CITY OF ITHACA
PLANNING DIVISION

Request for Proposals
FOR
City Mural Program 2020

DEADLINE FOR RECEIVING SUBMISSIONS
Friday, April 6, 2020

PROJECT MANAGER:
Alexander Phillips
108 East Green Street
Ithaca, NY 14850
aphillips@cityofithaca.org
607-274-6556
SECTION I – PROJECT DESCRIPTION

The City of Ithaca’s Community Life Commission and Downtown Ithaca Alliance are requesting mural proposals for the greater downtown area. Artists, residents, neighbors are encouraged to illustrate futures aspired from initiatives like the city's Green New Deal. What images or scenes emerge when the benefits of social, economic, and environmental justice are shared by everyone in our community?

Successful proposals will demonstrate positive use of color, imagery, a sense of community, good will, and be reflective of the community where they are proposed.

Since physical dimensions vary by site, artists must specify their preferred type of site from the identified public spaces identified in the RFP and the public art webpage. An artist or collaborative group may submit more than one proposal, however no more than one proposal will be chosen per artist/collaborative. Selected artists for the 2020 cycle will be granted $250 for their work and provided with paint by the City. The City will also support selected artists seeking outside grant/funding opportunities.

SECTION II – RESPONSE INFORMATION

1. Requirements and Deadlines for Submitting a Response to Call
   a. Deadline: **Friday, April 6th, 2020**
   b. Submissions will be accepted via email and mail to Alexander Phillips at:

   **Email:** aphillips@cityofithaca.org
   **Mail:**
   Alexander Phillips
   C/o Department of Planning and Development
   108 E. Green Street, Ithaca, NY 14850
c. To be considered for this commission opportunity, artists must submit the following:

1. Proposal Application
2. Creative sketch of proposed work
3. Description of proposed work with identified site
4. List of materials to be used and equipment needed for the project
5. Budget estimate and sources of funding for the project as proposed
6. Description of community involvement (if applicable)
7. Artist resume or description of prior art experience
8. Images documenting previously completed artwork (of similar scale if possible) and list of artwork.
   • If submitting digitally, digital images must be JPEG or JPG only.
   • File Size: under 10 MB, if over please provide a link via dropbox, wetransfer, google drive.
   • Do not include more than one image in each JPEG.
   • Do not superimpose your name, logo, or any other identifying characteristic on the JPEGs.
   • For images please include a list including title, dimensions (H x W x D), date of completion, estimated budget and brief description of the artwork. List should identify artist’s role if the project involved a team effort.
9. Questions about the project or submittal should be directed to Alexander Phillips via email (aphillips@cityofithaca.org) or phone at 607-274-6556.

**DO NOT SEND ORIGINAL ARTWORK.** Applicants are strongly encouraged to retain a complete copy of their application for their records. Late applications will not be considered.

The City contact for this RFP is Alexander Phillips, Planner.
Any questions relating to this RFP to Artist should be directed to: Alex Phillips via email (Aphillips@cityofithaca.org) or phone (607-274-6556).

2. Scope of Work

Selected artists will paint a mural on either a Jersey Barrier or Plywood Box in the Greater Downtown Area. Artists will submit proposal, which may receive some feedback from the City’s approval process. Successful proposals will address the project description and will depict a vision of the city. Selected proposals will be inclusive and demonstrate positive use of color, imagery, a sense of community, good will, and be reflective of the community where they are proposed to be placed.

Proposals will be evaluated by the City Mural Program Subcommittee. This subcommittee will provide recommendations to the Community Life Commission. Recommended proposals will then be considered by the City’s Community Life Commission, the Planning & Economic Development Committee, and Common Council.

