

Request for Proposals

For Donor Recognition Installation for the Greenfield Public Library

**Issued by
Greenfield Public Library
Foundation**

Greenfield, Massachusetts

**Proposal Submission Due:
11:59 pm on
Thursday, December 15, 2022**

REQUEST FOR PROPOSALS SUMMARY INFORMATION

The Greenfield Public Library Foundation Donor Relations Committee is seeking proposals to create an installation honoring leadership donors who have supported the new library building project. This installation will be on the ground level in the main lobby area, on a wall at the foot of the central staircase. This is a place of central prominence in the building.

Proposals are due electronically by 11:59 PM Eastern Time on Thursday, December 15, 2022

- Please send proposal submission to: gplfoundation.info@gmail.com
- Please add GPL Donor Recognition Installation and your last name in the subject line of the email, for example: “GPL Donor Recognition Installation Lopez”

Confirmation emails will be sent upon successful submission. Incomplete proposals and proposals received after the deadline will not be accepted for consideration.

Written questions about the RFP may be directed to the Greenfield Public Library Foundation Donor Relations Committee at: gplfoundation.info@gmail.com.

The Greenfield Public Library Foundation reserves the right to cancel this request for proposals, to change the scope of work, to accept proposals in whole or in part and to reject any and all proposals.

Copyright, including any and all designs, shall remain property of the artist. Upon the completion of the project, finished works become the property of the Greenfield Public Library.

Project Schedule

Request for Proposals Available	October 7, 2022
Webinar Information Session on RFPs	October 21, 2022
Proposals Due	December 15, 2022, 11:59 p.m.
Anticipated announcement of award	December 20, 2022
Anticipated installation of selected works	February/March 2023 Installation date is subject to change based on progress of the building project. A more specific date will be given at the announcement of the award, with updates during the weeks leading to installation.

Part II: Introduction and Project Description

Construction is underway on a new \$19.5 million public library building on Main Street, Greenfield, which is expected to be completed in the first quarter of 2023. In recognition of the many donors who have contributed to this building project, the Greenfield Public Library Foundation is inviting proposals for a wall-mounted sculptural installation to honor these donors.

Purpose and Theme: This piece is for the specific purpose of recognizing donors to the Greenfield Public Library Foundation for this building project, the first purpose-built public library by the City of Greenfield, Massachusetts. There will be approximately two-hundred (200) inscriptions; they must be easy to read and be presented in a consistent typeface. Through its overall design, the choice of materials, and the quality of its execution, this installation should confer dignity on the donors and the building itself, communicate a sense of community and shared story, be aesthetically pleasing, and aim to be inspiring. The artisan must take into account the expected permanence of the installation and aspire to create a design that will be appreciated by future generations.

Further information on theme regarding the art and aesthetic continuity of the library:

So as to promote cohesion among all the aesthetic pieces in the new library, but still allow artists creative freedom, the following theme or underlying motif is supplied as part of the juried call for proposals.

The library is a place to actively create, explore, and shape ideas, as well as to quietly contemplate. It builds community by welcoming all people and differences of ideas. Artwork throughout the library will aim to support and illuminate inquiry, contemplation, and creativity. Our public library and the art within it will embody diversity, accessibility and inclusivity for all community members along with the premise that unbridled creativity is at the foundation of innovation, inspiration and an engaged community.

Site description

After the selection process, a site visit by the selected artist with the contractor is required prior to installation.

Specifications

8'4" wide

9'8" high

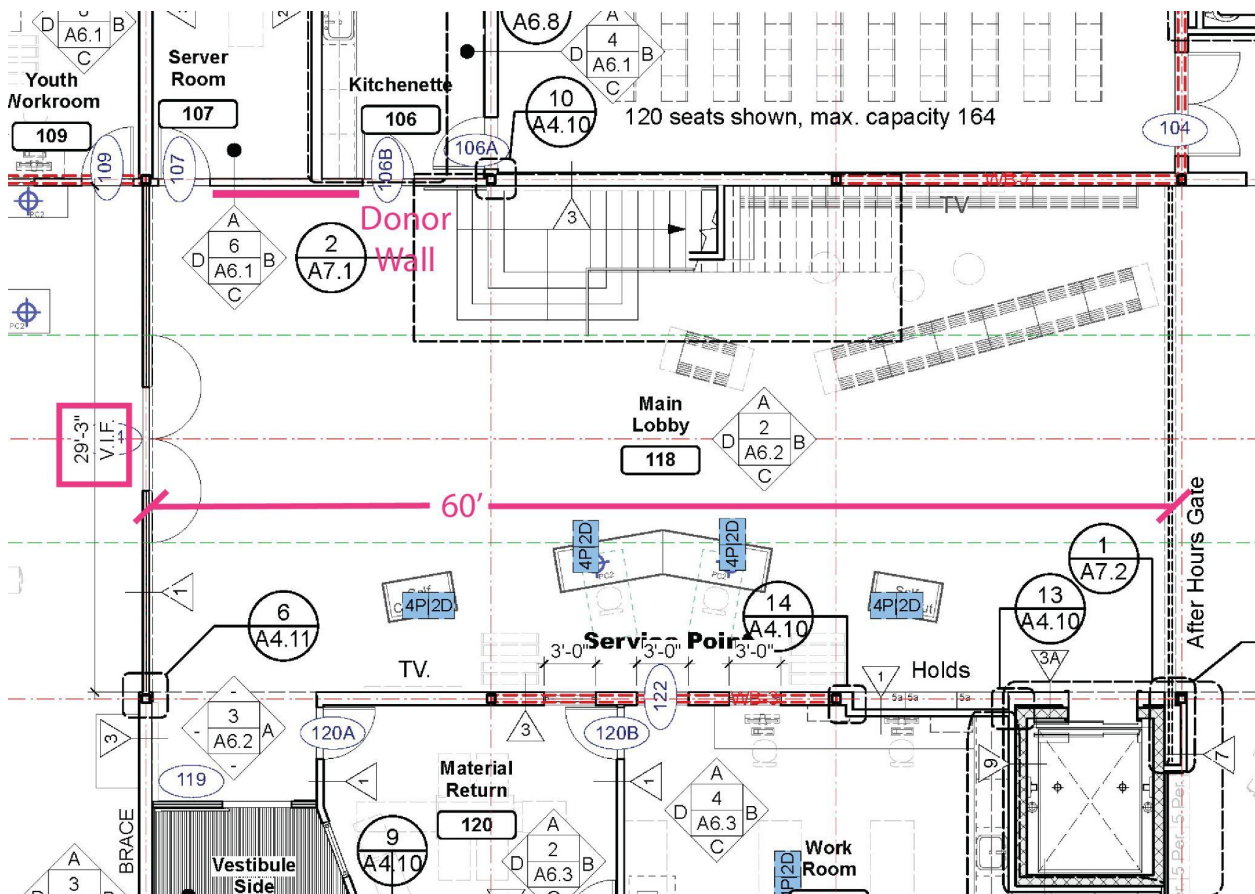
The piece should not exceed 8' x 9' and maximum of 3" deep.

