

2014

# Community Commissions

## Request for Proposals



## PROGRAM BACKGROUND

Since the launch of the New York City Department of Transportation (NYCDOT) Art Program in October 2008, DOT Art has installed over 150 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. These temporary art installations create attractive corridors and activate public space for passersby. Projects are presented within four program tracks: Community Commissions, Barrier Beautification, Site to Site and Arterventions. Additionally, DOT Art produces special projects, such as: reNEWable Times Square, Curbside Haiku, Summer Streets Interventions and Asphalt Art Activations.

## COMMUNITY COMMISSIONS BACKGROUND

As part of the Community Commissions program, DOT Art **commissions artists to produce temporary site-responsive art** in collaboration with community-based organizations. Twice a year in fall and spring, NYCDOT owned plazas, fences, medians, triangles, sidewalks and step streets in all five boroughs are announced as priority sites for art. The NYCDOT Borough Offices and Operating Units identify sites that are: 1) in need of beautification; 2) large enough to accommodate artwork; and 3) accessible to a diverse audience (Appendix A: Spring Priority Site List).

Organizations are invited to submit proposals in response to the priority site list by a set deadline. Artwork commissioned through this program may remain installed for up to 11 months. Not-for-profit organizations are eligible to **receive up to \$5,000** toward direct project costs. Also, NYCDOT arranges for an engineering review by a NYS licensed engineer for all sculptural works and provides the necessary permits to install on City-owned property. NYCDOT may also provide additional services on a case-by-case basis to assist with project implementation; i.e. material donation and installation assistance.

Recent examples of successful Community Commissions projects include: The Point and Sharon de la Cruz, *Walking Series*, Hunts Point Avenue Bridge, Bronx; Downtown Alliance and Jennifer Cecere, *Doily Bench*, Water/Whitehall Street Plaza, Manhattan; and the Variety Boys and Girls Club of Queens and Darren Goins, *Flexible*, 40th Street & Queens Boulevard, Queens (Appendix B: Recent Community Commissions). For additional photos of past Community Commissions, visit [www.flickr.com/photos/nycstreets](http://www.flickr.com/photos/nycstreets).

## PROGRAM PROCESS AND REQUIREMENTS

NYCDOT works closely with selected applicants to implement projects within six months of approval. The DOT Art Program Manager, the artist, a representative from the partner organization and other NYCDOT staff make up the project team. Throughout implementation, the project team meets to review design, confer on budget, develop a project schedule, assess the engineering documentation and sign the legal agreement. The artist is responsible for design and fabrication of the artwork. The partner organization is responsible for: 1) overseeing artwork fabrication and installation; 2) maintaining artwork during the display period; 3) removing artwork upon completion of the display period; 4) restoring the site to its original condition; and 5) processing funds from NYCDOT to the artist.

All selected applicants must sign a legal agreement with NYCDOT and provide a certificate of insurance naming the City as an additional insured. As per the agreement, the artist receives credit, sole ownership, and copyright of the final design and 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

Organizations are invited to submit proposals for the listed priority sites by **Monday, June 2, 2014**. Applicants are notified of selection within two months of the submission deadline. Funding is not guaranteed with project selection. Interested organizations and artists are required to submit a joint application. Organizations are permitted to receive multiple commissions per fiscal year when applying with different artists. However, artists are only eligible to receive one commission per fiscal year. All applicants must select a priority site and provide a conceptual design for consideration. For submission specifications, review the Community Commissions Application Cover Sheet.

## 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 demonstrates proficiency in the proposed medium.
- Artist has exhibited in the public or private realm and participated in team and/or community-based art projects.

### Site Suitability

- Artwork is suitable for the site based on size, scale, and form.
- Proposal considers the variety of audiences at the site.
- Proposal considers the social, historical, architectural, geographical and/or cultural context of the site.
- Proposal illustrates community involvement during design, fabrication, and/or installation.

### Organizational Capacity

- Organization has experience planning public programs and/or public art projects.
- Organization agrees to monitor and maintain the artwork.
- Organization has secured additional funding to cover the total budget.

### Artwork Durability

- Artwork will be made of durable materials to withstand outdoor weather conditions.
- Artwork is carefully planned ensuring sound fabrication and installation.

## 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, 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 Community Commissions should be sent to: [arts@dot.nyc.gov](mailto:arts@dot.nyc.gov).

# Appendix A: Spring Priority Site List



International Studio and Curatorial Program and Jen Liu, *Melon Mysticism for Everyone*  
Forsyth Street between Canal Street and Division Street (Manhattan)

## **SPRING PRIORITY SITE LIST**

### **BRONX**

Step Street, 231st Street between Kingsbridge Terrace and Sedgwick Avenue  
Bridge, Bruckner Boulevard at Whittier Street

### **BROOKLYN**

Median, 4th Avenue at 25th Street  
Bridge, Nostrand Avenue between Avenue H and Avenue I

### **MANHATTAN**

Bridge, 45th Street between 10th Avenue and 11th Avenue  
Sidewalk, Riverside Drive and Dyckman Street