**Award**
Approved proposals will be awarded $250 and will be supported with paint provided by the City (Lowes, Home Depot, Sherwin Williams).
3. Estimated Timeline of Project

February 2020  Call is open for submissions.
April 6, 2020  Application Deadline 11:59 pm (local New York time)
April 2020  City Mural Subcommittee Recommendation.
April/May 2020  Recommendations submitted to Community Life Commission
August 2020  Common Council Decision
August/September 2020  Approved Murals may be painted

SECTION III – EVALUATION AND SELECTION

Submitted Request for Proposals (RFP) materials will be collected by the staff of the City of Ithaca Department of Planning, Building, Zoning, & Economic Development. Recommendations will be made by a review subcommittee consisting of art professionals, community organization leaders and community members. Non-voting advisors to the panel may include additional city staff. The panel will review the work of all applicants before recommending a finalist. The final recommendations of the review subcommittee will be reviewed by the Community Life Commission; the Planning and Economic Development Committee and the Common Council of the City of Ithaca, prior to the award of contract.

SECTION IV – TERMS AND CONDITIONS OF CALL

Any Respondent that submits a response to this Call shall be deemed to agree to the following terms and conditions:

1. Reservation of Rights by City

   a. Selected artist(s) must sign an agreement with the City of Ithaca (as approved by the City Attorney) prior to beginning installation. Finished pieces will be the property of the City of Ithaca and subject to a contract approved by the City Attorney. The City of Ithaca reserves the right to reproduce finished work for promotion and archival purposes in both print and electronic form. The City of Ithaca will not sell reproductions of the work without written consent of the artist(s). The artist(s) shall waive his/her rights under the Visual Rights Act of 1990 and Section14.03 of NYS Cultural Affairs Laws, to the extent that such rights would preclude or constrain the right of the City to remove any accepted artwork. Submission of a proposal for this call implies acceptance of all conditions here stated.
CITY OF ITHACA CITY MURAL PROGRAM  
Proposal Application

<table>
<thead>
<tr>
<th>Applicant / Contact Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization / Institution (if applicable):</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>Website:</td>
</tr>
</tbody>
</table>
| (Required):  
Project Title: |

Checklist of items to enclose with application:

- Creative sketch of proposed work
- Description of proposed work (including identified site)
- List of materials to be used and equipment needed for the project
- Budget estimate and sources of funding for project as proposed
- Description of community involvement (if applicable)
- Artist resume or description of prior art experience
- Images and list featuring previously completed artwork (of similar scale if possible)

Applicant Signature: __________________________ Date: ______________

Please submit this form and application materials to:

**Aphillips@cityofithaca.org**  
or  
City of Ithaca Community Life Commission  
Department of Planning and Development  
City Hall, 3rd floor  
108 East Green Street  
Ithaca, NY 14850

For assistance, please contact:  
**Aphillips@cityofithaca.org**  
Alex Phillips, Planner

**Deadlines for entries:**  
GND Futures - 6 APRIL 2020

Selected artists must sign an agreement with the City of Ithaca (as approved by the City Attorney) prior to beginning installation. Finished pieces will be property of the City of Ithaca and subject to a contract approved by the City Attorney. The City of Ithaca reserves the right to reproduce finish work for promotion and archival purposes in both print and electronic form. The City of Ithaca will not sell reproductions of the work without written consent of the artist(s). The artist(s) shall waive his/her rights under the Visual Rights Act of 1990 and Section14.03 of NYS Cultural Affairs Laws, to the extent that such rights would preclude or constrain the right of the City to remove any accepted artwork. Submission of a proposal for this call implies acceptance of all conditions here stated.
CITY OF ITHACA CITY MURAL PROGRAM
Site Dimensions

Plywood Box #1 Dimensions:
- H: 49.5"
- L: 84-97"
- W: 70-72"

Plywood Box #3 Dimensions:
- H: 49.5"
- L: 97"
- W: 59"

Plywood Box #3 Dimensions:
- H: 49.5"
- L: 48.5"
- W: 48"

Jesrsey Barrier Dimensions:
- H: 33"
- L: 119.5"