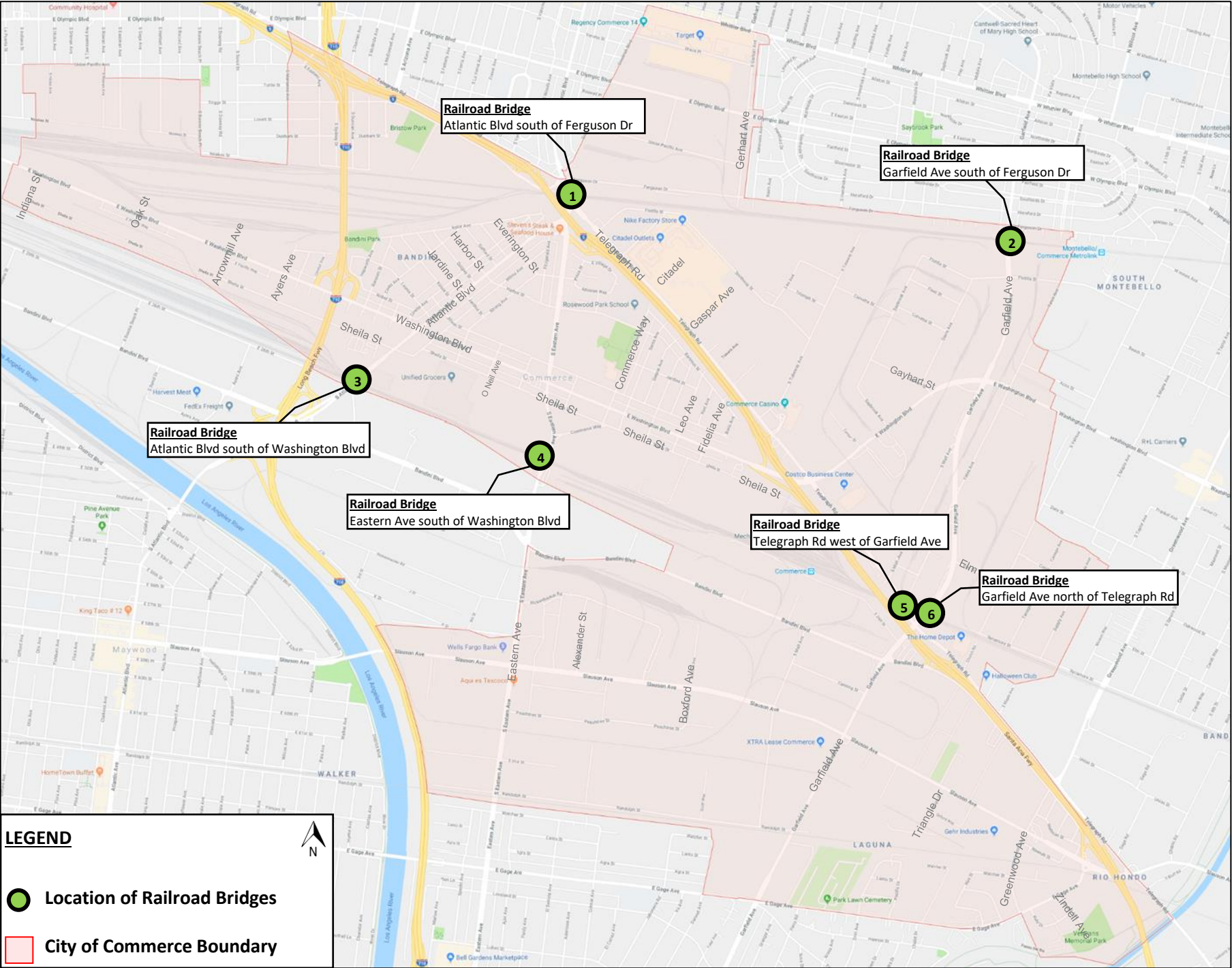
Participant does hereby release the City of Commerce, California, ("City") its City Council, representatives, employees, volunteers, agents and/or assigns, as well as all other participants, from any and all claims, obligations, causes of action, and liability of any kind, arising from the Participant's involvement in any events conducted as part of the Citywide Art Beautification Program, or in connection with any work, labor, or services performed by the undersigned for and on behalf of any of the participants in events conducted and sponsored by the Citywide Art Beautification Program, City, or otherwise.

