

New Hampshire Recovery Monument Request for Proposals

Keith Howard, Chair, New Hampshire Recovery Monument Commission; Hope for New Hampshire Recovery

Senator David Watters, Vice Chair, New Hampshire Monument Commission

Site: [Bicentennial Square, Concord, New Hampshire](#)

Issue Date: August 15, 2022 **Deadline:** October 15, 2022

Project Budget: \$125,000

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About The New Hampshire Recovery Monument Commission

The Commission was established in RSA 4:9-p, q. Its duties include: The commission shall select the location and design for the New Hampshire recovery monument and oversee the construction and maintenance of the monument. In selecting a design for the monument, the commission shall develop a request for proposals and criteria for the evaluation of proposals. Design criteria shall include, after public consultation with interested parties, a monument including central features of a figural, representational, symbolic, or abstract form that recognize inclusively the varied New Hampshire historical and contemporary aspects of recovery from substance use disorders, with appropriate inscriptions and that recognize inclusively those New Hampshire individuals whose lives were lost and those affected by lost lives due to substance use disorders, with appropriate inscriptions. The design may also include an area surrounding the central monument for permanent individual commemoration for those New Hampshire individuals whose lives were lost due to substance use disorders. The design criteria shall include, after public consultation with interested parties, an area around the central features of the monument suitable for reflection and such commemorative activities as envisioned by the commission. The commission shall approve a memorandum of understanding with the host community governing the siting, design, and construction of the monument, and subsequent related activities.

For more information, see:

<http://www.gencourt.state.nh.us/rsa/html/l/4/4-9-p.htm>

<http://www.gencourt.state.nh.us/rsa/html/l/4/4-9-q.htm>

<http://www.gencourt.state.nh.us/rsa/html/l/4/4-9-r.htm>

About the Site: [Bicentennial Square, Concord, New Hampshire](#)

The use of the site is governed by a memorandum of understanding, as required in RSA 4:9-q that establishes the compliance with use of the site, construction, materials, and maintenance. The site features a multi-use city square with brick paving, an existing Bicentennial mural and historic brick walk, a cluster of granite features used as a children's play area, a fountain, and alleys between brick buildings to permit vehicle access for the restaurants and other businesses on the square. A site available for the primary monument features a raised area of about two hundred square feet, surrounded on three sides by a low brick wall, and on one side by the fountain. An alleyway that approaches the site as well as the pavement in front of it might be used for features of the monument.

Concord (pop. 43,976), the capital city of the state of New Hampshire, is the center of state government activity, including the capital complex and other state buildings. The Main Street is primarily comprised of nineteenth- and twentieth-century multi-story brick and granite buildings. The Main Street businesses are vital, with a welcoming streetscape for pedestrians. There is a strong historic preservation interest.

Lighting: The site is illuminated at night by city lighting, and any lighting features as part of the monument or illuminating it must comply with city regulations.

Artist Eligibility

The artist must be a legal resident of the United States and possess a Social Security number. Familiarity with the recovery community, its history, and its concerns should be demonstrated in the proposal, but membership in the recovery community is not a requirement for selection.

Process of Selection

The selection of artwork will be made by a Site Selection Committee comprised of representatives of the Commission, the recovery community and those who have lost someone to substance use, and the City of Concord in which the monument will be installed. Contracting with artists will be by the New Hampshire Department of Health and Human Services, with the advice of the New Hampshire State Council on the Arts. Oversight of installation is provided by the Commission and the Public Works department of the City of Concord. Final approval of the use of Bicentennial Square by the City of Concord for the monument will be made upon the satisfactory completion of the design plan.

Selection Criteria

The Site Selection Committee establishes desired themes for the artwork, identifies primary locations for artwork to be installed, reviews proposals submitted by artists, and makes recommendations for the selection of artwork based on the following criteria:

- Quality of the design concept
- Appropriateness of the proposed design concept and mediums to the stated themes (see pp. 3-4), and to the proposed inclusion of the recovery community in project design
- Suitability of the proposed artwork to the location, and approval of host municipality
- The artist's ability to carry out the commission, to keep the project within budget, to complete and install the work on schedule, and to work with host municipal officials under the MOU. Assessment is based on evidence of successful projects undertaken and completed in the past as noted in the artist's resume and work samples.

