

City of Buffalo Arts Commission
2001 City Hall
Buffalo, NY 14202 (716) 851-5027
ebarr@city-buffalo.com
<http://www.city-buffalo.com>

CALL FOR WORK

1. **Purpose:** The City of Buffalo wishes to commission public art in the City of Buffalo, New York. This public art will be designed to enhance the upcoming Public Safety Campus. The City is altering the Michael J. Dillon Courthouse, at 68 Court Street, to become the headquarters for the Buffalo Police Department and Buffalo Fire Department.
2. **Enabling legislation:** Pursuant to Section 6-29 of the City of Buffalo Code authorizing the commissioning of new works of art.
3. **Location:** City owned property at 68 Court Street, Buffalo New York. The site of the former Michael J. Dillon Federal Courthouse. Installations could be either interior or exterior.
4. **Who may submit proposals:** Artists with extensive knowledge of the region, and surrounding neighborhood, may enter concepts for consideration by the City's selection committee. Please be aware that this project has an aggressive timeline and artists must be prepared to execute their proposals quickly. Collaborations between artists are also welcomed. Excluded from consideration are City of Buffalo employees and artists, or companies, who are unable to secure the necessary licensing, permits and insurance. Insurance may be required. Coverage depends on the scope of work.
5. **What is the dollar amount to be spent on artwork(s):** The total amount to be considered for the purchase, planning, design, construction, installation or illumination of artwork(s) for this project may not exceed \$19,366. The distribution of the amount will be determined by the type of art and the cost of the work submitted. The artist's total budget should include planning, design, construction, installation, and illumination (if needed) costs for the work. All proposals must include a detailed project budget.
6. **What type of work will be considered:** Materials must be of a permanent nature and able to withstand seasonal weather and vandalism. Existing works, or works created especially for this project, will be considered by the selection committee. The final work(s) selected will be chosen on the artwork's merit, and suitability to the location, as represented in the material submitted by the applicant. Further consideration will be given to the artist's ability to complete the work within the timeline specified and stay within the project budget.

7. **What are the criteria for selection:** a) Artists shall be selected on the basis of the appropriateness of their proposal to the particular project and its probability of successful completion, as indicated by the merit of their past work. In the case of a design team approach, an artist's willingness to fully participate in a collaborative process shall also be considered. b) The selection committee is looking for the highest aesthetic quality. c) Due consideration will be given to the appropriateness of the proposed design in terms of its scale, form, and content with respect to its immediate and general, social and physical environment. d) Due consideration will also be given to the proposed design regarding its materials and construction for questions of durability, maintenance, public access, appropriateness, safety and security. e) The assurance that the agreed upon project budget will be met.
8. **All artists submitting work should include:** a) An artist's resume and artist's statement. The resume must include current mailing address, daytime and evening phone numbers, and email/fax. b) Five (5) digital photos of recent (within last five years) work. Digital photos must be clearly labeled with the artist's name, title, date, location, media and dimensions of work with "top" indicated. Include a digital photo description list with corresponding number. c) Information regarding any other art installations in which the artist may have completed. d) Completed attached proposal form for each work to be submitted. e) If materials are to be returned, full size, self-addressed, stamped envelope with correct postage.
9. **What should be submitted for proposed work:** In addition to the information requested in section seven, the artist should submit a one-page written description (11 pt. double spaced) of the proposed work. Additional pages can be used to submit drawings or representations of the concept to give an accurate visual impression of the finished work. The City's selection committee encourages site-specific works of art designed especially for this location.
10. **What should be submitted for existing work:** In addition to the information requested in section seven, the artist should submit digital images/photos of the work(s) to be considered. Three dimensional works should have multiple digital images/photos showing all possible views. Works that change due to movement resulting from electrical or mechanical manipulation should be accompanied by digital images/photos showing all possible visual effects. These visual aids should be labeled with artist's name, title, media, location, year, size (height x width x depth). Please type or print this information legibly.
11. **The selection process:** All submissions will be viewed and considered by the City's selection committee. Any artwork subsequently purchased becomes the sole property of the City of Buffalo. Artists whose work is selected will be required to sign a contract with the City of Buffalo Arts Commission for this project including copyright permissions.
12. **Proposals and related materials should be sent to:** Emerson Barr, Executive Director, Buffalo Arts Commission. For inquiries call 716-851-5027 or email ebarr@city-buffalo.com. The City of Buffalo and all participants cannot be responsible for lost or misdirected entries. Materials must be received by 4:00 pm on June 23, 2017. Artists with physical disabilities or special needs requiring transportation may contact same phone/email.

13. Project calendar:

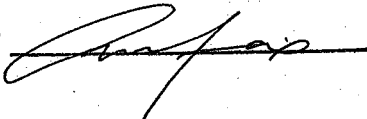
- May 19, 2017 (10 am) - Open house/walkthrough of possible installation locations. Will be held at 68 Court Street.
- May 22, 2017 (3 pm) - Open house/walkthrough of possible installation locations. Will be held at 68 Court Street.
- June 23, 2017 (4 pm) - Final date the City of Buffalo will accept proposals. Incomplete or late submissions will not be considered.
- July 10, 2017 - Notices will be sent to all entrants regarding the decisions of the City's selection committee.
- September 15, 2017 - Full design of selected artwork(s) must be completed in coordination with the consultant.

14. City is not required to select any artist's work as a result of this solicitation/call for work. City reserves the right to reject any and all submissions. City also reserves the right to extend the dates set forth in section 12 above. City further reserves the right to alter, amend and or re-issue this solicitation/call for work.
15. If an artist is selected, the artist will be required to enter into a standard performance contract with the City on the City's standard form selected and provided by the City. Said contract must be acceptable to the City in all respects and typically would contain a requirement for the artist to indemnify the City and provide the City with additional insured status under the artist's general liability insurance coverage. Artists considering making a submission are encouraged to include and describe with their submission what types of insurance, if any, the artist carries. Types of standard insurance coverages the City typically requests, depending upon circumstances, are general liability, automobile liability, workers compensation and disability insurance.

**APPROVED
AS TO FORM ONLY**

*Assistant
Corporation Counsel*

By



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Entry Form
"City of Buffalo Public Safety Campus"

Deadline: _____ 2017 (4 PM)

Submit one form for each entry or concept.

Additional forms are available.

This form may be photocopied.

Please type or print information clearly

Artist/Designer Name:

Street address:

City:

State:

Zip code:

Home phone #:

Alternate phone #:

Email:

Title of work:

Media:

Size: Height _____ xWidth _____ xDepth _____

Year (if completed):

Total budget (Attach detailed budget): \$

(next page)

The following information needs to be submitted only one time if multiple works or concepts are submitted:

Number of works or concepts submitted:

Number of digital photos submitted:

Please check () items submitted and/or statements that apply:

- Artist/designer resume
- Artist/designer statement
- Description of work
- Concept for consideration as a commissioned work
- Drawings of proposed artwork - # _____
- Digital photos of work(s) to be considered: - # _____
- Digital photos of previous work(s) not to be considered for this project, but are examples of work - # _____
- Budget information
- Media clippings

Check either:

- Materials submitted may be retained for future reference

Or

- Materials submitted to be returned to artist
- Self-addressed stamped envelope for return of material

- Place me on the mailing list for future calls for work

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