### **QUEENS**

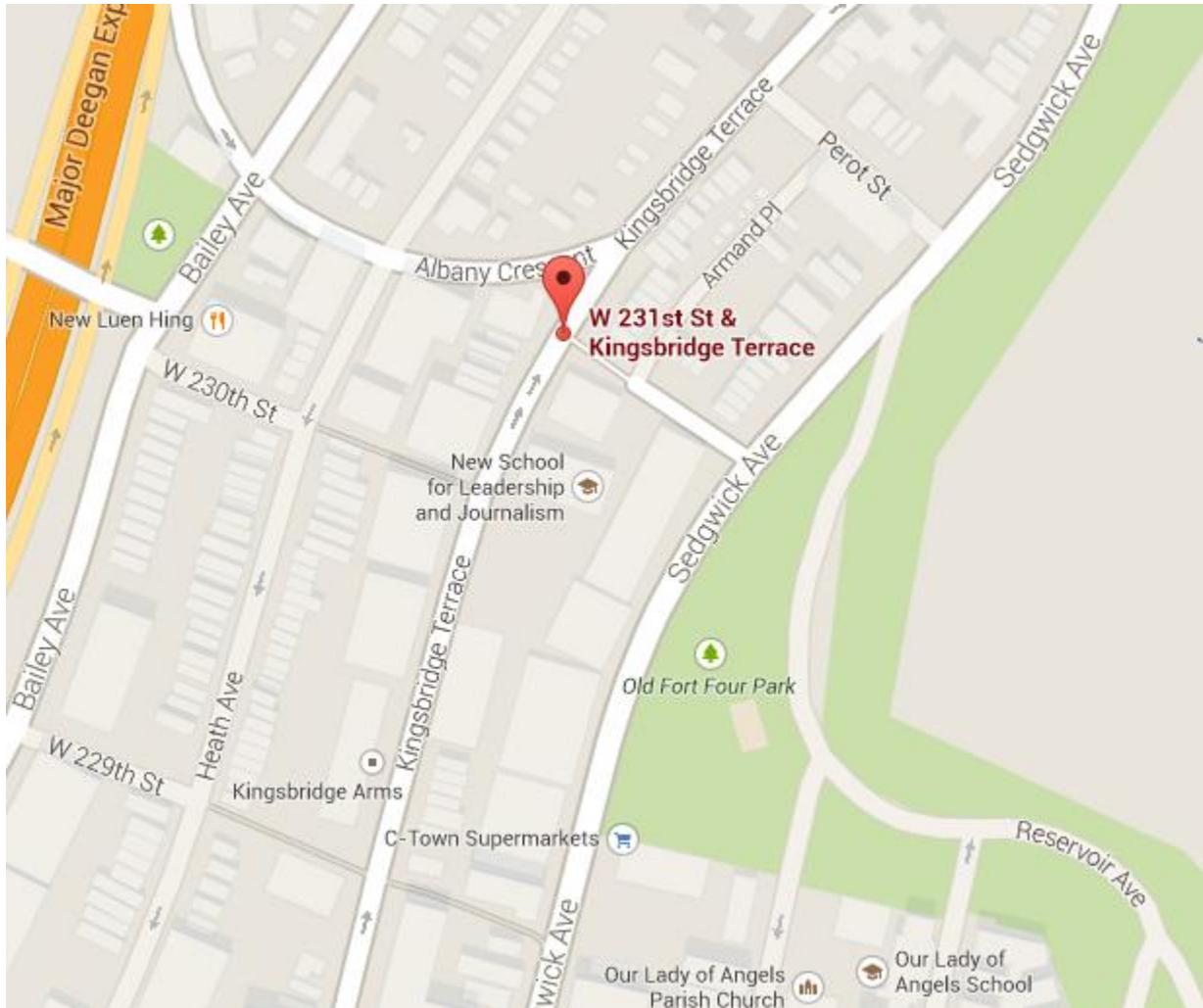
Fence, 21st Street between 43rd Avenue and Queens Plaza South  
Plaza, 46th Street at Queens Boulevard

### **STATEN ISLAND**

Plaza, St. George Ferry Terminal, Richmond Terrace Exit, 1 Bay Street Landing  
Bridge, Richmond Avenue at Richmond Parkway

## BRONX

### Step Street, 231<sup>st</sup> Street between Kingsbridge Terrace and Sedgwick Avenue Site Map



#### Restrictions/Considerations:

- The site is currently being restored by DOT sidewalks and will be completed by June 2014.
- A mural may be painted directly onto the concrete, including the staircase and adjacent walls of the step street. Parachute cloth, vinyl decals and/or other forms of canvas may not be installed onto the staircase or walls of the step street.
- Three-dimensional proposals are not permitted on the steps; however are permitted on the sloped concrete walls.
- Applicants should develop a design that enhances the pedestrian experience at this site.
- Artwork may not be installed on the surrounding chain-link fence or brick walls as it is not owned or maintained by DOT.

