



CALL TO ARTISTS
Issued by the City of Winston-Salem
July 16, 2013

**Request for Proposals (RFP): City of Winston-Salem's Centennial Art Piece,
Winston-Salem, North Carolina**

INTRODUCTION

The City of Winston-Salem is seeking proposals from artists who reside in Forsyth County for the city's Centennial art piece. The year 2013 marks the 100th anniversary of the joining of the cities of Winston and Salem and the city wishes to mark this historic occasion by commissioning a piece of artwork to be displayed in a prominent location. The piece will honor the rich history of the city, represent the diversity of the community, and honor the historical contributions of women to the city of Winston-Salem. Works can be in any media, temporary in nature or permanent, functional or non-functional, but must be suitable for display outdoors in a heavily trafficked area. The work of the selected artist will be on display for a period of no less than one year and may remain in place permanently. The selected artist will receive a \$30,000 stipend to realize his or her artwork.

Eligibility: This RFP is open to all amateur and professional artists and artist teams that currently reside in Forsyth County or counties contiguous to Forsyth County.

Application Deadline: Applications must be received (hand delivery, mail or electronically) by **August 31, 2013, 4:00 p.m. EST**. No exceptions. Refer to page 4 for application procedures. The application can be found on page 5 of this document.

PROJECT BACKGROUND

The year 2013 marks the 100th anniversary of the joining of the cities of Winston and Salem. To commemorate this historic occasion, the Winston-Salem City Council wishes to commission the creation of a piece of public art that will serve as a highly visible and memorable illustration of the rich, 100 year history of Winston-Salem. The selected piece will not only highlight the storied history of the city but will pay homage to the immense contributions of women to the growth and development of Winston-Salem. The work of the selected artist will be displayed in a prominent location to be determined within in the corporate limits of the city of Winston-Salem.

PROJECT DETAILS

The City of Winston-Salem is proud to announce this unique opportunity for local artists to submit proposals for the creation of an iconic piece that will serve as a capstone for the year's Centennial celebration events.

Artwork Specifications:

Works may be in any media but must be durable, suitable for display outdoors and able to withstand the elements as well as interaction with pedestrians and the general public. Works are not required to be singular pieces but each individual element of the work should meet the aforementioned specifications.

Site of Installation:

There are three potential locations being considered for possible placement of the selected artwork. The potential locations are as follows: Corpening Plaza, Winston Square Park, and Grace Court. Ultimate selection of the site for display of the selected piece is subject to final approval by the Winston-Salem City Council.

Duration of Installation:

The selected work will be on display for a period of no less than one year. The period of display beyond the initial year is within the discretion of the Winston-Salem City Council. Upon installation, the selected work becomes the sole property of the City of Winston-Salem.

Recognition:

The selected artist will be awarded a plaque at the site of installation in recognition of his or her work. Other opportunities for recognition will be at the discretion of the Winston-Salem City Council.

Stipend:

The selected artist will receive a \$30,000 stipend to realize his or her work. The stipend will cover the full cost of design and construction and compensate the artist for his or her time. The artist will be solely responsible for transportation of the piece to and from the site for installation and are encouraged to be on site to oversee installation. Installation costs regarding site preparation will *not* be the responsibility of the artist. Once installed, the work becomes the sole property of the City of Winston-Salem.

Deadline:

Applications must be received (hand delivery, mail or electronically) by **August 31, 2013 at 4:00 p.m. EST**. No exceptions. Refer to page 4 for application guidelines. The application can be found on page 5 of this document.

Timeline:

- July 16, 2013.....Announcement of RFP
- August 31, 2013.....Deadline for receipt of application materials (*no exceptions*)
- September 1-15, 2013.....Review of proposals and selection of finalists
- December 1, 2013.....Deadline for unveiling of selected work

Selection Process:

There will be two selection panels: one comprised of a group of local artists and certain other designees at the discretion of City Council and the other made up of the current members of the Winston-Salem City Council. The selection process will occur in two phases: 1) a selection panel comprised of a group of local artists and certain other designees at the discretion of City Council will review all applications submitted in response to this Call and select three finalists for further consideration by City Council, 2) Finalists will be awarded \$750 each to produce a scale drawing, digital 3D image or maquette and may be asked to appear before City Council to

make a 7 to 10 minute verbal proposal with time allotted for a question and answer session afterward. City Council will review and make final determinations on the submissions of the three finalists. Both panels will use the following criteria in the selection process:

- Submittal of all required application materials as outlined in this RFP;
- Maintainability: structural and surface soundness, durability and resistance to vandalism, weathering, excessive maintenance, and repair costs;
- Originality: creativity and uniqueness of proposed artwork concept for this project;
- Diversity: the piece is reflective of the diversity of the community and honors the historical contributions of women to the growth, development and vibrancy of the City of Winston-Salem;
- Feasibility: artist's proven track record/ability to complete the work on time and within the budget;
- Historical focus: the piece is reflective of the rich history of the city;
- Quality and craftsmanship of product as demonstrated by past work;
- Appropriateness for placement on an urban pedestrian site and ability for artwork to withstand public interaction where it may be touched and climbed upon; and
- Compliance with the Americans with Disabilities Act

Terms and Conditions:

- The City of Winston-Salem will not accept any responsibility for the loss or damage of artist submission materials. Items submitted in response to this Call to Artists become the exclusive property of the City of Winston-Salem.
- The City of Winston-Salem will not accept any responsibility for costs incurred by the artist in responding to the Call to Artists.
- Artists or artist collaborations selected for this exhibition will be required to meet contract terms and scopes. No additional and/or contingency funds will be available.
- Once the selected artist submits his/her work for display, the piece becomes the sole property of the City of Winston-Salem.
- Respondents to this Call to Artists agree to abide by the terms and conditions of Call.

CITY OF WINSTON-SALEM CENTENNIAL ART DISPLAY APPLICATION GUIDELINES:

Proposals may be submitted by mail, by hand or electronically and **must** include the following:

1. Completed application form (included at the end of this RFP on page 5).
2. Current Resume (two-page limit).
3. Letter explaining the artist's interest in the project. This document should be no longer than one page (single-spaced, 1-inch margins, 12 pt. font).
4. List of professional references (at least two): Please include name, address, phone number, and e-mail address for each individual.
5. A detailed description of the art piece and approach proposed in response to this Call. This could include, but is not limited to: a description of the proposed piece, the dimensions of the proposed piece, the method of installation, and timeline.
6. Five to seven digital examples of recent or relevant work saved to a CD or emailed to the address below. The specifications for the digital images are as follows:
 - Do not imbed images into a PowerPoint presentation or PDF. Acceptable digital images must be:
 - File Format: JPG at 72 DPI
 - Dimensions: Minimum 800 x 600; Maximum 1600 x 1200
 - All CDs must be labeled with the applicant's name, contact information (telephone number and e-mail address), and number of images.
7. Annotated Image List: If submitting images, please include a brief description of each image including title, date, medium, dimensions and weight, and installation method.
8. Please do not submit items other than those requested. *Materials not requested will not be reviewed.*

Applications must be received by mail, by hand or electronically by August 31, 4:00 p.m. EST. No exceptions.

If submitting by mail, send application materials to:

ATTN: Evan Raleigh, Performance Reporting and Engagement Manager
City of Winston-Salem
City Manager's Office
P.O. Box 2511
Winston-Salem, NC 27102

If submitting digitally, e-mail all materials to evanr@cityofws.org

APPLICATION FORM: CITY OF WINSTON-SALEM CENTENNIAL ART DISPLAY

Please complete this form and include it with all of the required application materials.

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone (Day): _____ Phone (Evening): _____

E-mail address: _____

Website (optional): _____

Submitted Materials Status (if applicable):

_____ I would like for my CD to be retained for future commission opportunities.

_____ I would like for my CD to be returned to me, and I have enclosed a self-addressed envelope with sufficient postage for this purpose.

I understand and agree to all of the terms of this RFP/Call to Artists

Signature and Date:

Submittal Instructions and Requirements:

Deadline: Application materials can be mailed, hand delivered or emailed. They must be received by **August 31, 2013 4:00 p.m. EST**. Send materials and direct all questions to:

ATTN: Evan Raleigh, Performance Reporting
and Engagement Manager
City of Winston-Salem
City Manager's Office
P.O. Box 2511
Winston-Salem, NC 27102

Evan Raleigh, Performance Reporting and
Engagement Manager
Phone: (336) 317-3807
E-mail: evanr@cityofws.org