



**New Hampshire's Percent for Art Program
Request for Proposals for Sculpture-in-the-Round
For the Hampton Beach State Park Redevelopment Project, Hampton, New Hampshire**

Postmark or Delivery Deadline for Submissions: Tuesday, February 1, 2010

The New Hampshire State Council on the Arts, in association with the New Hampshire Department of Resources and Economic Development (DRED), Division of Parks and Recreation, is pleased to announce a Request for Proposals for Sculpture in-the-Round (RFP) for one site-specific or existing sculpture for the Hampton Beach State Park Redevelopment Project. Funds available: \$22,500 (Source of funds: Division of Parks & Recreation: \$10,000 + State Arts Fund: \$12,500).

Artist Eligibility

In order to receive a contract from the State of New Hampshire, an 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 began in the spring of 2010. Phase I, the construction of two new bathhouses including site improvements is complete. Construction of Phase II, the Seashell Complex to be used for State Park administrative offices and public performances, began in September 2010 and will be completed by November 30, 2011. Information about this project can be viewed at www.hamptonbeachredevelopment.com. Artwork for Phase I of this project has been contracted.

This RFP is in response to changes in Phase II. The original architectural plans included the construction of a large tower on Ocean Boulevard side of the Seashell Complex. Owing to cost, this structure has been eliminated from the project. Project planners have shifted design considerations and created the opportunity for the placement of a sculpture in-the-round to serve as a focal point for the front of the Seashell Complex.

Site Selection Committee

The selection of artwork for Percent for Art projects is overseen by a Site Selection Committee made up of site and art advisors. Site advisors include representatives from the agency or agencies housed in the building; the project architect if available; a representative from the Bureau of Public Works, Design & Construction; users of the building; and ideally a state legislator from the district where the building is located. Art advisors include one to three individuals representing professional artists, craftspeople, art educators, or gallery directors. The meetings are facilitated by one or more staff members from the State Arts Council.

Selection Criteria

The Site Selection Committee reviews proposals submitted by artists and makes recommendations for the selection of artwork based on the following criteria:

- Quality, appropriateness, and suitability of the proposed sculpture in relation to the RFP:
 - Design considerations: Sculpture must be durable, require minimal maintenance, meet safety standards, and adhere to building codes, and other state regulations.
 - Medium, forms, and themes: suitability of the proposed medium, forms, and artistic concept to the stated themes (see below).
 - Suggested location: suitability of the proposed sculpture to the location.

- The artist's ability to carry out the commission, to keep the project within budget, and to complete the work on schedule. Assessment is based on evidence of successful projects undertaken and completed as noted in the artist's resume and work samples.

Design Considerations

This busy urban oceanfront park hosts hundreds of thousands of visitors throughout the year. During the busy summer season the park is used 18 hours a day.

Proposals for the sculpture in-the-round should factor in the need for the sustainability and longevity of 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 Site Selection Committee request that the sculpture 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). Artists submitting proposals are required to provide a statement of recommended maintenance.

Special Provisions for this RFP:

For this project, transportation of the sculpture to the site, labor and materials to provide a sound footing and labor and equipment for installation will be covered by the Division of Parks and Recreation and provided by their project general contractor. See details below under "Budget" for full details.

Medium, Forms, & Themes

The Site Selection Committee requests:

- Materials for the proposed exterior, in-the-round sculpture may include, but are not limited to: stone, concrete, glass, fiberglass, and metal.
- Undesirable mediums and elements include: wood, fountains, the use of extensive lighting and in-pavement surface installations.
- The proposed sculpture should enhance and support the Hampton Beach settings, both built and natural environments
- Abstraction of form is acceptable but should be relate to themes stated below.
- The scale of the sculpture should relate well to the surrounding architectural elements of the pergolas, be attractive from a distance view as well as up close by visitors on the walkway.

The Site Selection Committee used the following words to describe possible themes, and/or metaphors, that a sculpture for this site could convey:

Ocean	Marine Life	Nautical
History and Heritage of Area	Past, Present & Future	Seacoast Regional
Education: Seashore & Nature	Sun & Sand	Vacation & Recreation
Families	Seashells	Sunlight / Contrasts

Location for Sculpture

The Site Selection Committee has identified one specific location for in the sculpture. The selected site is on the Ocean Boulevard-side of the main Seashell complex plaza. The placement of the sculpture can be viewed on the architectural plans at

<http://www.nh.gov/nharts/programservices/percentforart/hamptonRFPsculpture.htm>. The artist can assume that the paving area around the installation site is a concrete sidewalk in grid-pattern. See Architectural elevation pdfs on the New Hampshire State Council on the Arts website for full detail.

On-site Informational Meeting and Walking Tour

An on-site informational meeting and walking tour will be held on: **Tuesday December 14 1:00pm, Construction Site Harvey Job Trailer, 160 Ocean Boulevard, Hampton NH.**

IMPORTANT: You must RSVP to attend. Please call Julie Mento at (603) 271-0790 or email julie,mento@dcr.nh.gov. Inclement weather may occur and we will contact you if a postponement of this meeting must occur.