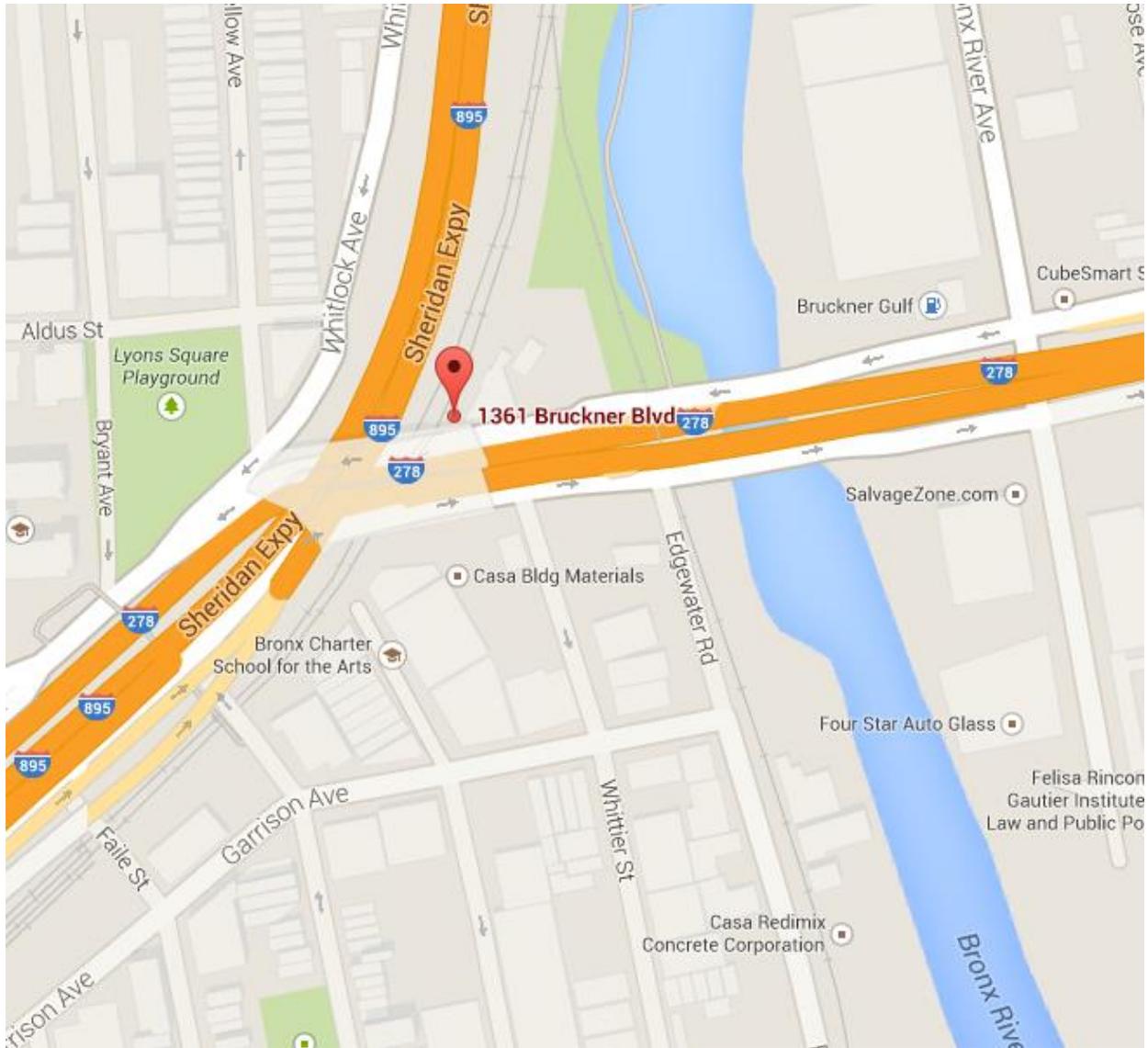
**BRONX**

**Step Street, 231<sup>st</sup> Street between Kingsbridge Terrace and Sedgwick Avenue**  
**Site Photos**



## BRONX

### Bridge, Bruckner Boulevard at Whittier Street Site Map



#### Restrictions/Considerations:

- Only murals painted directly onto the concrete bridge walls will be considered.
- Parachute cloth, vinyl decals and/or other forms of canvas may not be installed onto the walls of the bridge.
- Installations are not permitted on the bridge fence.

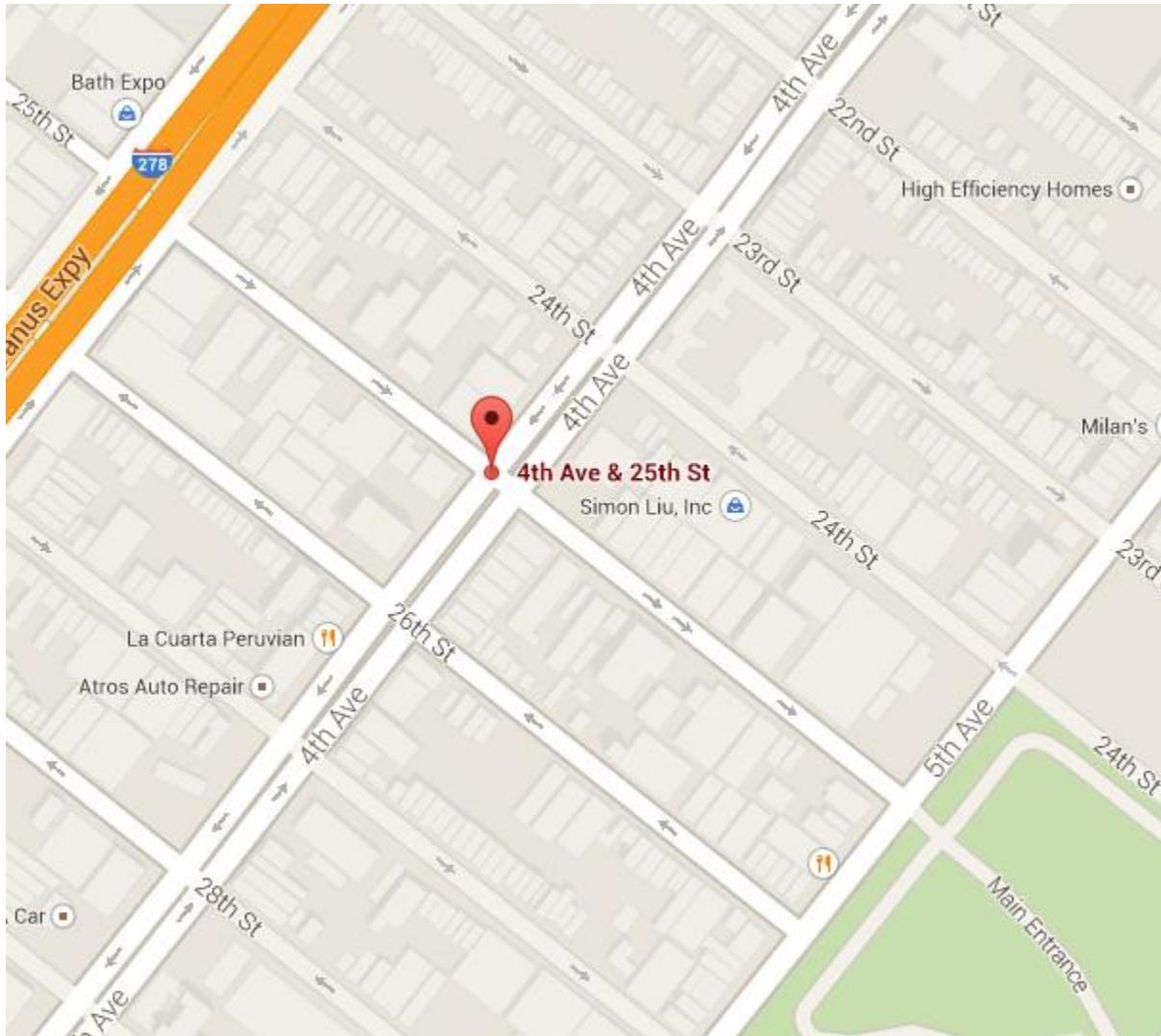
**BRONX**  
**Bridge, Bruckner Boulevard at Whittier Street**  
**Site Photos**



