



CALL TO ARTISTS: REQUEST FOR PROPOSALS

Pepco Waterfront Building Niche Design Project

Deadline for Submissions: Friday, March 03, 2017; 4:00 PM EST

Project Budget: \$100,000

The DC Commission on the Art and Humanities (CAH) with Potomac Electric Power Company (Pepco) is seeking professional proposals from local artists or artist teams for the design, fabrication and installation of a permanent work of public art on the electrical substation building that is planned for the Buzzard Point area in Southwest Washington, DC.

PROJECT OVERVIEW

Buzzard Point, located on a peninsula formed by the confluence of the Potomac and Anacostia Rivers, is on the verge of transforming from a bare, industrial area into a vibrant, mixed-use neighborhood anchored by the new DC United Soccer Stadium. Pepco is creating the Waterfront Substation to support existing customers and forthcoming development efforts in the Capitol Riverfront and Southwest Waterfront areas. In 2016 CAH and Pepco commissioned a large-scale sculpture by regional artists David and Eli Hess for the site. The sculpture titled *Flash Point*, is an interpretation of Nicola Tesla's equipment used during his many electrical experiments. This public artwork will be in close proximity to the niches and installed within the small plaza area located in the southeast corner of the substation on R Street, SW. An image of the work is located in the download link below for the niche specifications.

PROJECT GOALS

To further enhance the substation and contribute to a future dynamic neighborhood, CAH and Pepco are seeking to commission a work of public art within the buildings niches that achieves the following goals:

- Activate the Pepco Waterfront Substation's ten (10) niches.

- Create a vibrant design element for the area, which will serve as a major thoroughfare with the forthcoming DC United Soccer Stadium.
- Contribute to an inviting community space with engaging public art to promote communal activities and walkability in the neighborhood.
- Activate a project site located in an area identified as an economic development core focus by the DC Office of Planning.

PROJECT ELIGIBILITY

This opportunity is open to local DC artists and artist teams over the age of 18 who are current residents of Washington, DC. Each applicant must be a legal DC resident for at least one (1) year prior to the deadline of the application, maintain residency during the entire project period and have a permanent DC address, as listed on government issued ID or tax returns. Post office boxes may not be used.

PUBLIC ARTWORK SPECIFICATIONS

Due to safety and environmental concerns for the building, applicants should adhere to the following when developing proposal(s):

- Artwork must be highly durable, sustainable and low maintenance.
- Artwork must have a minimum five (5) year lifespan.
- Artwork should demonstrate maintainability, sustained structural and surface soundness and resistance to vandalism and weathering.
- Artwork must be fire resistant.
- Water elements and neon work is strongly discouraged for proposals.
- Lighting components - may be considered, but must be low maintenance and energy consumption.
- Artwork should not extend beyond one (1) foot from the surface of the building.
- Artwork should be able to withstand light cleaning using power washing.

SITE LOCATION & ARTWORK FOOTPRINT

The proposed artwork will be sited within the ten (10) niches on the façade of the Pepco substation located at 2nd and R Streets, SW, Washington DC. The building's south elevation (R Street View) has seven (7) niches and the west elevation (2nd Street View) will have three (3) niches.

NICHE SPECIFICATIONS

Please note the opening sizes may vary slightly due to final brick pattern/joint layouts that occur at each niche location. For detailed specifications and renderings of the substation niches, please use the provided Dropbox link to download: <https://goo.gl/b3ou07>

Art Niches	Art Niches	Niche-Width	Niche-Height	Ref Drawing No.
West Wall	NW-1	18'-4"	8'-8"	7E-223-025, 012
West Wall	NW-2	24'-0"	8'-8"	7E-223-025, 012
West Wall	NW-3	18'-4"	8'-8"	7E-223-025, 012
South Wall	NS-1	18'-4"	8'-8"	7E-223-025, 017
South Wall	NS-2	15'-8"	8'-8"	7E-223-025, 017
South Wall	NS-3	18'-4"	8'-8"	7E-223-025, 017
South Wall	NS-4	19'-0"	8'-8"	7E-223-025, 017
South Wall	NS-5	15'-8"	8'-8"	7E-223-025, 016
South Wall	NS-6	17'-4"	8'-8"	7E-223-025, 016
South Wall	NS-7	17'-4"	8'-8"	7E-223-025, 016

BUDGET

The design, artwork fabrication and installation budget is \$100,000 for this project. This budget must include the artist design fees (no more than twenty percent (20%) of the project budget) with costs associated with design, fabrication, transportation, shipping, installation, insurance, engineered drawings (stamped by a DC licensed engineer), permit costs and photographic documentation of the artwork.

ART SELECTION & APPROVAL PROCESS

CAH and Pepco will convene an Art Selection Panel representing diverse interests and expertise in public art to review the proposals of artists or artist teams that respond to this call. The Art Selection Panel will recommend the finalist based on the artwork proposals, credentials, prior work experience and overall capacity to complete the project. Upon approval of the concept design, the selected artist or artist team will work with Pepco and CAH to finalize all project details. Pepco will administer all payment(s) to the selected artist or artist team.

