2015

Site to Site

Request for Proposals

Fordham Road BID and Akihiro Ito, *Tomorrow*, East Fordham Road and Webster Avenue (Bronx)

NEW YORK CITY DOT ART

PROGRAM BACKGROUND

Since the launch of the New York City Department of Transportation (NYCDOT) Art Program in October 2008, DOT Art has installed over 200 engaging temporary art installations throughout New York City. The Program partners with community-based organizations and artists to present murals, sculptures, projections and performances on public property. Projects are presented within five program tracks: Community Commissions, Barrier Beautification, Site to Site, Arteventions and Art Display Case. Additionally, DOT Art produces special projects, such as: reNEWable Times Square, Curbside Haiku, Summer Streets Interventions and Asphalt Art Activations.

SITE TO SITE PROGRAM BACKGROUND

As part of the Site to Site program, DOT Art invites artists **to relocate sculptures currently on exhibit in galleries, alternative art spaces or in storage facilities to DOT-owned sites** in collaboration with galleries and community-based organizations. Artwork typically remains on display for up to 3 months. However, for many of the sites, the maximum display period is one month given other special events and activities organized by local maintenance partners. Applications are accepted throughout the year to provide flexibility and to expedite installation. Partner organizations or artists are responsible for funding Site to Site projects, which are typically organized as part of an exhibition, festival or citywide event.

NYCDOT has identified a number of public plazas that are: 1) large enough to accommodate artwork; and 2) accessible to a diverse audience (Appendix A: Plaza Site List). Organizations are invited to submit proposals in response to the list of sites, but may also propose alternate sites. If proposing an alternate site, applicants should review the Site Selection Tips available for download at **www.nyc.gov/urbanart** and submit ideas for review and approval by the agency prior to submitting a proposal. All site inquiries may be emailed to: **arts@dot.nyc.gov**.

Recent examples of successful Site to Site projects include: Westchester Square BID and Linda Cunningham, *Urban Regeneration II*, East Tremont Avenue and Robert Avenue, East Tremont Avenue and Westchester Avenue, Bronx; and Cavalier Gallery LLC and Jim Rennert, *Perspective*, Union Square Plaza at 17th Street and Broadway, Manhattan (Appendix B: Recent Site to Site Projects). For additional photos of past Site to Site projects, visit: **www.flickr.com/photos/nycstreets**.

PROGRAM PROCESS AND REQUIREMENTS

NYCDOT works closely with organizations and artists to implement projects as early as one month following approval. The DOT Art Program Manager, the artist, a representative from the partner organization and other NYCDOT staff make up the project team. Prior to installation, the project team meets to finalize a project schedule, review the engineering assessment and sign the legal agreement. The partner organization is responsible for: 1) hiring a NYS licensed engineer to prepare a signed and sealed technical report; 2) overseeing transportation and installation of the artwork; 3) maintaining the artwork during the display period; 4) removing the artwork upon completion of the display period; and 5) restoring the site to its original condition upon completion of the removal period.

All selected applicants must sign a legal agreement with NYCDOT and provide a certificate of insurance naming the City as an additional insured. NYCDOT provides the necessary permits to install on City-owned property. As per the agreement, the artist receives credit, sole ownership, and copyright of the artwork, but is required to extend to the City the right to a royalty-free, perpetual license to use any depiction of the artwork for non-commercial purposes.

SUBMISSION GUIDELINES

NYCDOT accepts proposals throughout the year for the Site to Site program. Interested organizations and artists may submit a joint application. However, artists are also welcome to submit individual applications to collaborate directly with the local maintenance partner at the specified plaza site. All applicants must submit photographs of the proposed site and existing sculpture, as well as a site plan for consideration. For submission specifications, review the Site to Site Application Cover Sheet. Applicants are notified of selection within two weeks of submission.

SELECTION PROCESS

The Art Advisory Committee, a panel of appointed arts professionals from varying disciplines, reviews all proposals based on the following selection criteria:

Public Safety

- Proposal does not present any public safety hazards.