## BROOKLYN

### 4<sup>TH</sup> Avenue at 25<sup>TH</sup> Street

#### Site Map



#### Restrictions/Considerations:

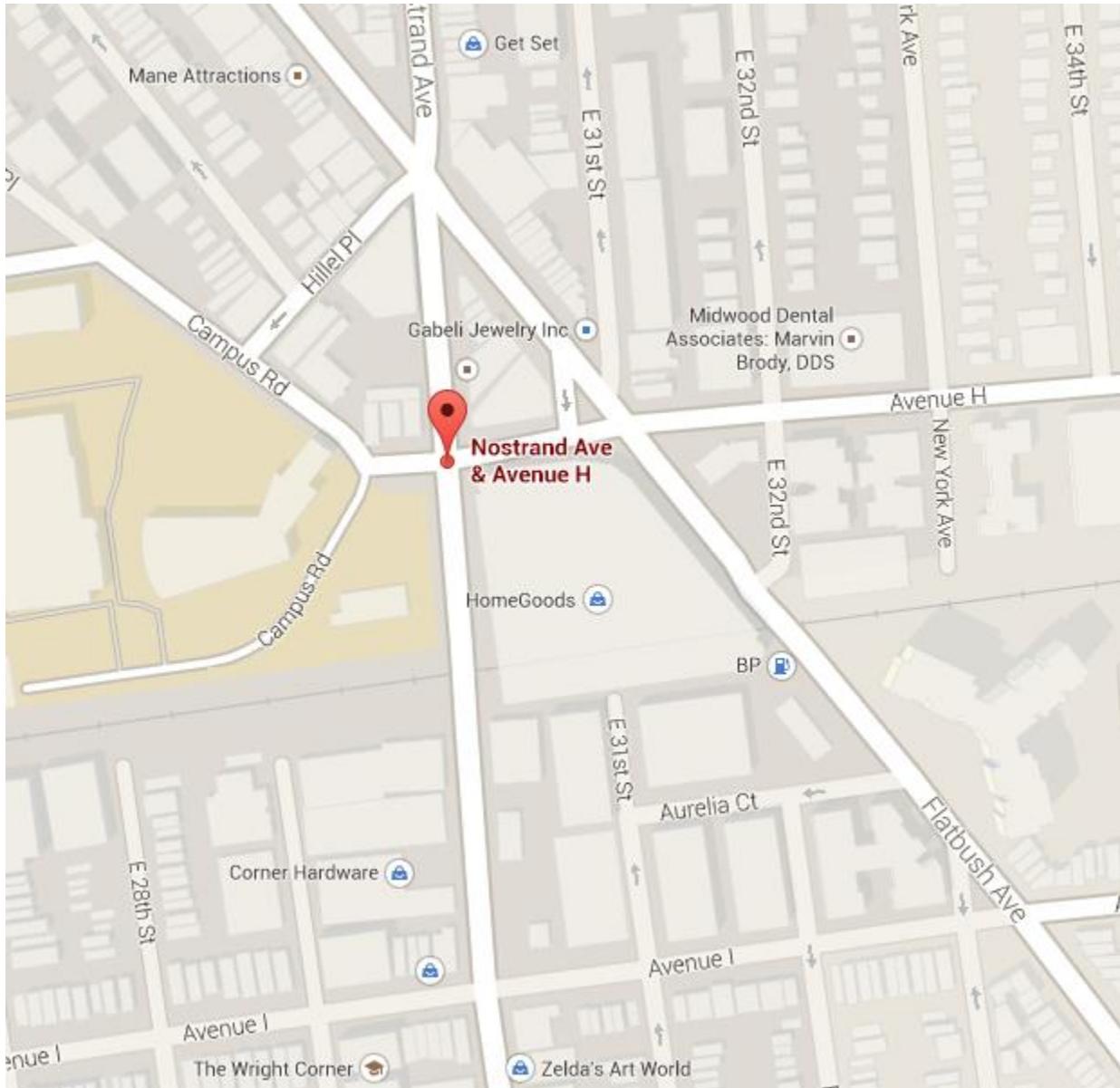
- Only narrow vertical sculptures will be considered for the median.
- Artwork cannot be installed directly onto the subway grates as it is owned and maintained by MTA.
- Painting a mural directly onto the epoxy gravel or concrete is not permitted.

**BROOKLYN**  
**4<sup>TH</sup> Avenue at 25<sup>th</sup> Street**  
**Site Photo**



## BROOKLYN

### Bridge, Nostrand Avenue between Avenue H and Avenue I Site Map



#### Restrictions/Considerations:

- Only murals painted directly onto the concrete bridge walls will be considered.
- Parachute cloth, vinyl decals and/or other forms of canvas may not be installed onto the walls of the bridge.

**BROOKLYN**

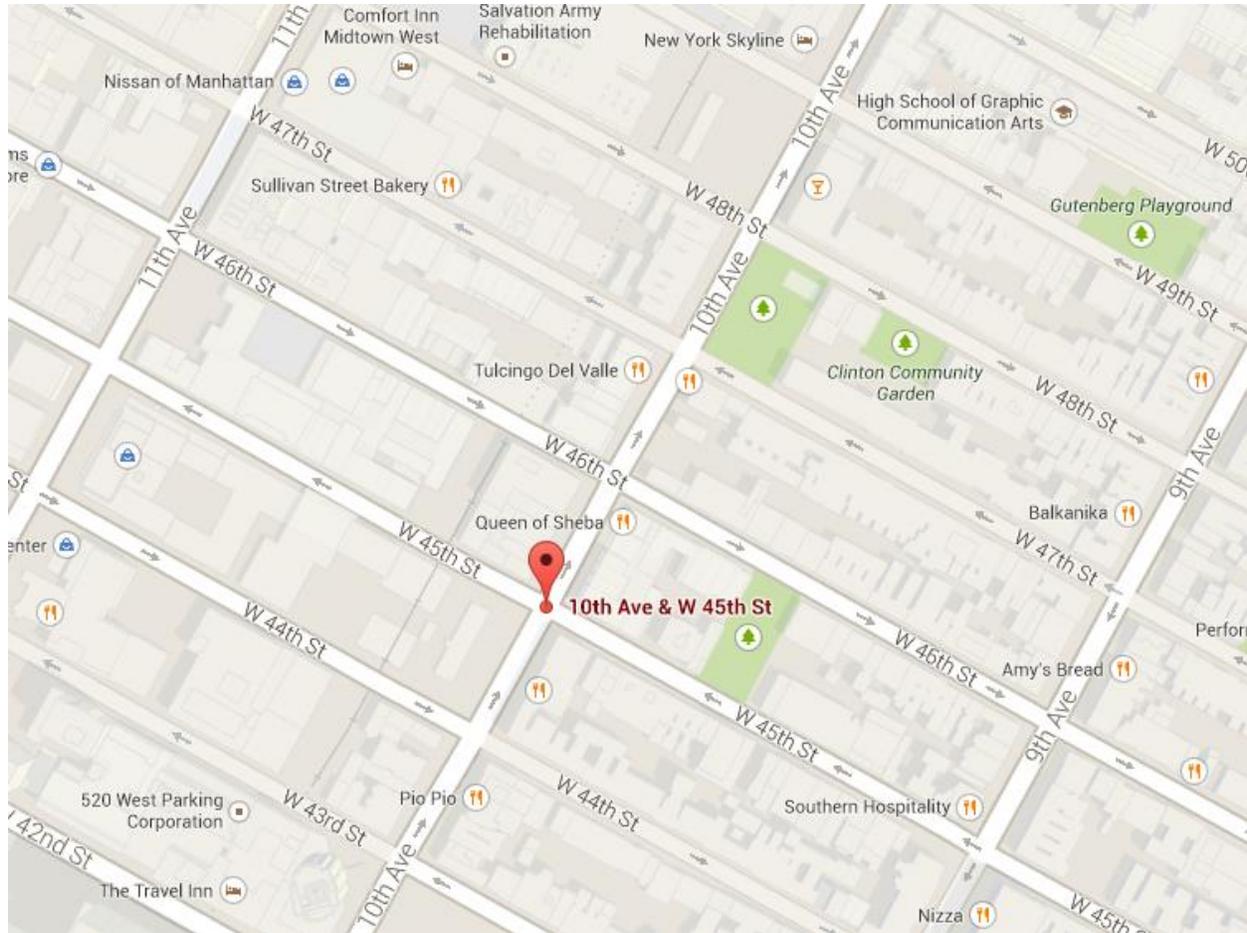
**Bridge, Nostrand Avenue between Avenue H and Avenue I**  
**Site Photos**