SELECTION CRITERIA

- The artist or artist team leader is a practicing professional artist with elements of the project supported by a team of design and fabrication professionals.
- The artist or artist team has demonstrated artistic and design excellence through innovation and originality as evidenced in previous work.
- The artist or artist team will participate in the design phase review and approval processes and will agree to complete the commission as required by the project schedule.
- The artist or artist team’s experience, availability and willingness to participate in public meetings to present their proposed design concept and address or consider adopting comments provided by the community and project stakeholders.
- Art work should demonstrate maintainability, structural and surface soundness

- Art work should be resistant to vandalism, weathering, excessive maintenance and repair costs.
- Work should be appropriate for placement on an urban pedestrian site, including the ability for the artwork to withstand public interaction.
- Artist should have a proven track record to complete the work on time and within the budget.

SUBMISSION REQUIREMENTS AND APPLICATION PROCESS

A detailed application instruction guide is provided on page 8. Applications are submitted via CAH's grant application portal. Applicants will be allowed to save incomplete applications and return to them for completion until the deadline. Any incomplete submissions at that time will be disqualified for consideration. Following are the steps for submission:

- Review the Pepco Waterfront Building Niche Design Project Call and determine eligibility of the applicant, project and project activities.
- Go to the "Apply for Grants" page on the CAH website and select the Grant Application Portal to register.
 - To reset the password select "Forgot your password?"
- Once fully registered, applicants can select the desired grant program for the call under the title **Civic Commissioned Projects (Individuals)** to begin applying.
- Complete the application questions.
- Upload all required documents and supplementary materials.
- Submit the application by **4:00pm EST** on the grant program's deadline date.

REQUIRED APPLICATION MATERIALS

Please prepare and submit the following documents to your application online:

1. Current **CV/Resume of Artist or Artist Team**, two (2) page maximum.
2. **Artist statement** (maximum of 500 words).
3. **Project narrative** describing the concept, approach to the project and the correlation to the proposed design theme. (maximum of 500 words)
4. **Up to three (3) design concepts** demonstrating the proposed work for the ten (10) niches in a JPG image or PDF file format. Each design concept should be uploaded in separate files. Design concepts should include the following: Short narrative; budget (if different from the detailed budget outline); measurements of the work; fabrication materials and components;

lighting specifications; detailed mounting and fastening requirements and maintenance requirements.

5. **Detailed Budget Outline** providing a detailed breakdown of project costs. It is encouraged to provide quotes for any outside contracting or fabrication needs during the project.
6. **Five (5) to ten (10) images of previous artwork.** Please submit high quality JPG files (do not use gifs, tiffs or other image formats). Please do not embed images into PowerPoint or PDF documents.
7. **Image Identification List** corresponding to submitted images within application of previous artwork.
8. List of at least three (3) **Professional References.** Please include name, address, phone number and email address for each reference.

Submission Deadline- completed applications must be received and uploaded to the grants portal by 4:00 PM (EST) on Friday, March 03, 2017. Failure to submit mandatory documents in the application will result in disqualification.

PRELIMINARY SCHEDULE

<u>DATE</u>	<u>ACTIVITY & DELIVERABLES</u>
January 31, 2017	Request for proposals released
March 03, 2017, 4:00 PM EST	Application deadline
Week of March 20, 2017	Panel to review applications and select finalists
March 31, 2017	Selected artist/artist team notified
April 2017	Payment executed by Pepco
May 2017 - September 2017	Artwork fabrication timeline
October - December 2017	Artwork installation timeline
December 2017 (date TBD)	Artwork dedication

ACCEPTING COMMISSION

Upon accepting the final commission, selected Artist or Artist Team must:

- Enter into an agreement with Pepco for the duration of the project;

- Be willing to participate in the proposal review and approval processes with CAH and Pepco;
- Be required to maintain all relevant licenses and carry professional liability insurance of \$2 million throughout the duration of the project to cover the artist or artist team and the artist's subcontractors;
- Be in good standing with the District of Columbia Government and required to have a license for operating and doing business within the District of Columbia;
- Secure fabricators and installers and finalize fabrication and installation schedules with PEPCO;
- Coordinate all engineering, construction and installation with Pepco, keeping CAH informed throughout the process;
- Work with CAH and PEPCO engineers to determine the best strategy for final installation and documentation (stamped drawings, shop drawings)
- Execute all fabrication and installation of the artwork adhering to the timeline;
- Document the completed work with professional photographs and provide those to CAH and Pepco for publicity and archival use with cost;
- Keep an itemized expenses checklist and purchase or service receipts for auditing and financial reporting purposes;
- Provide artwork maintenance plan and repair guidelines for the artwork.