Design Considerations for the New Hampshire Recovery Monument

Site-specific commissioned **new work**. Due to this being a public site, all work must be durable, low-maintenance, sturdy, easy to maintain, and must pose no hazard to the public. The materials and the use of the site must be reflected in the design elements.

The selected artist is expected to work cooperatively with the Site Selection Committee and municipality to make necessary adjustments to proposals in relation to building codes and other

construction issues, and to assure smooth installation of the work, and to address accessibility. Secure base systems for 3-dimensional artworks are required and must be included in the proposal and budget.

Primary Location Available for Artwork

The Site Selection Committee has identified the location for the monument. **The photos below show the artwork site and surrounding area.** Final placement and measurements will need to be confirmed with the Site Selection Committee and the City of Concord.

Mediums and Themes

Desired mediums for outdoor works include, but not limited to: stone, concrete, glass, metal, fiberglass, and clay used to create free-standing sculpture, functional or sensory sculpture, relief or mosaics.

Undesirable mediums include fountains or the use of water, artwork that uses electricity, artwork that makes a sound, vibration, or hum (white noise).

Proposals will be evaluated for permanence, durability of materials, and safety to the public. Proposed artwork must require minimal conservation, optimally requiring no major conservation or maintenance other than periodic cleaning for up to 20 years. If proposal is selected, the Committee will require a statement of recommended maintenance. Security base and framing systems that include hardware to secure the artwork to the selected surface/s must be included in the proposal.

Themes: The design will be guided by the legislative language: “a monument including central features of a figural, representational, symbolic, or abstract form that recognize inclusively the varied New Hampshire historical and contemporary aspects of recovery from substance use disorders, with appropriate inscriptions and that recognize inclusively those New Hampshire individuals whose lives were lost and those affected by lost lives due to substance use disorders, with appropriate inscriptions. The design may also include an area surrounding the central monument for permanent individual commemoration for those New Hampshire individuals whose lives were lost due to substance use disorders. The design criteria shall include, after public consultation with interested parties, an area around the central features of the monument suitable for reflection and such commemorative activities as envisioned by the commission.”

The Commission selected the following themes, metaphors, concepts, and tone it is hoped the monument will convey: An overall feeling of hope, the emotional experiences of loss, grief, and recovery; reflection; sense of a journey; multiple pathways; inclusion of diverse people; recognition of recovery organizations past and present as focus for their members; recognition of names of people lost to substance use disorder and those in recovery. Appropriate ADA access is required for the site. Suitable paving and curbing for access and for gatherings are expected as features of the design.

For further information, see:

<http://www.gencourt.state.nh.us/statstudcomm/details.aspx?id=1530%20&rbl=1&txtkeyword=recovery>

<https://m.facebook.com/pages/category/Public---Government-Service/New-Hampshire-Recovery-Monument-Commission-100307032178199/>

On-site Informational Meeting and Tour

An on-site informational meeting and tour of the site will be held to allow artists to view the primary locations identified for artwork and envision how they might address the request for proposals. The meeting will be held on: **September 15, 2022 at 1:00 PM.**

All artists interested in submitting proposals are encouraged to attend this meeting for clarification and details about this location. A member of the Commission and a representative of the City will be present to answer questions about the site.

Project Budget

A total of up to \$125,000 is available for this project, with the expectation of some availability of volunteer labor and donated materials.

Artists submitting proposals should include all expenses for the proposed artwork(s) and itemize these on the budget form provided. Costs can include: supplies and materials; artist(s) fees; any subcontracting work related to the project; utilities; travel costs; security base and framing systems required to secure artwork; installation costs (including engineering studies, if necessary); an amortized portion of yearly general liability insurance, and a small contingency percentage. In the case of particularly large and complex site-specific commissions, the cost of creating a scale model/maquette or sample elements to solve engineering and fabrication challenges may be included in the budget.