## MANHATTAN

Bridge, 45<sup>TH</sup> Street between 10<sup>th</sup> Avenue and 11<sup>th</sup> Avenue

### Site Map



### Restrictions/Considerations:

- Only murals painted directly onto the concrete bridge wall and corrugated metal fence will be considered.
- Only murals painted directly onto the concrete bridge walls will be considered.
- Parachute cloth, vinyl decals and/or other forms of canvas may not be installed onto the walls or fence of the bridge.

**MANHATTAN**

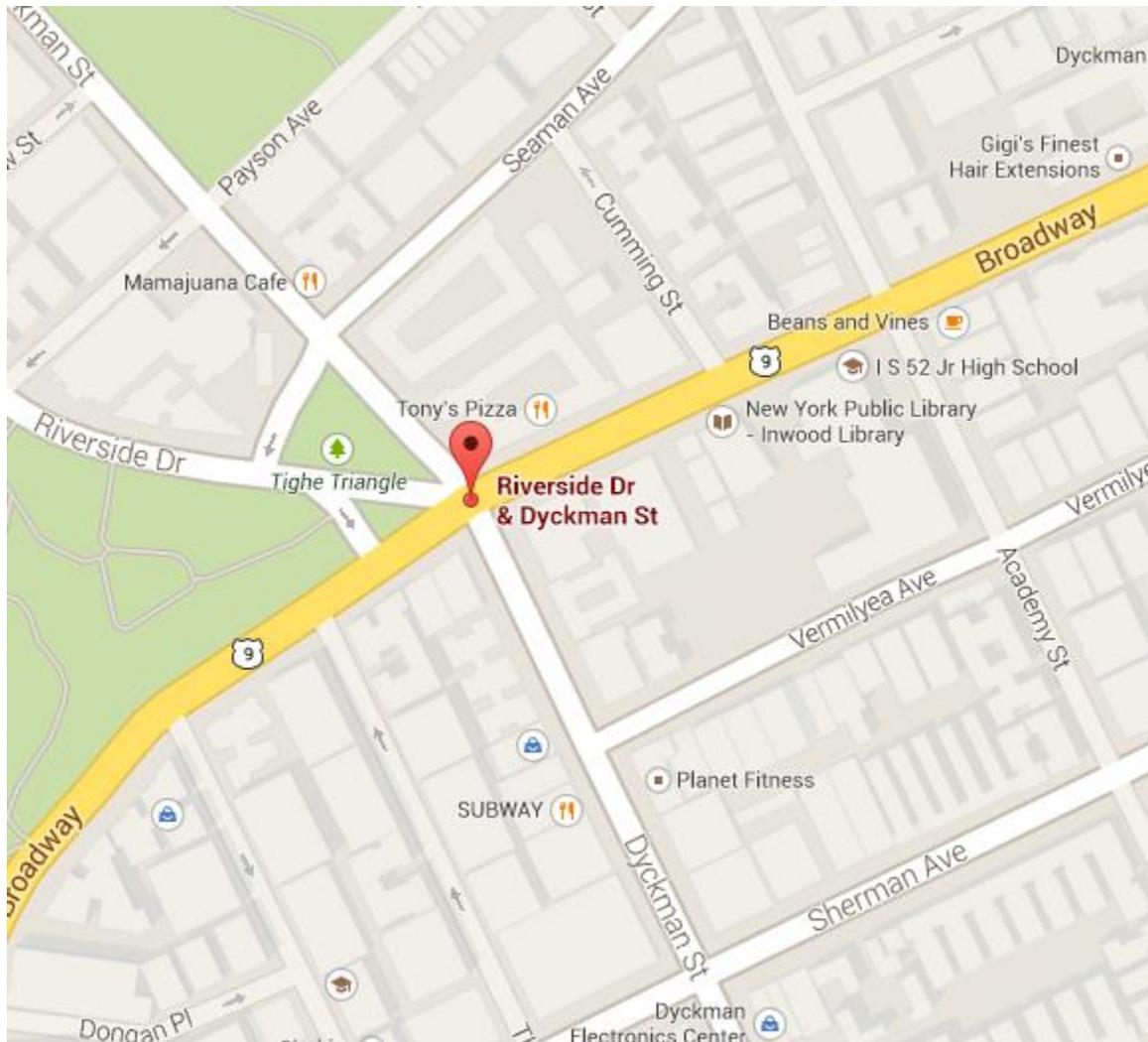
**Bridge, 45<sup>TH</sup> Street between 10<sup>th</sup> Avenue and 11<sup>th</sup> Avenue**

**Site Photos**



## MANHATTAN

### Sidewalk, Riverside Drive and Dyckman Street Site Map



#### Restrictions/Considerations:

- Only sculptures will be considered for the sidewalk.
- Artwork cannot be installed directly onto subway structure (stairway, ceiling, columns and grates) as it is owned and maintained by the MTA.
- Painting a mural directly onto the sidewalk is not permitted.
- Artwork must be installed at a minimum of 20' from park entrance.

