



**New Hampshire's Percent for Art Program
Request for Proposals for Art / Craft Work (RFP)
For the Hampton Beach State Park Redevelopment Project, Hampton, New Hampshire**

Postmark or Delivery Deadline for Submissions: Friday, May 28, 2010

The **New Hampshire State Council on the Arts**, in association with the Department of Resources and Economic Development (DRED), and the New Hampshire Division of Parks and Recreation, is pleased to announce a Request for Proposals for Art / Craftwork (RFP) for site-specific and existing artworks for the Hampton Beach State Park Redevelopment Project.

Artist Eligibility

Artist must be a legal resident of the United States and possess a Social Security number.

About the Hampton Beach State Park Redevelopment Project

The Hampton Beach Redevelopment Project has two phases. In the first phase two new bathhouses will be constructed, one at the north end of the promenade of the park (near the Marine Memorial) and the other at the south end of the promenade (near Haverhill Street). The second phase includes the construction of a new Seashell Complex to be used for State Park administrative offices and public performances. The project also consists of upgrades and improvements to portions of the seawall, parking lots, and promenade. Construction of phase one (two bathhouses) is targeted to begin in May, 2010 and be completed by September, 2010. Construction of phase two (Seashell Complex) is targeted to begin in September 2010 and be completed by November 30, 2011. Information about this project can be viewed at www.hamptonbeachredevelopment.com.

Selection Committees

Two committees work together to understand the nature of the project, to identify desirable spaces for art, and to make recommendations for the art/craft work. They are:

- The Art Selection Committee (a committee of arts professionals)
- The Site Advisory Committee (a committee consisting of the users of the facility, architect, landscape architect, a state representative, and community members)

Selection Criteria

The committees will make recommendations for artwork for this project based on the following criteria:

- Quality and suitability of the proposal in relation to the project description, project goals, and site descriptions.
- The artist's ability to carry out the commission, to keep the project within budget, and to complete and install the work on schedule.
- Permanence and durability of materials. All artwork must meet safety standards and adhere to building codes and other state regulations. Artworks must be durable and require minimal maintenance.
- Willingness of the artist to consult with the architect, construction manager, and building staff (or designated representatives) to make necessary adjustments in relation to building codes and other construction issues, and to assure smooth installation of the work.

Design Considerations

This busy urban oceanfront park hosts hundreds of thousands of visitors throughout the year, and during the busy summer season services are provided 18 hours a day. Particular attention will be directed at the sustainability and longevity of the artwork materials and media in the year-round harsh weather conditions of Hampton Beach State Park and the high public use of the facilities.

Adverse conditions include: sand, salt water spray, wind, sun, snow, extreme heat, freezing temperatures, potential for vandalism, etc. Therefore, the Selection Committees request that all artwork acquired for this site be durable, low-maintenance, pose no hazard to the public, and require minimal conservation (optimally maintenance free for up to 20 years). The committees will require artists to develop a statement of recommended maintenance as part of the proposal. Security base and framing systems required to secure art / craft work to the selected surface/s must be included in the proposal. Site-specific commissioned work and existing works for direct purchase will both be considered.

Medium, Forms, & Themes

The Selection Committees request:

- Proposals for interior and exterior walls to include media (but not limited to) such as paint, stone, concrete, glass, metal, fiberglass, and clay used to create murals, low-relief sculptures, and mosaic.
- Proposals for open areas to include media (but not limited to) such as stone, concrete, glass, metal, fiberglass, and clay used to create free-standing sculpture, functional or sensory sculpture, relief or embedded patterns in the walkways, and mosaics (see “Suggested Locations for Artwork” for more information).
- Undesirable mediums include fountains or the use of water.

The Site Selection Committee used the following words to describe the themes, metaphors, and tone that they hope the artworks will convey:

- ☺ Ocean
- ☺ Marine Life
- ☺ Nautical
- ☺ History and Heritage of Area
- ☺ Past, Present & Future
- ☺ Seacoast Regional Focus
- ☺ Educational: Seashore & Nature
- ☺ Sun & Sand
- ☺ Vacation & Recreation
- ☺ Families
- ☺ Interactive/Functional
- ☺ Sunlight/Contrasts
- ☺ Seashells
- ☺ Eco-art/Recycling

Suggested Locations for Artwork

The committees have identified specific locations for artists to consider in developing proposals; however, replacement or enhancement of existing amenities such as benches, pergolas, railings or interior public spaces is also desired. See Architectural elevation pdfs on the New Hampshire State Council on the Arts website for more detail.