Limited structural blocking has been included in the wall during the construction process.

Maximum Weight: 150 lbs.

As part of the installation the following phrase should be included:

These donors provided leadership support for the construction of the new Greenfield Public Library, 2023.



Part III: Artist Eligibility and Submission Requirements Artist Eligibility

The Greenfield Public Library Foundation Donor Relations Committee invites artisans or collectives of artisans, to submit proposals for the creation of a donor recognition installation at the designated site.

The Greenfield Public Library Foundation Donor Relations Committee encourages proposals from all qualified artists, and especially encourages artists of color, women, and LGBTQ2+ artists to submit proposals.

Proposals from artists living and/or working in the Franklin County region of Massachusetts will be given extra points in the selection process.

Submission Requirements

Proposals must be emailed to: gplfoundation.info@gmail.com

Subject line: GPL Donor Recognition Installation and your last name in the subject line of the email, for example: “GPL Donor Recognition Installation Lopez”

Minimum Requirements

All proposals shall include:

1. Resume and artist statement, including up to 10 images of previous work.
2. Written description of the work, including rationale of how the proposed piece of art will be in alignment with the themes and mission outlined in this document, and maximum overall finished dimensions of the piece.
3. A visual representation of the concept sufficient to give an accurate visual impression of the finished work.
4. Detailed list of materials, methods, projected weight and specifications related to mounting.
5. One (1) copy of each of the documents included in Appendices A and B of this RFP, signed by the proposer. Any partners included in the proposal shall also submit signed copies of these documents.
6. References are strongly encouraged and preferred from owners’ representatives of any other public art installations of any type.

Additional submissions, strongly encouraged

1. References

Deadline

Proposals are due by 11:59 p.m. on Thursday, December 15, 2022

Selection Process

Selection Process:

A selection committee made up of members of the Greenfield Public Library Foundation Board of Directors, Greenfield Public Library Board of Trustees, and The Greenfield Public Library Building Committee, will review proposal submissions and background information to select the winning proposal. Review will be based on the comparative criteria outlined in Part IV.

Part IV: COMPARATIVE CRITERIA

Proposals that meet the minimum criteria will be evaluated according to the following comparative criteria:

	<i>Highly Advantageous</i>	<i>Advantageous</i>	<i>Not Advantageous</i>
Artistic Merit	Proposal for installation is clear, detailed, original and visually attractive, and responds specifically and creatively to the site described in the RFP. Proposal contains multiple examples of completed work that is also creative and attractive.	Proposal is visually attractive and would be appropriate for the site. Proposal contains at least one example of completed work that is visually attractive.	Proposal is vague, generic or has no particular connection to or relationship with the proposed site location.
Interpretation of theme	Proposed installation interprets and responds to the themes described in Part II in a thought-provoking way that engages the viewer..	Proposed artwork interprets and responds to the theme of the new Greenfield Library.	Proposed artwork does not interpret or respond to the theme of the new Greenfield Library.
Durability/Practicality	Proposed installation is designed to be legible from a reasonable distance, durable in an indoor setting for multiple generations and fabricated from non-corrosive, non-organic inert materials. The work is designed to be resistant to vandalism and does not pose a public safety hazard.	Proposed installation is designed to be durable in an indoor setting and does not pose a safety hazard.	Proposed artwork is unlikely to withstand installation conditions for the long term or creates a public hazard.
Previous experience	Proposal documents the artist's extensive experience and success with design and construction of public art, including good visual representations of pieces that serve functions similar to the artwork requested by Greenfield Public Library Building Committee.	Proposal contains examples of the artist's work that has been installed in an interior setting.	There is no information in the proposal to indicate that the artist has successfully designed, constructed and installed work similar to that requested by Greenfield Public Library Building Committee.

APPENDIX A

ACKNOWLEDGEMENT OF RFP REQUIREMENTS

Appendix “A”

ACKNOWLEDGEMENT OF RFP
REQUIREMENTS

I, _____ (Name)

hereby acknowledge that I fully understand the terms, conditions and requirements contained within the Request for Proposals for Donor Recognition Installation for the Greenfield Public Library Foundation.

Signature

Date