**MANHATTAN**

**Sidewalk, Riverside Drive and Dyckman Street  
Site Photos**



## QUEENS

### Fence, 21<sup>st</sup> Street between 43<sup>rd</sup> Avenue and Queens Plaza South Site Map



#### Restrictions/Considerations:

- Only two-dimensional proposals (vinyl panels, plywood, sheet metal) will be considered for the corrugated metal fence.
- The fence may not be punctured or defaced during the installation. The DOT Art program will work with partners to devise a clamping method to display the artwork on the bridge structure.
- Painting a mural directly onto the fence is not permitted.

**QUEENS**

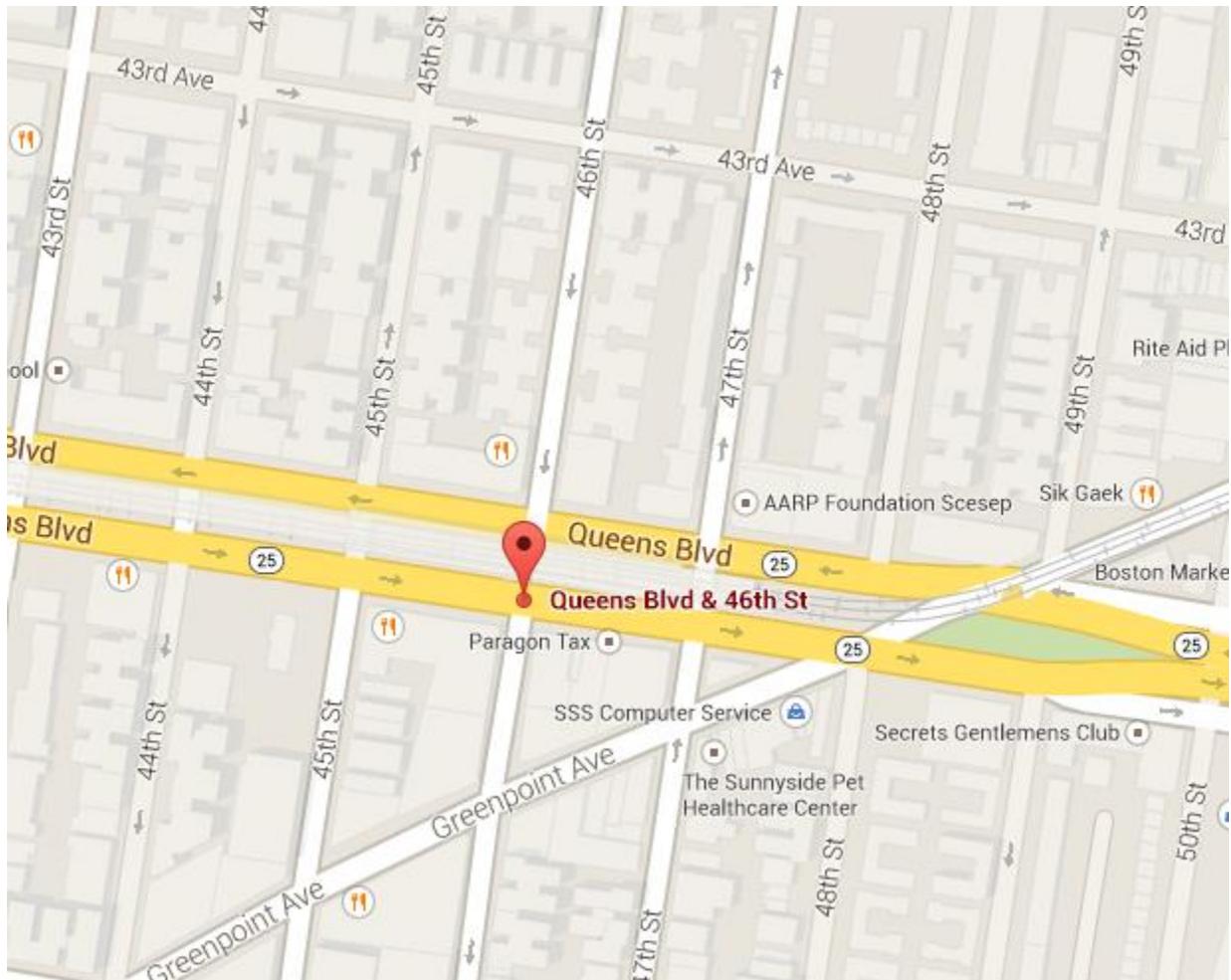
**Fence, 21<sup>st</sup> Street between 43<sup>rd</sup> Avenue and Queens Plaza South**  
**Site Photo**



## QUEENS

### Plaza, 46<sup>th</sup> Street at Queens Boulevard

#### Site Map



#### Restrictions/Considerations:

- Sculptures may be installed on the asphalt street space within the bollards.
- Sculptures may not be installed on the sidewalks.
- Murals may be painted directly onto the asphalt space between the sidewalks and bollards.
- Artwork cannot be installed directly onto the subway structure (stairway, ceiling, footings) as it is owned and maintained by MTA.
- Artwork must be installed in the center of the plaza to allow for pedestrian circulation.
- Applicants should also consider pedestrian egress points designated by the curb cuts.