Artistic Merit

- Proposed artwork is aesthetically pleasing and appropriate for the public realm.
- Artist's past work and resume demonstrate proficiency in the proposed medium.
- Artist has experience exhibiting in the public and/or private realm.

Site Suitability

- Artwork is suitable for the site based on size, scale, and form.
- Proposal considers the variety of audiences at the site.

Organizational Capacity

- Organization agrees to monitor and maintain the artwork.
- Organization has secured funding to meet the overall budget.

Artwork Durability

- Artwork is made of durable materials to withstand outdoor weather conditions.
- Organization has secured a NYS licensed engineer to review and approve the proposed installation method.

ADDITIONAL LEGAL INFORMATION

Please note the following:

- This RFP is not intended as a formal offering for the award of a contract or for participation in any future solicitation;
- NYCDOT does not intend to grant or issue any additional agreements on the basis of this RFP;
- NYCDOT, the City and their officials, officers, agents and employees make no representation or warranty and assume no responsibility for the accuracy of the information set forth in this RFP;
- No information contained in submissions shall be deemed confidential and such information may be shared with other governmental entities. Therefore, please do not submit any information that may be deemed proprietary in nature;
- Neither NYCDOT nor the City shall be liable for any costs incurred by any respondent in the preparation, submittal, presentation or revision of its submission. Neither NYCDOT nor the City shall be obligated to pay and shall not pay any costs in connection with the preparation of such submissions;
- All submissions shall become the property of NYCDOT and the City and shall not be returned; and
- NYCDOT at its sole discretion reserves, without limitation, the right to;
  - Withdraw the RFP at any time;
  - To discuss various approaches with one or more respondents (including parties not responding to the RFP); and
  - Change any terms of this RFP.

QUESTIONS

All inquiries regarding Site to Site should be sent to: **arts@dot.nyc.gov**.

Appendix A:
Plaza Site List

Washington Heights Business Improvement District and Pedro Villalta and Montserrat Daubon, *Pod*, Riverside Drive and Broadway (Manhattan)

APPENDIX A: PLAZA SITE LIST

BRONX

Morrison Avenue Plaza, Youth Ministries for Peace and Justice, Morrison Avenue and Westchester Avenue

BROOKLYN

Albee Square, Fulton Mall Improvement Association, Dekalb Avenue at Bond Street

Willoughby Plaza, Fulton Mall Improvement Association, Willoughby Street at Adams Street

West 12th Street-Coney Island, Coney Island Alliance, West 12th Street between Bowery Street and Boardwalk

George B. Post Plaza, Aesthetic Urban Works, South 6th Street between Broadway and Bedford Avenue

New Lots Plaza, New Lots Avenue Triangle Merchants Association, Ashford Street between Livonia Avenue and New Lots Avenue

Manhattan Bridge Archway & Pearl Street Triangle, DUMBO Business Improvement District, Pearl Street, Water Street and Anchorage Place

Old Fulton Plaza, DUMBO Business Improvement District, Old Fulton Street and Prospect Street

Zion Triangle, Pitkin Avenue Business Improvement District, East New York Avenue & Pitkin Avenue

MANHATTAN

Water/Whitehall Street Plaza, Alliance for Downtown New York, Water Street and Whitehall Street

Bogardus Plaza, Friends of Bogardus Garden, West Broadway at Hudson Street and Chambers Street

Delancey Plaza, Lower East Side Business Improvement District, Delancey Street between Norfolk Street and Clinton Street

Gansevoort Plaza, Meatpacking District Improvement Association, 9th Avenue, Gansevoort Street and Little West 12th Street

Chelsea Plaza, Meatpacking District Improvement Association, 9th Avenue and 14th Street

Flatiron Plaza, Flatiron/23rd Street Partnership, Broadway between 23rd Street and 25th Street

Baruch Plaza, Baruch College, 25th Street between 3rd Avenue and Lexington Avenue

