

The Delaplaine Arts Center

Request for Proposals (RFP): Public Art Opportunity

Project

The Delaplaine Arts Center, a private, 501(c)(3) nonprofit organization, located at 40 South Carroll Street in historic downtown Frederick, Maryland, seeks to install a sculptural artwork in the art center's garden along Carroll Creek Park on an existing cement pad.

Project Goals

- Enhance the public art in the Delaplaine's garden and along Carroll Creek Park Promenade.
- Create an artwork for an outdoor environment that reflects the Delaplaine's vision that "everyone deserves art" and complements the arts center building's historic industrial character and its successful adaptive reuse.
- Promote the Delaplaine and downtown Frederick as a destination for residents and visitors to experience art.
- Select a dedicated and qualified artist or art team that can demonstrate artistic excellence while completing this project on time and within the approved commission.

Project Schedule (Please note these dates can be changed by the Delaplaine at any time)

- July 1, 2024 – RFP released
- August 31, 2024 – RFP closes
- September 15, 2024 – Short list of proposals selected
- October 1, 2024 – Selected artist announced
- November 1, 2024 – Final design due from artist
- November–December 2024 – Design moves through city review and approval process
- May 1, 2025 – Art production completed
- June 15, 2025 – Installation completed

Project Site

The project site is a pre-existing 6-foot by 6-foot concrete pad suitable for artwork display located on the north side of the art center's property, at the northeast corner. The site borders a public accessway to the Carroll Creek Promenade and is highly visible from the promenade, as well as South Carroll Street and East Street. The site is a few feet from the corner of the Delaplaine's Event Deck.



Scope of Work

Responsibilities for Artists Submitting Proposals

- Develop a concept for a sculpture on the project site.
- Submit a proposal that aligns with the project's established goals.
- Submit questions prior to the established deadline for proposal submission.
- Conduct research as necessary to understand the project, the site, the community, its local history, and other considerations as necessary to inform an artistic approach.

Responsibilities for Artists Selected for the Short List

- Create a mock-up of the artist concept (2-D or 3-D).
- Provide a presentation of the concept.

Responsibilities for Artist Selected for the Commission

- Create an approved design for artwork.
- Collaborate with Delaplaine staff and various City of Frederick staff and committees on the approval process, including the Historic District Commission and Public Arts Commission, attending any necessary meetings.
- Provide technical assistance as necessary and coordinated in advance.
- Share maintenance requirements.
- Coordinate with Delaplaine staff on marketing and public engagement, attending any public or private opening activities.
- Fulfill artist responsibilities with the contracted budget and timeline.

Budget

The maximum budget available for the artwork is **\$10,000**. This budget will be all-inclusive to include artist fees, artist assistant costs, artist studio costs, scaffolding and ladder equipment, materials and supplies, travel-related expenses, specialty consultants, preparation and installation of the artwork, and other associated costs. Additional budgetary resources are not available. External costs such as marketing, permitting, and evaluation do not need to be included in the budget.

Selection Process

Eligibility

The Delaplaine is seeking artists or collaborative artist teams who can make a commitment to working in Frederick, MD, as necessary to fulfill the responsibilities of this project. For the purposes of this RFP, "artist" refers to an individual artist or a team of artists. Any artist, especially artists residing in Frederick County, MD, established or emerging, and working in any medium, is encouraged to apply. Artists must be citizens of the U.S. or authorized to work in the U.S.

Selection Process

This is an open call. Designated representatives of the Delaplaine will review the artist submissions and identify the short list of finalists. Up to five artists will be asked to submit their concepts for final selection. The Delaplaine will award the final commission. The decision will be based on a review of artist's qualifications and concepts using the review criteria below. The Delaplaine is not required to select a proposal from the submissions received if, in the Delaplaine's judgment, the relevance, quality, or the qualifications of the artists are not appropriate.

Artist Qualifications

The evaluation of artist qualifications will be based on a review of completed artworks, artworks in progress, or as otherwise described in articles, reviews, etc. Qualifications shall demonstrate:

- Experience and knowledge in creating permanent, durable, outdoor public art works.
- Appreciation of design in a public space.
- Ability to accomplish projects of similar complexity within the budget, timeline, and constraints presented based on examples of prior artwork.
- Ability to create site-specific artwork responsive to the opportunities and constraints of the site.
- Ability to create artwork that engages a wide audience.

Review Criteria

The evaluation of the selected concept will be based the following criteria:

- Creativity in addressing the constraints of the site through materials and methods.
- Success in reflecting the project's goals (see page one).
- Feasibility of completing the project within the allotted budget and timeframe.

Application Requirements

The following are required by August 31, 2024, at 11:59 pm (deadline) as a single digital file in PDF format:

- Completed application and plan for installation and maintenance.
- Narrative and design illustrating the artist's concept.
- Artist's working timeline and budget.
- Supporting materials such as images and reviews of previous work, references, etc. (10-page limit).
- Artist CV.

Applications lacking any of these requirements will not be considered.

Other Information

Ownership: Artist will retain the ownership of design ideas submitted until a final selection has been made and a contract signed between the Delaplaine and the artist. At the time a contract is awarded, the ownership of the design and the artwork produced will become the property of the Delaplaine.

Compensation: Financial compensation for completion of the artwork will be made in accordance with the agreed upon contract between the Delaplaine and the artist.

Attribution: The artist will be attributed on a label with the artwork and as feasible when the work is publicly mentioned by the Delaplaine (such as press releases, in the Delaplaine's magazine, etc.).

Funding: This project is funded, in part, by a grant from the Tourism Reinvestment in Promotion and Product (TRIPP) program of the Tourism Council of Frederick County, Inc.

Contact and Submissions

Artists with questions about the application, process, or project should contact:

Duane Doxzen, CEO – ddoxzen@delaplaine.org

Submissions must be made to:

artsnetwork@delaplaine.org

The Delaplaine Arts Center

Public Art Opportunity RFP Artist Application

Artist Information

Name _____ Preferred Pronouns _____

Address _____ City, State & Zip _____

Email _____ Phone _____

General Background

Give a general background describing the themes, motifs, or ideas you have conveyed or would like to convey through your art. List any murals, sculptures, and other exterior artworks you have worked on, including project locations and details. Use additional pages as needed and attach any appropriate photos.

Affirmations

Please read and initial.

_____ I have read the RFP and understand the projects goals, schedule, responsibilities, budget, selection process, and submission deadline and requirements.

_____ I have attached the following items to this application in a **single PDF format**:

- Artist CV
- Narrative and design illustrating the artist concept
- Artist working timeline
- Artist budget
- Plan for installation and maintenance
- OPTIONAL – Supporting materials such as images and reviews of previous work, references, etc. (10-page limit)

Submissions must be made by August 31, 2024, 11:59 pm to:
artsnetwork@delaplaine.org