IMPORTANT NOTE: All artists submitting proposals are **strongly encouraged** to attend the On-site Informational Meeting and Walking Tour for clarification and details about each of these locations. (see below for more details)

- 🕒 **North Bath House** (West & East Elevation)
 - Gable
- 🕒 **North Bath House** (North & South)
 - Breezeway
- 🕒 **South Bath House** (West & East Elevation)
 - Gable
- 🕒 **South Bath House** (North & South)
 - Breezeway
- 🕒 **Seashell** (West Elevation)
 - Tower faces
 - Round spaces to the left and right of stage
 - Railings
 - Tops of pergolas
 - Walkways
- 🕒 **Tower** (West Elevation)
 - Tower face

On-site Informational Meeting and Walking Tour

All artists interested in submitting proposals are **strongly encouraged** to attend for clarification and details about each of these locations. The meeting and tour will be held on:

Friday, May 7, from 10 a.m. – 12:30 p.m. – meet at the South Beach Area.

This will be a presentation of the three locations and a walking tour of the water front. The project architect, landscape architect, and representatives of the Division of Parks and the State Arts Council will be present to answer questions. (See directions at the end of this RFP).

Budget

A total of up to \$48,800 is available for all spaces. Artists submitting proposals should include cost of artwork and sub-contracting work related to the project. Calculate all expenses for the proposed artwork/s and include these in the standardized budget form provided. Costs should include: supplies and materials; artist(s) fees; studio rental; electricity, telephone; travel costs; security base and framing systems required to secure art/craft work; installation costs (including engineering studies, if necessary); insurance, and a small contingency percentage. (see below).

NOTE: No design fees will be paid for preliminary sketches or designs. Semi-finalists and finalists may be asked to refine their proposals or present their plans to the committees. The committees reserve 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 receiving contracts for Percent for Art commissions and acquisitions requiring installation are required to have General Liability Insurance by the State Attorney General's office.**
- Artists submitting proposals are not required to have general liability insurance at the time of submission. However, artists selected are required to submit a 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.
- If an artist has a general liability insurance policy in place at the time of proposal and wishes to add a proportionally amortized portion of this cost to the budget at the time of submission, this should be included in the budget.
- If an artist does not have general liability insurance at the time of submission and/or the level of coverage is insufficient to address the scope of the proposed project, the line item in the budget for "insurance" can be left blank. The cost of insurance can be added to the budget after review and selection and will be included in the budget submitted to State Arts Council for approval.

Contract Approvals

The Selection Committees' recommendations will be submitted to the New Hampshire State Council on the Arts Council for approval. All contracts of \$2,500 and over (cumulatively within a fiscal year to an individual artist) must also be approved by the Governor and Executive Council.

How to Submit a Proposal for New Commission or Existing Work

Artists must submit the following materials:

- A written statement, not to exceed one page, that addresses;
 - the artist's/team's concept
 - why the proposed materials/media should be used for this project
 - statement of recommended maintenance
- For site-specific proposals: Two-dimensional graphic representation of preliminary concept.
 - Present a graphic representation of the proposed work on illustration board (minimum size 9" x 12"; maximum size 18" x 24"). If drawing paper is used, it must be mounted on foam core. Any two-dimensional medium is allowed. The Council will honor the copyright and intellectual property rights of artists.
 - Add photos of completed work samples to the foam core that relate to your proposal.
 - Identify the intended/desired location/site for each artwork.
- For existing works for direct purchase: Up to 14 Jpg images on compact disc. Use the Digital Image Identification Sheet to identify images.
 - Identify the intended/desired location/site for each artwork.
- Itemized budget. (see Budget Form below)

NOTE: Original works of art cannot be accepted.

Proposals must be postmarked or delivered to
New Hampshire State Council on the Arts
2 1/2 Beacon Street, Suite 225
Concord, NH 03301-4447.

Deadline: Friday, May 28, 2010

No late proposals will be accepted.

Return of Proposals

Proposals submitted with a self-addressed and stamped return envelope will be returned to artists approximately 3 weeks following the Selection Committee proposal review meeting. Proposals without return envelopes will be retained at the New Hampshire State Council on the Arts offices for 30 days following the meeting. The Council will not be responsible for materials left beyond 30 days.

Approximate Timetable

Friday, April 23, 2010	Public release of RFP
Friday, May 7, 2010	On-site Informational Meeting for artists
Friday, May 28, 2010	Postmark/Delivery Deadline
June, 2010	Selection Committees Proposal Review Meeting
July, 2010	NHSCA Council meeting – Review and approval of Selection Committees' Recommendations Award letters and contracts issued to artists.
Mid to late August, 2010	Artists begin Phase One artworks
October, 2010	Phase One (two bathhouses) installations slated to begin (pending weather conditions)
Spring, 2011	Phase Two (Seashell Complex) installations slated to begin (pending weather conditions)

Questions? Julie Mento, Visual Arts Associate, (603) 271-0790, julie.mento@dcr.nh.gov

Background on the Percent for Art Program

The Percent for Art Program was enacted by the New Hampshire Legislature in 1979 to ensure that all forms of visual arts and crafts have an integral and important place in the public spaces of state buildings. The program seeks a genuine integration of art in architecture by giving an opportunity to building designers, planners, artists, state employees, arts professionals, and private citizens to collaborate in planning projects, and selecting, purchasing, or commissioning works of art by artists and craftspeople for state buildings.