This release is intended as a full and complete release covering any possible claims, contingent or otherwise, involving personal injury or property damage which may arise in connection with the Citywide Art Beautification Program. This release includes, although it is not specifically limited to, any claim for any injuries or damages which the undersigned may suffer in connection with the Citywide Art Beautification Program related actions in connection with any work, labor, or services performed by the undersigned for or on behalf of City or the Citywide Art Beautification Program, regardless of whether the undersigned is actually participating in said activities, any injury to the person or damage to property which may be suffered by the undersigned as the result of or arising out of the Citywide Art Beautification Program.

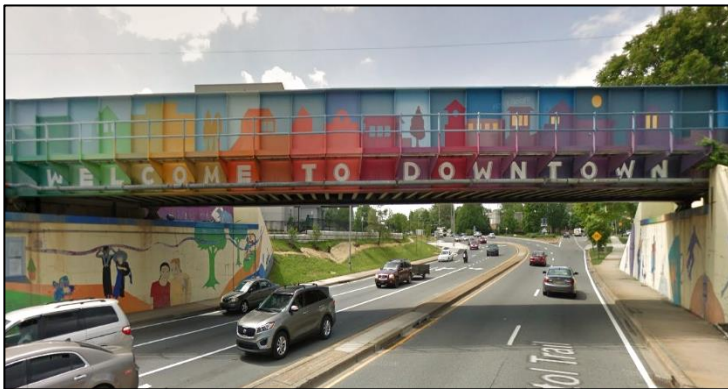
The consideration for this release is the undersigned's participation in the Citywide Art Beautification Program, the permission granted by City to the undersigned to enter onto City property or to participate in events and activities sponsored by the Citywide Art Beautification Program, and the permission granted by City to the undersigned to engage in any City sanctioned or sponsored events. To the extent permitted by law, Participant agrees to protect, defend, hold harmless, and indemnify City, its Council, officers, employees, volunteers and agents, from and against all claims, injury, liability, loss, cost, and expense, arising out of, occurring by reason of, or in any way connected with Participant's participation in the Citywide Art Program, except for acts arising out of the sole negligence of City.