No design fees will be paid for preliminary sketches or designs submitted with the proposal. Documentation photography for the artist's portfolio is not an allowable expense.

Semi-finalists may be asked to refine their proposals or present their plans to the Site Selection Committee. The Site Selection Committee reserves the right to make a decision that is in the best interest of the project and to adjust the process as needed.

General Liability Insurance

Artists contracted for commissions and acquisitions are required to submit a current Certificate of Insurance at the time of contracting to verify that a current general liability insurance policy is in place and that limits of coverage are appropriate to the scope of the project being undertaken.

Note: The Attorney General's Office may allow for modification or waiver of General Liability Insurance for certain commissions and acquisitions, based on the size and scope of the artwork acquired.

Artists are not required to have General Liability insurance at the time a proposal is submitted. If an artist has a General Liability insurance policy in place at the time of proposal and wishes to add an amortized and proportional figure to the budget at the time of submission, this cost should be included in the budget in the line item for "insurance."

If an artist does not have General Liability insurance at the time of submission, the line item in the budget for “insurance” can be left blank, or an estimate can be provided. The cost of insurance may be added to the budget after review and included in a revised budget submitted to the Site Selection Committee for approval.

Contract Approvals

The Site Selection Committee’s recommendation will be reviewed for creation of a contract for approval by the Commission and review by the City of Concord.

Artists receiving a commission may not begin projects prior to notification of a fully approved contract.

A contract issued by the issuing body will be paid in two or three installments. A midpoint site visit or submission of status report is required for all new commissions to assure the artwork underway is consistent with the approved proposal. Processing of the initial payment may take 6-8 weeks. Subsequent payments may take 3-4 weeks. Artists receiving contracts are strongly encouraged to plan cash flow based upon the length of time required for processing payments.

How to Submit a Proposal

The Commission accepts submissions by means of the New Hampshire State Council on the Arts’ [Submittable portal](#). You may submit more than one design concept.

Required Documents: To submit a proposal for new commissions you will need:

- A current resume
- An artist statement
- A concept statement for the proposed artwork, including inclusion of the recovery community in project design
- Up to 5 concept images for the proposal
- Previously completed commissions/artwork that will serve as work samples. You may use a URL for this section or upload 3-10 images. We suggest the samples should be similar in scope and/or mediums to the site-specific artwork that is being proposed.
- The completed electronic budget form ([download here](#)).

The New Hampshire Recovery Monument Commission will honor the copyright and intellectual property rights of artists submitting proposals.

New Hampshire Recovery Monument Timeline

- Monday, August 15, 2022: Public release of Request for Proposals
- Thursday, September 15, 2022: On-site Informational Meeting and Tour for artists, 1:00 PM
- Friday, October 15, 2022: Deadline for submission of proposals (11:59 PM)
- Monday, November 14, 2022: New Hampshire Recovery Monument Site Selection Committee proposal screening review meeting
- Monday, December 5, 2022: New Hampshire Recovery Monument Site Selection Committee and City of Concord review and approval of commission(s)

- Friday, December 16, 2022: Notification letters and contracts issued to selected artist(s)
- Friday, January 13, 2023: Contracts approval
- Monday, May 1, 2023: Anticipated start for artist(s) selected for commissioned artwork

All artwork is expected to be completed as soon as possible. If project timeline exceeds 120 days, a written extension will need to be requested by the artist(s). Final installation schedule to be coordinated by the New Hampshire Recovery Monument Site Selection Committee and the City of Concord.

Artwork site



Artwork site



Entrance from Warren Street



Entrance from Odd Fellows Avenue



Fountain



Bicentennial Square view



Artwork site



Bicentennial Square view



Cut-through entrance from North State Street