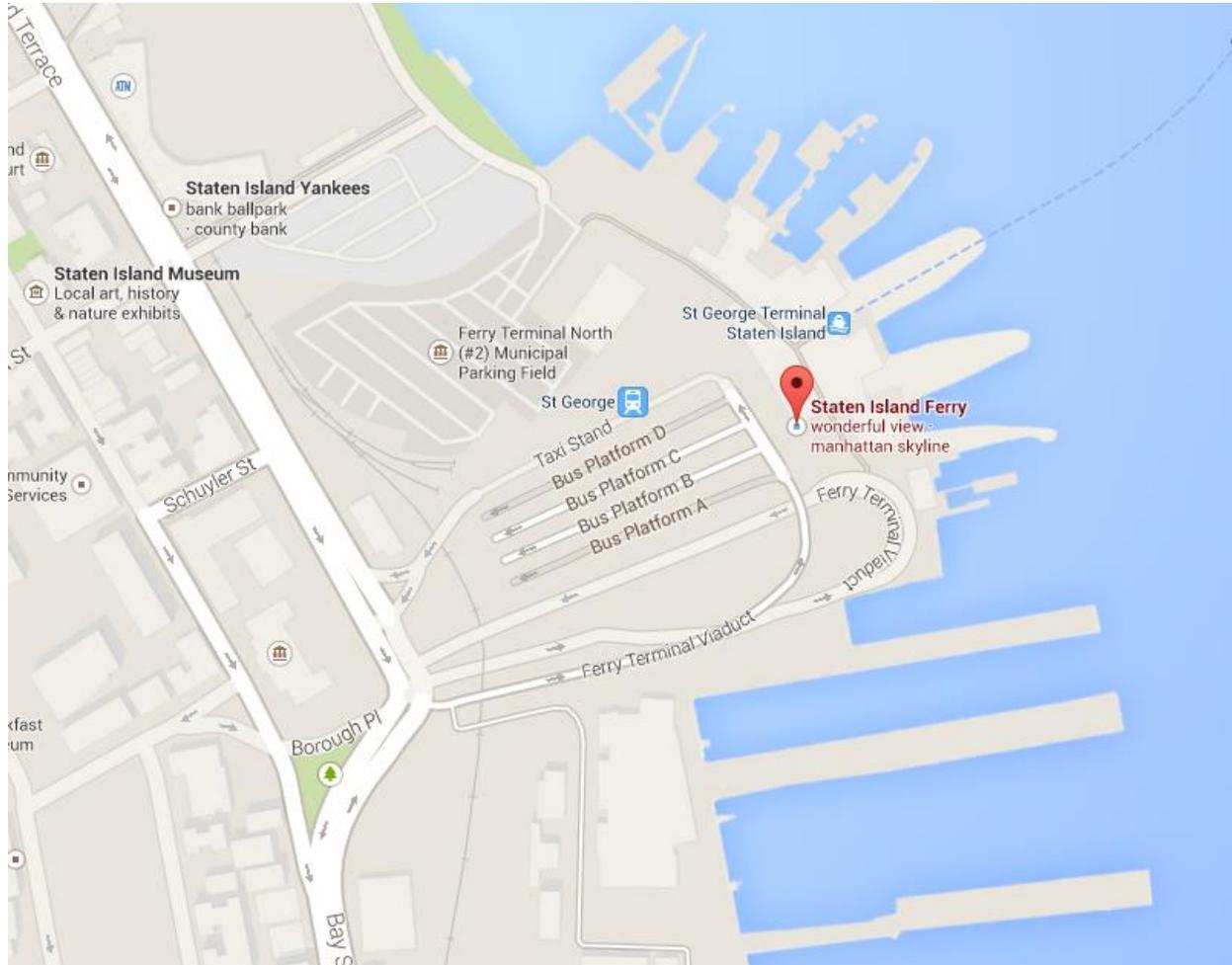
**QUEENS**

**Plaza, 46<sup>th</sup> Street at Queens Boulevard  
Site Photos**



## STATEN ISLAND

### Plaza, St. George Ferry Terminal, Richmond Terrace Exit, 1 Bay Street Landing Site Map

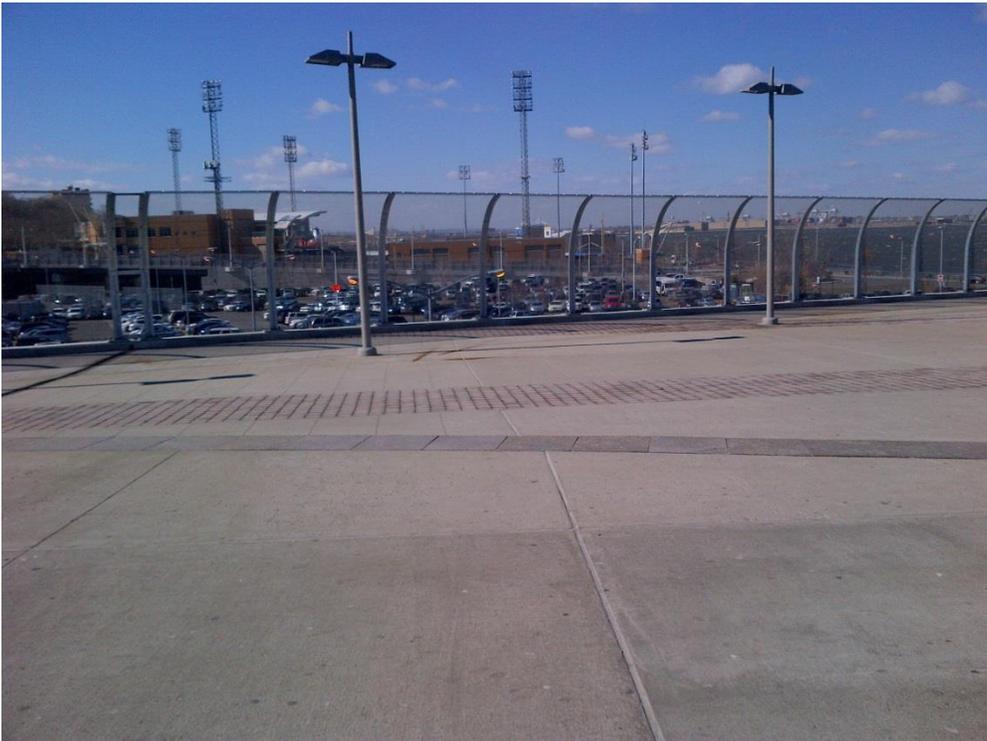


#### Restrictions/Considerations:

- Artwork is not permitted on the ferry terminal structure (walls, fences, columns, etc.).
- Only sculptures will be considered for the plaza.
- Painting a mural directly onto the pavement is not permitted.
- Artwork may be installed in the center of the plaza or closer to the fence or building line.
- Applicants should consider pedestrian egress points designated by the ramp and adjacent staircase.