Signature: _____

Print Name: _____ Date: _____



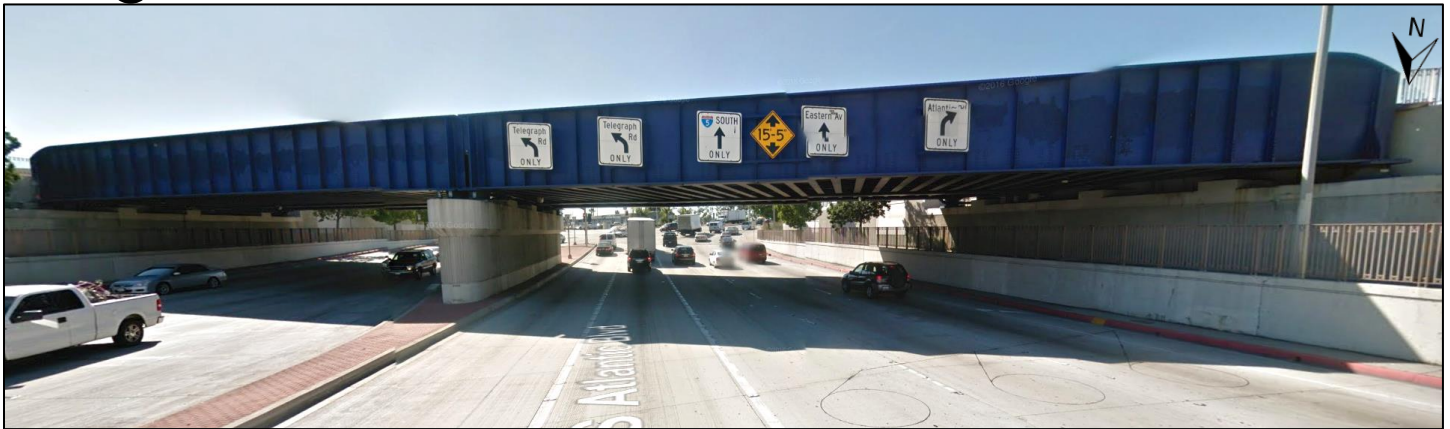
EXAMPLE WORK OF BRIDGE MURALS



Citywide Art Beautification Program
IMAGES OF RAILROAD BRIDGES AND EXAMPLE WORK

CITY OF COMMERCE

Location ① Atlantic Blvd south of Ferguson Dr



Location ② Garfield Ave south of Ferguson Dr



Citywide Art Beautification Program
IMAGES OF RAILROAD BRIDGES AND EXAMPLE WORK

CITY OF COMMERCE

Location ③ Atlantic Blvd south of Washington Blvd



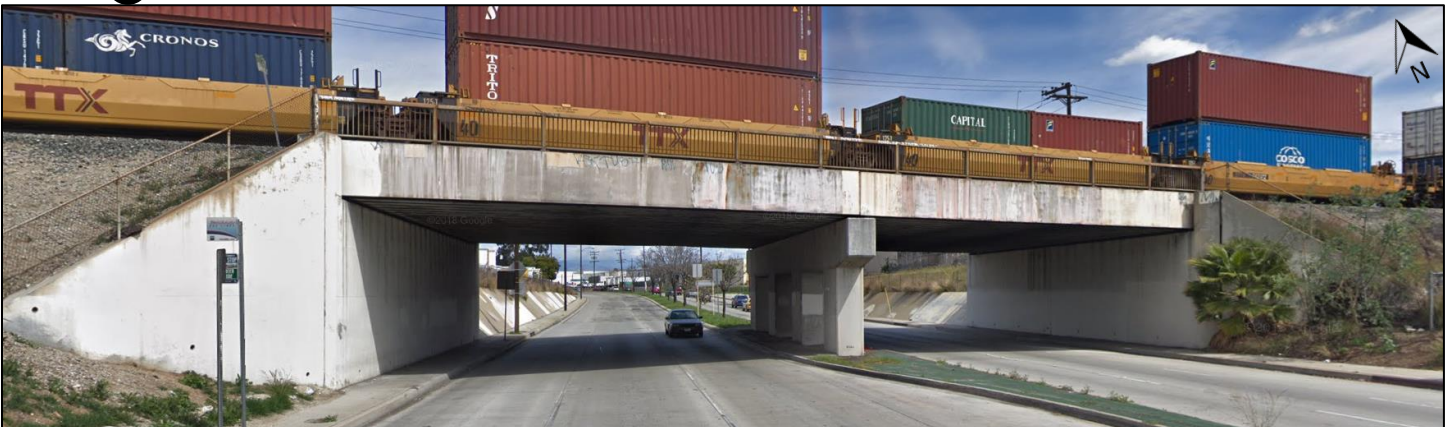
Location ④ Eastern Ave south of Washington Blvd