Columbus Circle Plazas, Central Park Conservancy, Broadway between 57th Street and 59th Street

185th Street Plaza, Yeshiva University, 185th Street at Amsterdam Avenue

QUEENS

37th Road Plaza, Social Uplift and Hope Initiatives, 37th Road between 74th Street and Broadway

71st Avenue Plaza, Myrtle Avenue Business Improvement District, 71st Avenue at Stephen Street and Myrtle Avenue

78th Street Plaza, Jackson Heights Green Alliance, 78th Street between 34th Avenue and Northern Boulevard

Corona Plaza, Queens Economic Development Corporation, Roosevelt Avenue Service Road between National Street and 104th Street

Ozone Park, Bangladeshi Amer Community Development and Youth, Liberty Avenue between Forbell Street and Drew Street

STATEN ISLAND

St. George Ferry Terminal, DOT Ferries, Richmond Terrace Plaza, 1 Bay Street

Appendix B:
Recent Site to Site Projects

Flatiron/23rd Street Partnership and Will Ryman, *Bird*, Broadway Plaza at 23rd Street (Manhattan)

Cavalier Gallery LLC and Jim Rennert
Perspective
Union Square Plaza at 17th Street and Broadway (Manhattan)

Westchester Square BID and Linda Cunningham
Urban Regeneration II
East Tremont Avenue and Robert Avenue, East Tremont Avenue and Westchester Avenue (Bronx)

Site to Site

Application Cover Sheet

GENERAL INFORMATION

Submission Date: _____

Site Selection: _____

Organization Name: _____

Artist Name: _____

Title of Artwork: _____

Proposed Installation Date: _____

Materials should be submitted as printed hardcopies and included on either a CD-ROM or USB flash drive. Proposals will be reviewed by the Art Advisory Committee. All items must be included as part of the submission package or applications will not be reviewed.

- ☐ Site to Site Application;
- ☐ No more than 4 photographs or renderings that represent the sculpture to be relocated to the proposed site (include: shop drawings, site plan, and Photoshop renderings);
- ☐ No more than 3 site photographs in jpeg format (resolution of 72 to 150 dpi);
- ☐ No more than 4 photographs of past artwork in jpeg format (resolution of 72 to 150 dpi) and associated image list that includes: title, date of completion, medium, dimensions, location, sale price or commission budget, description of artwork, and list of partners;
- ☐ Artist curriculum vitae; and
- ☐ Funding commitment letter (include list of secured and anticipated funders).

All application materials should be mailed to:

Attn: Emily Colasacco, Art Program Director
NYC Department of Transportation, Urban Design and Art
55 Water Street, 9th Fl, NY, NY 10041

Site to Site

Application

CONTACT INFORMATION

Organization Name: _____

Executive Director: _____

Contact Name & Title: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____ **Phone #:** _____

Email: _____ **Website:** _____

ARTWORK BACKGROUND

Dated: _____

Medium: _____

Height: _____ **Width:** _____ **Depth:** _____ **Weight:** _____

Current Ownership: _____

Current Market Value: _____

Site Selection Describe your organization's interest in commissioning an artwork for the selected priority site.

Exhibition History/Artist Statement Provide the sculpture's exhibition history and the artist's original intent for the sculpture.

Artist Bio Describe the artist's past experience in any significant solo or group exhibitions in the public or private realm.

Application

Project Budget

What is the estimated total project budget? _____

How much funding is already committed to the project? _____

Engineering List the name of the NYS licensed engineer or engineering firm hired to review the proposed installation method.

Relocation Describe the relocation plan to transport the sculpture from its current location to the proposed site.

Installation Describe the proposed installation method and include a list of relevant materials, hardware and equipment required to install the sculpture.

Maintenance Describe the proposed maintenance plan to monitor and maintain the artwork throughout the display period and include any potential maintenance concerns.

Project Schedule

Provide a tentative schedule for implementation.

Installation _____

Display Period _____

Removal _____