**Hampton Beach State Park Redevelopment Project
New Hampshire's Percent for Art Program
Existing Works for Purchase: Digital Image Identification Sheet**

Artist's Name: _____

Mailing Address: _____

Phone (home): _____ **(studio):** _____ **(work):** _____

Email: _____ **Website:** _____

IMPORTANT: PLEASE NAME EACH FILE NUMERICALLY
Example: 1.jpg, 2.jpg, 3.jpg, and so on. Write your full name on the CD itself.

- Images should be roughly 600 x 900 pixels.
- Do not submit PowerPoints presentations, photo prints, original works of art, computer printouts, or slides.

Image #	Title	Size (HxWxD)	Medium	Price
1.....				
2.....				
3.....				
4.....				
5.....				
6.....				
7.....				
8.....				
9.....				
10.....				

Existing Works for Purchase: Digital Image Identification Sheet cont.

Artist Name: _____

Image #	Title	Size (HxWxD)	Medium	Price
11.....
12.....
13.....
14.....

If proposing existing works, please fill in the relevant costs on the BUDGET FORM that may include:

- Telephone
- Travel
- Installation
- General Liability
- Other
- Contingency

(See BUDGET FORM for further details)

New Hampshire State Council on the Arts: Percent for Art Program
BUDGET FORM (Required) **one budget form per commission proposal*



ARTIST'S NAME: _____

Fill out only the applicable items below. Questions? Give us a call.
(603) 271-0790.

Item	Cost
Design & execution of artwork (artist fee)	
Materials	
Studio Rental (only if renting)	
Electricity (prorated amount relevant to the execution of this artwork)	
Telephone (long distance calls made in connection with working on this artwork)	
Travel costs (associated with the design and installation of artwork) <ul style="list-style-type: none"> • 50 cents per mile 	
Installation costs Artist is required to install three-dimensional artwork and all two-dimensional artwork larger than 3' x 3'. <ul style="list-style-type: none"> • Take into account all aspects of installation from start to finish. • All artwork needs to be securely mounted. If artwork is two-dimensional, works must be framed and include security hanging brackets. • If artwork is three-dimensional, it must be securely mounted to a horizontal surface and include cost for appropriate base. • Include engineering studies if needed. • Include any required rental equipment (examples: scaffolding, scissor lifts, ladders, stud finders, etc). • Include any subcontractor fees. 	
General Liability Insurance: <ul style="list-style-type: none"> • Artists receiving contracts for Percent for Art commissions and acquisitions requiring installation are required to have General Liability Insurance by the State Attorney General's office. • The insurance should cover the artwork during transportation and delivery and cover the artist and general public while the artist is installing artwork on-site. This proposal budget can include an amortized amount of insurance proportional to the scope of your proposed artwork as it relates to your yearly activity. An estimate/average can be \$200 - \$600 depending on the scale of the project and installation. If you do not have general liability insurance please leave this blank. • For more information See "General Liability Insurance" paragraph on page 3. 	
Other (please explain):	
Other (please explain):	
Contingency (5% -10%) Please build in a contingency appropriate to the scope of your proposal.	
TOTAL BUDGET = (Note to those artists offering existing work for purchase. We will add any given artwork's price noted on the Digital ID Sheet to the total budget figure here)	



**On-site Informational Meeting and Walking Tour
Friday, May 7, 2010 10:00 a.m. – 12:30 p.m.**

**Directions to the Hampton Beach State Park – Meet at South Beach Area
0 Ocean Blvd Hampton, NH 03842 (GPS directions includes the zero!)**

- From Route 95 (north or south) take Exit 2, Route 101 and head east.
- The state highway will end and become Highland Avenue in the town of Hampton (stop sign).
- Proceed straight through stop sign and follow Highland Avenue until it ends at a stop sign at the intersection of Ashworth Avenue.
- Take a right and proceed south on Ashworth Avenue (one-way).
- Ashworth Avenue merges with Ocean Blvd and becomes a two-way street.
- Take left, just before bridge, into Hampton Beach State Park, then your first right and park in lot.

For Delivery of Proposals

**Directions to the New Hampshire State Council on the Arts
2 ½ Beacon Street, Suite 225, Concord, New Hampshire 03301
Postmark or Delivery Deadline for Submissions: Friday, May 28, 2010**

From I-93 North or South

- Take Exit 14, Loudon Road
- Proceed west, by turning left at the end of the northbound ramp, or turning right at the end of the southbound ramp - toward the center of Concord.
- You will be on Bridge Street, which ends at the intersection with Main Street.
- At the Main Street traffic light, cross Main Street, and go straight ahead on to Centre Street.
- Turn right onto North State Street at the next traffic light (one block).
- Go north on North State Street 3 blocks (about 1/2 mile) to Beacon Street. (Beacon Street is on the left just beyond the intersection of Washington Street and North State Street.)
- Turn left onto Beacon Street.
- The State Arts Council is in the second building on the right, (#2 1/2) a large two-story brick building.
- Use the main entrance on the left side of the building. The State Arts Council is located on the second floor.