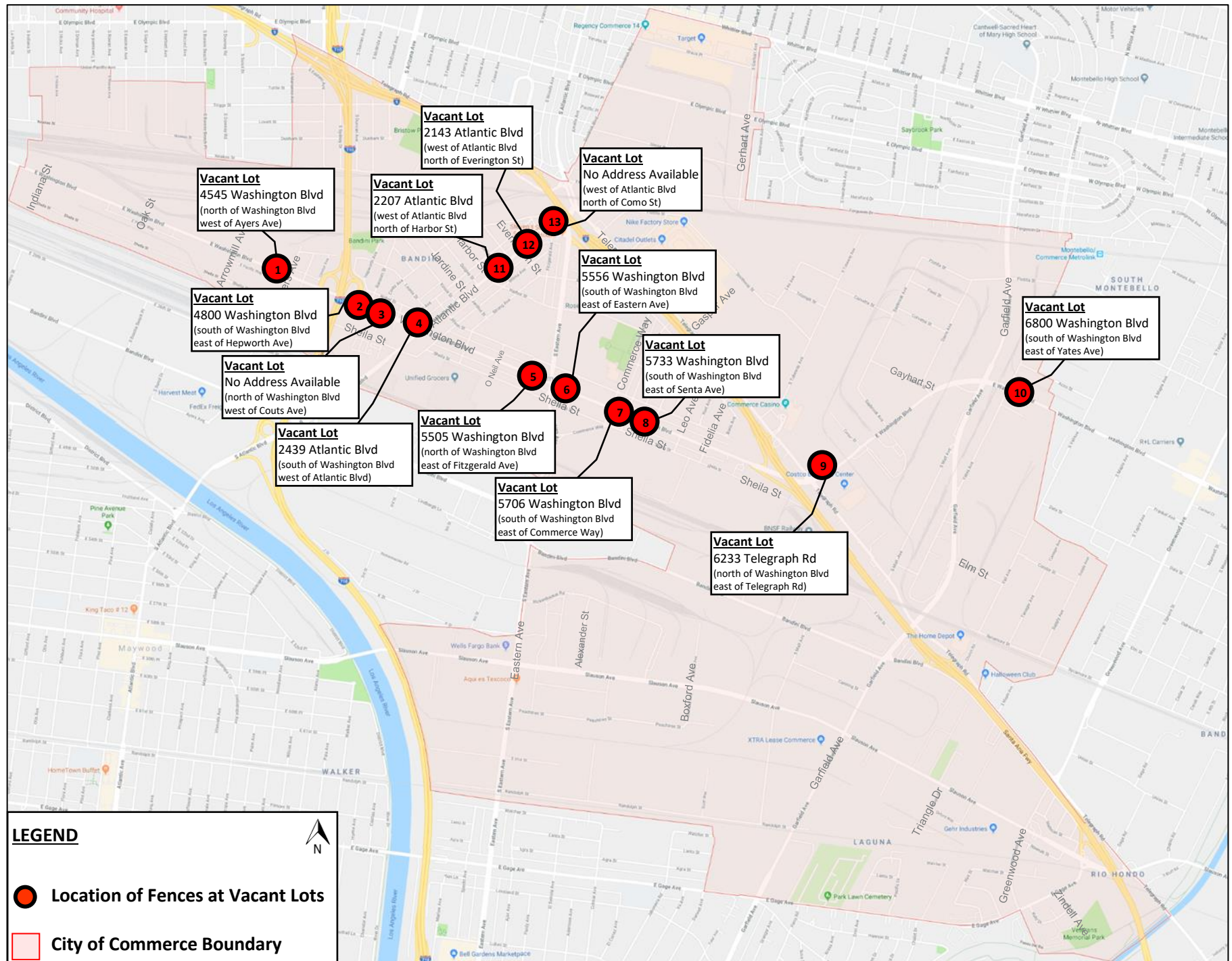


Location 5 Telegraph Rd west of Garfield Ave

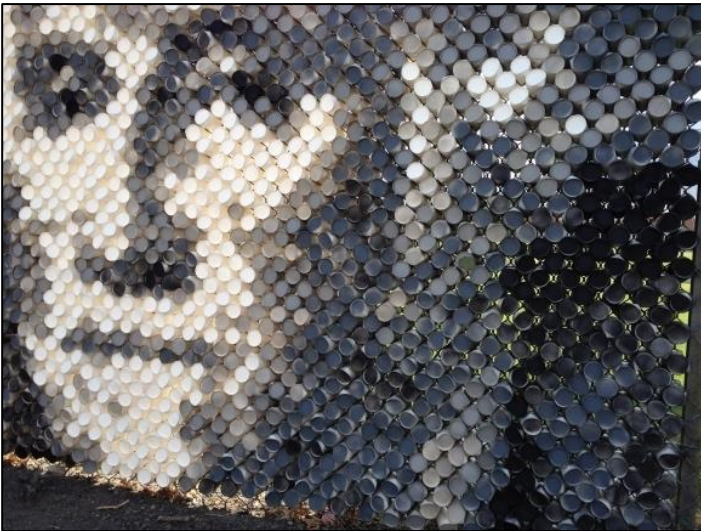
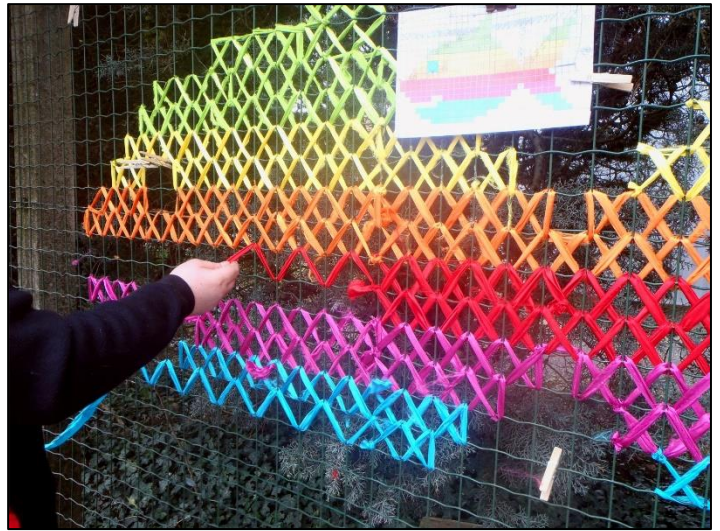