PUBLICITY

Pepco will produce a dedication ceremony brochure and include the artist or team's information on websites, social media outlets and other various media outlets as needs are determined, and will host a public dedication ceremony in December 2017 upon installation of the artwork and completion of the substation. A weather-proof plaque/label with pertinent information and CAH/Pepco approved text will be installed along with the artwork.

CAH and Pepco have the right to photograph the artwork for educational purposes, brochures and other publicity without limitation. In all printed materials, CAH and Pepco will make every effort to credit the artist(s). All copyrights remain with the artist(s).

CONTACT INFORMATION

For more information regarding the project, or clarification about requirements, proposals, work sample submissions and any grant portal assistance, please contact the project managers below at the DC Commission on the Arts and Humanities.

Ron Humbertson, Art Collections Registrar: ron.humbertson@dc.gov or 202-719-6527

Kyra Saffran, Public Art Program Assistant: Kyra.saffran@dc.gov or 202- 299-5695



The DC Commission on the Arts and Humanities provides grant funds, programs and educational activities that encourage diverse artistic expressions and learning opportunities, so that all District of Columbia residents and visitors can experience the rich culture of our city. As a program of CAH, the *DC Creates Public Art* program provides high quality art installations and administrative support services for the public so they can benefit from an enhanced visual environment. The program purchases, commissions and installs public art throughout the District of Columbia to cultivate dynamic, vibrant and nurturing communities through the use of art and design. For more information on CAH visit www.dcarts.dc.gov.



Pepco is a regulated public utility company engaged in the transmission, distribution and default supply of electricity. Pepco serves an area of about 640 square miles with a population of about 815,000 people in the District of Columbia and major portions of Prince George's County and Montgomery County in suburban Maryland. For more information on Pepco visit www.pepco.com.





Application Instructions - Pepco Waterfront Building Niches

Applicants may request up to \$100,000 | Deadline: March 3, 2017 at 4:00pm

- Step 1:** When you log into the grant portal please select [My Open Applications](#) and click on [New Application](#) on the right side of the screen.
- Step 2:** Select the [Civic Commissioned Projects \(Individuals\)](#) Grant Program from the list of Currently Open Programs in the grant portal.
- Step 3:** Answer *Eligibility Questionnaire* at the bottom of the page. [Save and Continue](#) to enter the application.
- Step 4:** **First Page- Work Samples and Uploads:** Find the *Media Viewer* section of your application to upload **Five (5) to ten (10) images of previous artwork**. (Disregard the general instructions provided by the grant application portal).
- Click on the button [Select or Upload Media Files to Attach](#)
 - The Media Viewer is a popup window to upload your new images to your application. If you have previously used this system before you will have access to your previously uploaded media files.
 - Upload each image by using the orange "Upload New Media File" button on the popup window of the Media Viewer.
 - Please fill in the "Description" section for each file when uploading. This section provides a file name for the image within the Media Viewer. If you do not designate a description for the image it will be uploaded only as "File". It is recommended to provide a descriptive name such as *Title, Year, Medium*.
 - Once all images are uploaded to the *Media Viewer*, click on the File Name on the left next to each image within the list. Your image will be added to the main application page. If you do not see the image on the main page it has not been successfully uploaded.
- Step 5:** Upload a single PDF for each required document in the *Document Viewer*:
1. **Resume(s) of Key Personnel**
 2. **Design Concept(s)** uploaded into separate documents. If you are submitting less than three, please submit a blank PDF document in the required upload saved as "N/A" to be allowed to save and submit your application.
 3. **Detailed Budget Outline**
 4. **Image Identification List** for previous artworks uploaded to application. Please correspond the numbering of the images on the list that is uploaded to your application. Provide the following details about each image:

- Artist Name
 - Title, Year
 - Medium
 - Dimensions
 - Location or installation site (Public Artworks)
 - Short description of project (Public Artworks)
5. **Professional References**
 6. **W-9** (Please submit only one W9, identifying the individual or organization that will receive and disperse the funds)

Step 6: **Second Page- Overview:** Enter Artist Name and answer the two yes or no questions regarding your application and address changes.

Step 7: **Third Page- Request:** Complete the *Applicant Profile*.

Step 8: **Fourth Page- Request Details:** Insert your Artist Statement and Project Narrative. The artist statement should include descriptions of the concepts and/or process when creating their art. Project Narrative will detail your project proposals and design.

Step 9: **Fifth Page- Budget:** Complete the *Budget* form to outline the Project Income and Project Expenses that are detailed in your Itemized Budget. The Project Income and the Project Expense should equal to the amount requested (\$100,000).

Example:

Project Income:

Source: Contributed: Other

Amount: 100,000

Description: Funding grant from Pepco

Project Expense:

Source: Other

Amount: 35,000

Description: Fabrication

Step 10: **Sixth Page- Final Review:** Utilize the *Final Preview* tab to ensure a complete application and submit. Any missing documents or incomplete fields will prevent an application from being accepted.

ANY QUESTIONS?

Please contact the project managers below at the DC Commission on the Arts and Humanities.

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