



## **TOWN OF HUNTINGTON – Public Art Initiative** **Request for Qualifications – Waldbaums Community Mural Project**



**Submission Deadline: September 21, 2007**

**Open Call to Artists:** The Town of Huntington Public Art Advisory Committee, in collaboration with the Town of Huntington Youth Bureau's Project EXCEL, invites submission of qualifications from artists with experience in the creation of community murals in order to identify an appropriate candidate to lead a team of teen apprentice artists from the community in the design and creation of a community mural in this public/private partnership project. Although artists from outside the region will be considered, there is a strong preference for selection of a local artist with appropriate experience in order to facilitate ongoing supervision of teen apprentices in the project. It is expected that the mural will be painted off-site in sections on "parachute cloth" (polytab cloth), possibly at more than one community location, prior to being assembled and adhered to the wall at the project site.

**Project Site:** The east-facing exterior wall of the Waldbaums Supermarket at 60 Wall Street (facing new municipal parking lot on New York Ave.) in Huntington, NY (approximately 4,500 sq. feet).



**Estimated Budget:** The total project budget is expected to be approximately \$30,000-50,000, not including in-kind support (e.g. use of community facilities for painting of mural sections, use of a bucket truck for installation of mural sections, installation assistance from Town employees, etc.).

**Submission:** All submissions should include the following materials:

- **Examples of Prior Work:** Provide a minimum of 8 and a maximum of 16 images documenting prior work. Please include only completed work, not proposals. Images must be either in digital (preferred) or slide format.

- Digital images must be submitted on a PC-compatible CD in JPEG format, 1920 x 1920 pixels at 72 dpi and no more than 1.8 MB each. Please mask in *black* any excess area within the 1920 x 1920 pixel “canvas” not utilized by your images. This square format insures that horizontal and vertical images will be scaled the same for viewing, eliminating format-based size discrepancies.
- Slides must be submitted in a 9” x 12” plastic slide sheet with each slide labeled with the artist’s name, an indication of the top front, and a number corresponding to the image list.
- Image List: A printed image list labeled with the artist’s name and identifying each image by number, title of work, date, medium, dimensions (H x W x D), location, and any other significant information relevant to the work.
- Resume: A current professional resume, emphasizing prior mural experience and experience working with teens or other community members, preferably in the implementation of a community mural project.
- Letter of Interest: A brief statement summarizing your qualifications for creation of community mural project involving supervision of teen apprentices and describing your methods of working on such projects.
- References: Names, addresses, and phone numbers of 3-9 professional references with knowledge of your work, prior mural projects, and/or your ability to supervise teens in community mural project.
- SASE: (optional) Self-addressed, stamped envelope to return submitted materials.

For clarification of any information in this RFP, contact John Coraor at 631-351-3099 ([jcoraor@town.huntington.ny.us](mailto:jcoraor@town.huntington.ny.us)).

**Submission Deadline:** Submissions must be received (NOT postmarked) at the following address no later than 12:00 noon, prevailing time, September 21, 2007:

*Public Art Advisory Committee (Waldbaums Community Mural Project)*  
 c/o Purchasing Division  
 Town of Huntington  
 100 Main Street, Room 209  
 Huntington, NY 11743-6991

***(Proposer assumes all risk of delay in delivery of their proposal regardless of delivery method.)***

**Selection Process:** An Artist Selection Panel appointed by the Public Art Advisory Committee, and including representatives of Waldbaums and the Huntington Youth Bureau’s Project EXCEL, will review all submissions and recommend finalists in prioritized order to the Committee who will review and forward their recommendation for final approval by the Town Board based on the following criteria:

1. Quality of prior work as illustrated by submission materials.
2. Appropriateness of prior work to this community mural project and to expression of the spirit of the community.
3. Experience in design and creation of public murals.
4. Experience in supervision of others in a community public art project, preferably involving teens in a mural project.
5. Artist’s residence (where feasible, preference will be given to local & regional artists to facilitate project supervision).

*(NOTE: The Town of Huntington, its Public Art Advisory Committee, and the Artist Selection Panel for this project reserve the right, as their interests may appear, to reject any or all applications or proposals, to reject any finalist, to waive informalities in applications or proposals, or to terminate the selection process for any project without prior notice. Submitted materials will NOT be returned unless accompanied by a self-addressed, stamped envelope [SASE].)*

**Tentative Project Schedule:**

Submission deadline:	September 21, 2007
Finalist interviews:	Mid-Late October 2007
Notification/contract execution:	November 2007
Design Development/Approval:	December 2007-February 2008
Off-site painting of mural sections:	March-August 2008
Project installation:	August-September 2008

*The Town of Huntington Public Art Initiative was launched in 1998 to create a better visual environment for the citizens of the Town of Huntington by enhancing public spaces through the integration of the design work of artists with the development of Town public works projects whenever appropriate and feasible. The Public Art Initiative is guided by a Public Art Advisory Committee consisting of nine citizens appointed by the Huntington Town Board.*

**Huntington Town Board**  
 Frank P. Petrone, *Supervisor*  
 Mark Cuthbertson, *Councilman*  
 Susan A. Berland, *Councilwoman*  
 Stuart P. Besen, *Councilman*  
 Glenda A. Jackson, *Councilwoman*