Location 6 Garfield Ave north of Telegraph Rd





EXAMPLE WORK OF FENCE ARTWORK



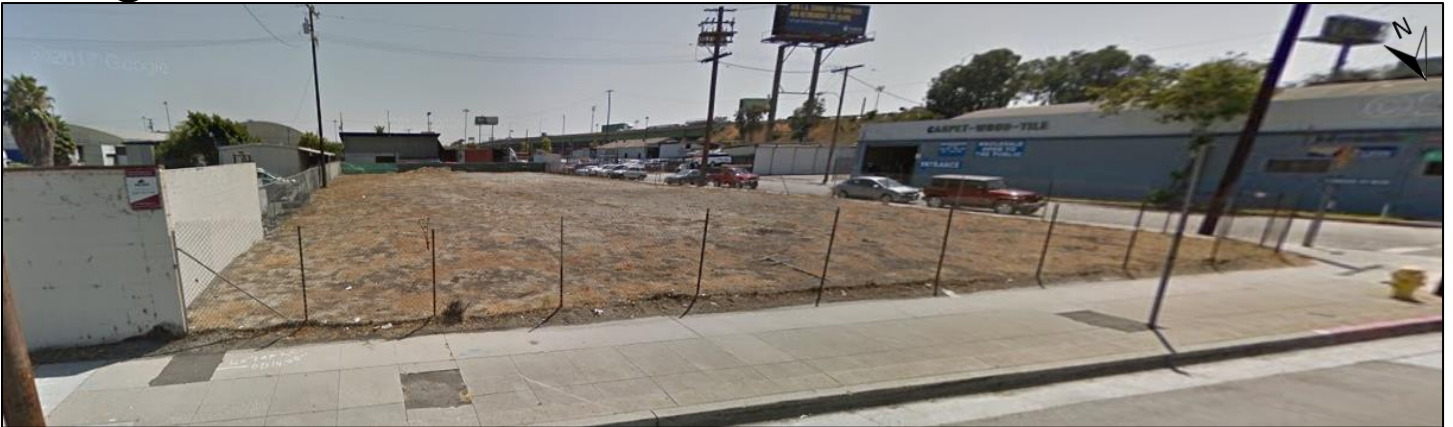
Citywide Art Beautification Program
IMAGES OF FENCES AT VACANT LOTS AND EXAMPLE WORK

CITY OF COMMERCE

Location ① 4545 Washington Blvd (north of Washington Blvd west of Ayers Ave)



Location ② 4800 Washington Blvd (south of Washington Blvd east of Hepworth Ave)



Location ③ No Address Available (north of Washington Blvd west of Coutts Ave)



Citywide Art Beautification Program
IMAGES OF FENCES AT VACANT LOTS AND EXAMPLE WORK

CITY OF COMMERCE

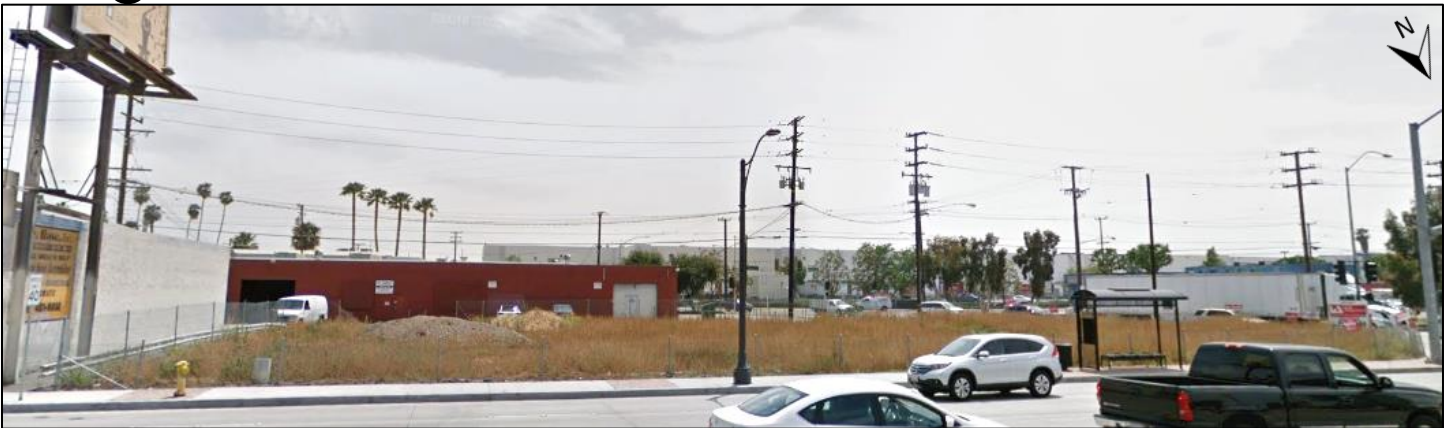
Location 4 2439 Atlantic Blvd (south of Washington Blvd west of Atlantic Blvd)