**STATEN ISLAND**

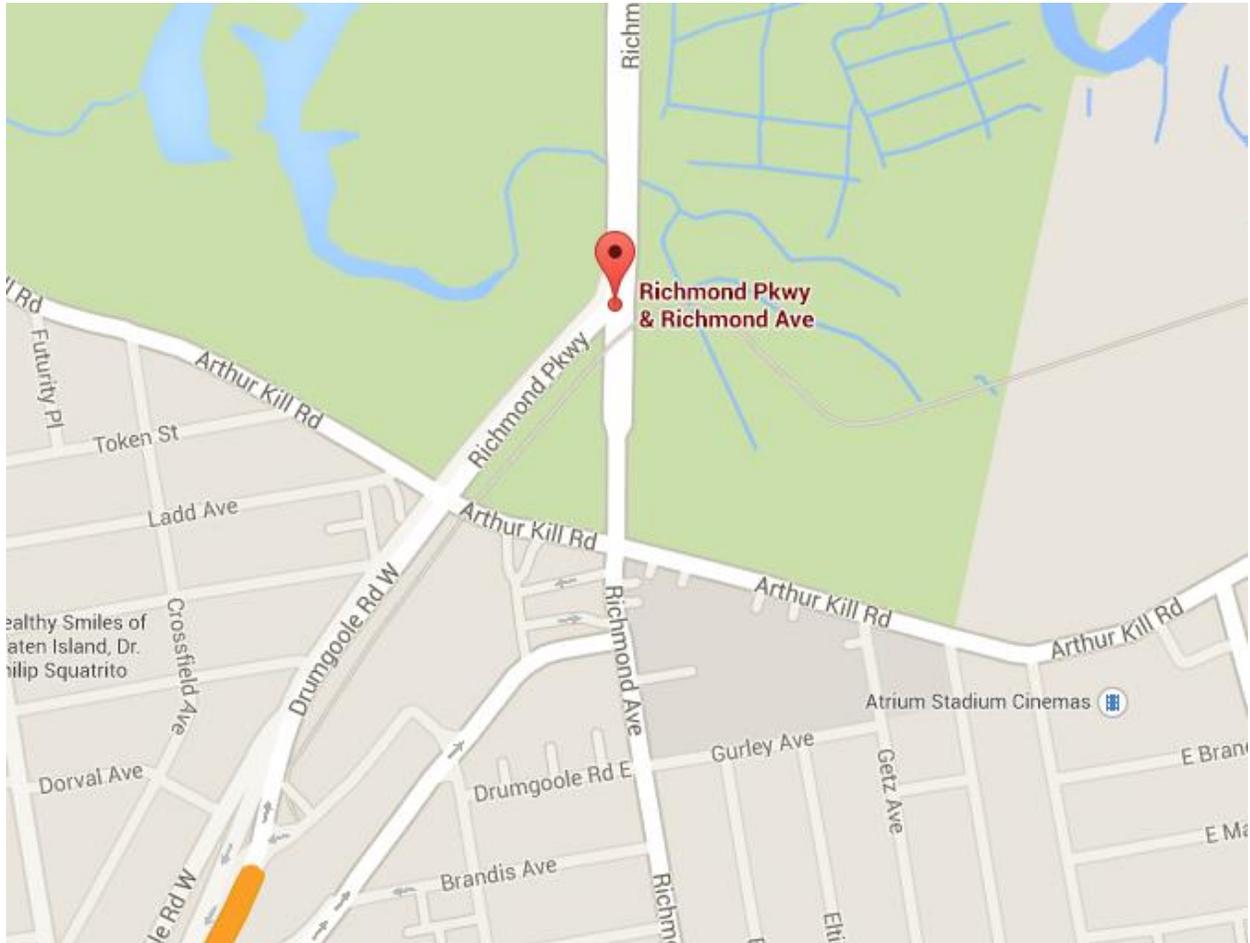
**Plaza, St. George Ferry Terminal, Richmond Terrace Exit, 1 Bay Street Landing  
Site Photos**



## STATEN ISLAND

### Bridge, Richmond Avenue at Richmond Parkway

#### Site Map



#### Restrictions/Considerations:

- Only murals will be considered for the concrete bridge area.
- Parachute cloth, vinyl decals and/or other forms of canvas may not be installed onto the staircase or walls of the bridge.

**STATEN ISLAND**

**Bridge, Richmond Avenue at Richmond Parkway**

**Site Photos**



# Appendix B: Recent Community Commissions



Flatbush Development Corporation and Lev Zeitlin, *Now & Then*  
Dorchester Avenue between East 16th Street and Marlborough Road (Brooklyn)

**THE POINT and Sharon de la Cruz**  
*Walking Series*  
Hunts Point Avenue Bridge (Bronx)



**Downtown Alliance and Jennifer Cecere**  
***Doily Bench***  
Water/Whitehall Street Plaza (Manhattan)



**The Variety Boys and Girls Club of Queens and Darren Goins**  
*Flexible*  
40th Street and Queens Boulevard (Queens)



# Community Commissions

## Application Cover Sheet

### GENERAL INFORMATION

**Submission Date:** \_\_\_\_\_

**Site Selection:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Artist Name:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Artwork Type:**       Sculpture       Mural       Lighting Design       Intervention       Other

**Materials:** \_\_\_\_\_

**Proposed Installation Date:** \_\_\_\_\_      **Funding Request:** \_\_\_\_\_

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.

- Community Commissions Application Form;
- No more than 4 project renderings (include: sketches, site plan, and Photoshop renderings);
- 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
- Organization support letter.

**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**

# Community Commissions

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## Application

**Organizational Background** Describe your organization's mission and include one strong example of a community-based project.

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

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**Project Description/Artist Statement** Describe the overall concept and approach for the proposed artwork and its consideration for the social, historical, architectural, geographical and/or cultural context of the site.

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**Community Involvement** Describe your community outreach strategy and include a list of local stakeholders you plan to involve during design, fabrication and/or installation.

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

# Community Commissions

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## Application

### Project Budget

What is the estimated total project budget? \_\_\_\_\_

Provide a line item budget (Artist Fee, Materials, Fabrication, Equipment Rental, Transportation, Installation, Maintenance, and Removal):

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How much funding is being requested from NYCDOT? \_\_\_\_\_

How much funding is already committed for the project? \_\_\_\_\_

**Fabrication/Installation** Describe the fabrication and installation methods and include a list of relevant materials, hardware and equipment required to produce and install the artwork.

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

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### Project Schedule

Provide a tentative schedule for implementation.

Installation \_\_\_\_\_

Display Period \_\_\_\_\_

Removal \_\_\_\_\_