



REQUEST FOR PROPOSALS



The Maryland-National Capital Park and Planning Commission (M-NCPPC) Public Art Committee (herein referred to as "the Committee") is issuing a "Request for Proposals" (RFP) for the design of artwork that celebrates and embodies Parks and Recreation within Prince George's County, Maryland.

The artwork will be sited in a prominent location within the Commission's Parks and Recreation Administration Building (PRA) located at 6600 Kenilworth Avenue, Riverdale, Maryland 20737.

This artwork should:

- Create excitement and interest for Parks and Recreation
- Honor and commemorate the rich history of the Maryland-National Capital Park and Planning Commission, Department of Parks and Recreation
- Inspire people of all ages to remember the past, highlight activities offered by the Department of Parks and Recreation, and encourage them to see a legacy that belongs to current and to future generations.

The selected artist will be expected to work in conjunction with the Committee and other departments involved in the approval process to implement design. The willingness of the artist to learn in-depth about the Parks and Recreation and have a dialogue with interested community members from which to apply the concepts is integral toward developing the artwork.

The artwork must be durable, low maintenance, and appropriate to the location. The artist should take into consideration the high volume of pedestrian traffic within the facility, light (both natural and electrical), and temperature control when designing the artwork.



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Works in a variety of media and forms will be considered. Examples of media include, but are not limited to: textiles, paint, wood, metal, photography, digital work, etc. Although the M-NCPPC does not endorse any restrictions on any particular artistic content, in making decisions, the Committee will consider the fact that users of this building will view this artwork within the context of a family-friendly environment.

I. Eligibility

This call is open to all individuals 18 years of age or older that live, work and/or have their studio in Prince George's County, Maryland. Artist teams are eligible to apply, including teams of artists from varying disciplines.

II. Project Budget

Up to five thousand dollars (\$5,000) – inclusive of all artist/design fees, research materials, fabrication, transportation and installation.

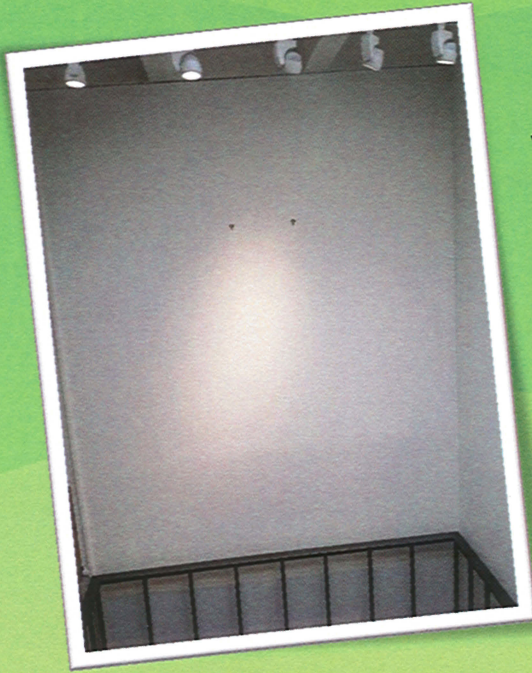
III. Time Line

June 5, 2013	Proposal Submission Deadline in office by 5 PM (proposal submissions may be made via email)
June 2013	The Committee meets to review proposals and materials and chooses finalist
June 2013	selected artist/artist team moves forward to finalize their proposal
July – Aug 2013	Artist(s) work on project
December 31, 2013	Artwork Installed at building

The Commission reserves the right to alter the project timeline.

IV. Artwork Completion Deadline

Expected project completion date is September 30, 2013.



Location Specs

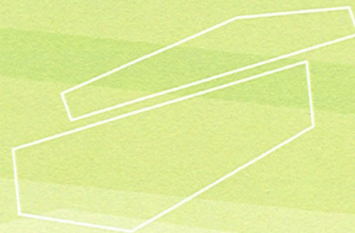
Artwork will be placed in the PRA Stairwell and should fit within an 8'w x 10'h space. The wall is constructed of drywall over metal sheeting and there is not an electrical outlet within close proximity.

Please note, when emailing proposal documents, please confirm receipt prior to deadline.

For all questions regarding this project please contact La'Tasha Banks whose contact information is provided below.

Artists interested in being considered should submit the following materials by 5:00 PM on Monday, June 5, 2013, to:

La'Tasha Banks
Visual Arts Specialist
The Maryland-National Capital Park & Planning Commission
Department of Parks & Recreation
Arts and Cultural Heritage Division
7833 Walker Drive, Suite 430
Greenbelt, Maryland 20770
Direct Line: 301.446.3242 | Fax: 301.446.3233
latasha.banks@pgparks.com | www.arts.pgparks.com | www.pgparks.com



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V. RFP Submission Guidelines

The following components must be submitted with each application for it to be determined complete and eligible for review by the Committee:

1. One completed and signed application form.
2. A brief summary of your proposal concept for this project, not to exceed five pages, including project theme, materials, dimensions, maintenance requirements, installation requirements, project budget, and any other significant facets of the project. Proposals should be accompanied by some sort of description and/or visual depiction of the concept.
3. Current Resume. If submitting as a team, a current resume should be submitted for each team member, with the primary lead member identified.
4. 5 images of the artist's past work no less than 300 dpi jpegs, 1000 pixels or less in the longest direction. In detail describe materials used, dimension and year of completion.
5. References. A list of three professional references that have intimate knowledge of the artist's work and working methods. This list must include complete addresses, telephone numbers and email address.
6. Optional. The artist may include up to three selections of support materials such as reviews, news articles, and other related information in support of his/her application.

Please note: The Selection Panel reserves the right to request minor modifications to the awarded concept. The artist or artist team leader must guarantee that the arts concept they present is original and does not violate the copyright of another person. The selected artist or artist team leader will enter into a purchase agreement with the Maryland-National Capital Park and Planning Commission (M-NCPPC) which may have them make minor modifications to the awarded concept with a final concept being included in the contract terms.

PRA – Public Art Project #1 Application

Name(s) of Artist or Artist Team Leader and Team Members: _____

Address of Artist/Artist Team Leader: _____

Home Phone: _____ Work/Cell Phone: _____

Email: _____ Website: _____

I, _____ (Print Name) hereby make a submission to the M-NCPPC PRA Public Art Project #1 and am in agreement with the competition terms as outlined in the Call for Proposals. I understand that all materials must be received at the Application Submission Address or via email by 5 pm on June 5, 2013.

Applicant Signature

Date

Please List Below the Items Submitted with Your Application:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Application Person and Address

La'Tasha Banks

Visual Arts Specialist

The Maryland-National Capital Park & Planning Commission

Department of Parks & Recreation

Arts and Cultural Heritage Division

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