All artists interested in submitting proposals are **strongly encouraged** to attend this meeting for clarification and details about this location. The project architect, landscape architect, and representatives of the Division of Parks and Recreation 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 \$22,500 is available for a single sculpture.

(Source of funds: Division of Parks and Recreation - \$10,000 State Arts Fund + \$12,500)

For this particular project, the following costs will be covered by Division of Parks and Recreation and provided by their project general contractor:

- 1) Transportation of the sculpture within New Hampshire or out of state, up to 60 miles from the contracted artist's studio to the installation site. Please add this to your proposed budget.
- 2) Any proposing artist not within New Hampshire, or who's studio is beyond 60 miles of the installation site is required to budget for transportation costs on the itemized budget form. Sub-ground level anchoring (footing), excavation, labor and equipment costs of installation. Specification for sub-ground level anchoring and excavation and installation will be accomplished in cooperation with the artist. The proposing artist is required to submit sculpture specifications including: Dimensions and weight and indicate any unusual foundation support or anchoring that might be anticipated exceeding 6" slab on grade. See "How to Submit a Proposal" below for full details.

Artists submitting proposals should include all expenses for the proposed sculpture with the exception of the items listed directly above. Artist proposals should include the cost of any above ground base. Itemize costs on the standardized budget form provided. Costs can include: supplies and materials; artist(s) fees; any subcontracting work related to the project; studio rental; electricity, telephone; travel costs; secure base; an amortized portion of general liability insurance, and a small contingency percentage. 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 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 receiving contracts for Percent for Art commissions and acquisitions are required by the State Attorney General's office to have current General Liability Insurance.
- Artists are not required to have General Liability insurance at the time the proposal is submitted. However, artists selected for the project 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.

- If an artist has a General Liability insurance policy in place at the time of proposal and wishes to add an 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 Site 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 Commissions or Existing Work

Artists must submit the following materials:

For site-specific proposals:

1) Presentation Board (minimum size 9” x 12”; maximum size 18” x 24”) on illustration board or foam core that includes:

- A two-dimensional graphic representation of preliminary concept. Concept may be presented in any medium (photo, graphite, colored pencil, pen & ink, watercolor, etc.) If drawing paper is used, it must be mounted on foam core.
- Clear identification of artist’s name and the intended/desired location/site for each artwork on the front of the presentation board.
- Work Samples: 1-3 photos of completed work that directly relates to your proposal affixed to the presentation board.

2) Itemized budget (see Budget Form below).

3) Artist’s concept for the artwork and a **statement of recommended maintenance**.

Sculpture specifications including: Dimensions and weight. Indicate any unusual foundation support or anchoring that might be anticipated exceeding 6” slab on grade.

4) Resume

The State Arts Council will honor the copyright and intellectual property rights of artists submitting proposals.

For existing works for direct purchase:

1) Electronic images:

- Up to 10 jpg images on compact disc or DVD.
- Use the Digital Image Identification Sheet to identify images and be sure to indicate the intended/desired location/site for each artwork.

2) Itemized budget. (see Budget Form below)

3) Artist’s concept for the artwork and a **statement of recommended maintenance**.

5) **Sculpture specifications** including: Dimensions and weight. Indicate any unusual foundation support or anchoring that might be anticipated exceeding 6” slab on grade.

4) **Resume**

IMPORTANT: Original works of art cannot be accepted during this proposal phase.

Proposals must be postmarked or delivered to:

**New Hampshire State Council on the Arts
Hampton Beach Sculpture Proposal
2 1/2 Beacon Street, Suite 225
Concord, NH 03301-4447**

Deadline: Tuesday, February 1, 2011

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 4 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 proposal review meeting. The Council will not be responsible for materials left beyond 30 days.

Approximate Timetable

Friday, December 3	Public release of RFP
Tuesday December 14th, 1:00 pm	On-site Informational Meeting
Tuesday, February 1, 2011	Postmark/Delivery Deadline
Mid-February, 2011	Selection Committees Proposal Review Meeting
March 17, 2010	NHSCA Council meeting – Review and approval of Selection Committees’ Recommendations
Late March, 2011	Award letters and contracts issued to artists.
April/May	Artist contracted

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.....				

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

- Telephone
- Travel
- Installation

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 (for non-New Hampshire resident artists ONLY) <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
Tuesday December 14th, 1:00 pm
Seashell Complex Construction Site
Harvey Job Trailer, 160 Ocean Blvd Hampton, NH 03842**

Directions to the Hampton Beach State Park, Seashell Complex Area

- 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).
- Move into the left-hand lane and take a left onto G Street.
- At the stop sign take a left onto Ocean Boulevard. Job site is just ahead on right.
- Park on either side of Ocean Boulevard and walk to the trailer. If on-street parking is limited, there is a parking lot north of the construction site on the right.
- Take care, it is an active job site with construction vehicles and equipment moving around.
- Do not block any gates or driveways.

**For Delivery of Proposals
Directions to the New Hampshire State Council on the Arts
2 ½ Beacon Street, Suite 225, Concord, New Hampshire 03301**

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.