Location 5 5505 Washington Blvd (north of Washington Blvd east of Fitzgerald Ave)



Location 6 5556 Washington Blvd (south of Washington Blvd east of Eastern Ave)



Citywide Art Beautification Program
IMAGES OF FENCES AT VACANT LOTS AND EXAMPLE WORK

CITY OF COMMERCE

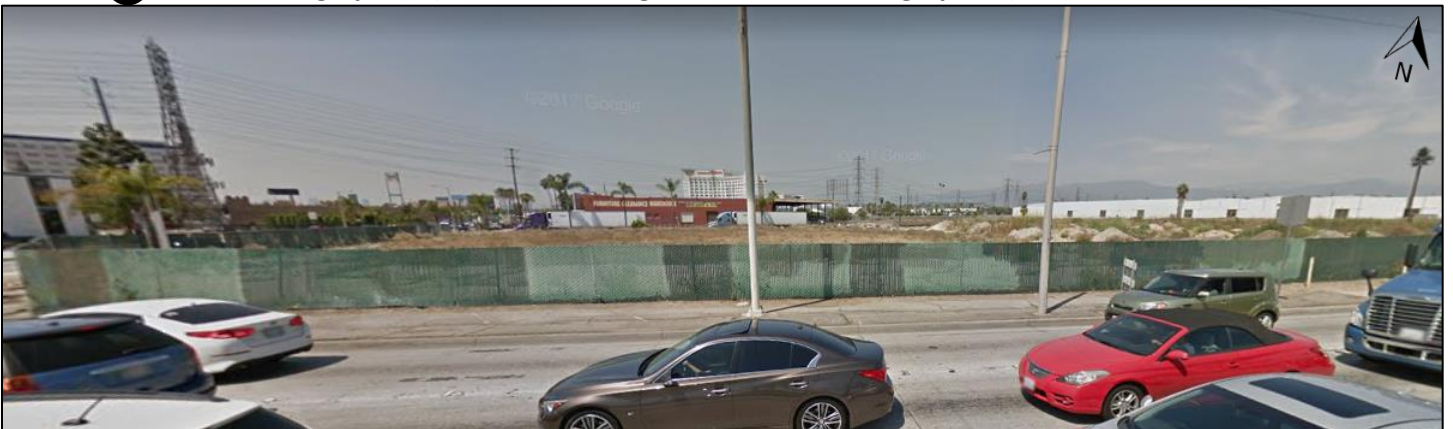
Location **7** 5706 Washington Blvd (south of Washington Blvd east of Commerce Way)



Location **8** 5733 Washington Blvd (south of Washington Blvd east of Santa Ave)



Location **9** 6233 Telegraph Rd (north of Washington Blvd east of Telegraph Rd)



Citywide Art Beautification Program
IMAGES OF FENCES AT VACANT LOTS AND EXAMPLE WORK

CITY OF COMMERCE

Location **10** 6800 Washington Blvd (south of Washington Blvd east of Yates Ave)



Location **11** 2207 Atlantic Blvd (west of Atlantic Blvd north of Harbor St)




Location **12** 2143 Atlantic Blvd (west of Atlantic Blvd north of Everington St)



Citywide Art Beautification Program
IMAGES OF FENCES AT VACANT LOTS AND EXAMPLE WORK

CITY OF COMMERCE

Location  No Address Available (west of Atlantic Blvd north of Como St)

