

REQUEST FOR PROPOSALS – Temporary Public Art Installations

REVIEW PROCESS:

The City of Palo Alto Public Art Commission is accepting proposals on an ongoing basis for the temporary placement of works of art in public spaces in Palo Alto. The City of Palo Alto (the “City”) is seeking innovative, thought-provoking projects by artists that relate to a proposed space in an engaging way. The Public Art Commission seeks written proposals that relate to the Palo Alto community and the experience of living in this environmentally-friendly cradle of Silicon Valley. Be creative!

Issues of particular concern include, but are not limited to, the safety and durability of the artwork and its suitability to the proposed site. After the Public Art Commission's approval of a proposal by an artist and/or a sponsoring organization is provided, an agreement between the artist and/or sponsoring organization and the City must be executed. There is no deadline for submitting proposals.

The artist and/or sponsoring organization will be responsible for, among other matters, the funding, installation, insurance, maintenance, repair, and removal of the artwork and the restoration of the site. Artists/sponsoring organizations may submit a proposal, requesting funds from the Palo Alto Public Art Commission. However, the City's expectation is that temporary public outdoor installations of works of art will be self-funded.

SUBMISSION REQUIREMENTS:

- A written description of proposed artwork, including, but not limited to, the medium, dimensions (Height x Width x Depth and weight), installation method, anchoring procedure, and any necessary maintenance to be provided. If the artist's proposal is selected, then engineered drawings concerning the artwork and base and/or anchoring procedure will be required to be furnished.
- If the artist is proposing an existing work of art for temporary placement, there will be required:
 - Photographs or slides of artwork, including a reference to human scale.
- If the artist is proposing a new work of art, there will be required:
 - Working drawings and/or photo of the maquette constructed to scale.
- Artist's brief statement which describes the artwork
- Artist's resume
- Installation budget, including a description of the sponsoring organization's proposed financial support or other method of financing. Include the name, address and phone number of the contact person for the organization.

- Proof of insurance may be required at the time of the proposal but in any event insurance will be required at the time of contract execution.
- Proposed duration of the exhibition (no longer than one year).
- The proposed location of specific site(s) for the installation and a statement explaining the grounds for requesting the specific site(s) OR a general description of the type of environment for which the installation of the artwork is designed or suitable.
- Up to ten photographic or computer-readable images of the artist's previous work. All images or photos must be clearly labeled with the name of the artist, title of work, media and dimensions (HxWxD & weight).

The artist must include a self-addressed stamped postage prepaid envelope, if the artist wishes that proposal materials be returned to him or her. Send proposals to:

Public Art Commission
Division of Arts & Sciences
1313 Newell Road
Palo Alto, CA 94303
650.329.2227