



**TOWN OF HUNTINGTON – Public Art Initiative**  
**Request for Proposals (RFP #2020-03-005)**  
**HECKSCHER PARK Public Art Project**



**Submission Deadline: Friday, March 13, 2020**

**Open Call to Artists:** The Town of Huntington Public Art Advisory Committee is requesting submissions from artists residing on Long Island, NY, or in the New York metropolitan area. Preference will be given to artists from the Town of Huntington and secondarily from the surrounding Long Island region of Suffolk and Nassau Counties.

**Project Site:** The project site is Heckscher Park, a 10-acre municipal park in the Town of Huntington, where construction of a replacement steel fence will begin in Fall, 2019. We are looking to enhance part of the fence and entrance to the park with public art.

**Project Nature & Scope:** The public art component of this project is anticipated to enhance the new fence with potential elements specific to the park.

It is anticipated that the selected artist will design, fabricate, and install a sculptural element that:

- Is constructed of durable materials suitable for attachment to a tubular steel, in an outdoor environment and resistant to both accidental damage and vandalism.

It is anticipated that the selected artist will execute a two-phase agreement with the Town. The first phase would require the artist to present final rendering or white models to the Public Art Committee and select members of the EOSPA Committee for approval. The second phase would be fabrication and installation.

**Projected Budget:** A budget of \$30,000 is available for this project, which is expected to cover all aspects of the commission, including design, fabrication, installation and related incidental costs.

**Insurance:** It is expected that the selected artist will be required to secure and maintain throughout the duration of this project insurance coverage comparable to the following:

- General liability coverage (\$1,000,000.00)
- Automobile liability coverage (\$1,000,000.00)
- Insurance covering the value of the materials and labor invested in the work in progress.
- Worker's compensation in accordance with NYS Law and employer's insurance (\$100,000), if artist has employees.

**Submission:** All submissions should include the following materials:

- **Examples of Prior Work:** Provide 3 - 5 images documenting prior work. Please include only completed and installed work, not proposals. Images must be submitted on a PC-compatible CD/DVD/USB in JPEG format, 1920 x 1080 pixels at 72 dpi and no more than 1.8 MB each. Please mask in *black* any excess area within the 1920 x 1080 pixel "canvas" not utilized by your images. This square format insures that horizontal and vertical images will be scaled the same for viewing, eliminating format-based size discrepancies. Please name your image files with sequential two-digit numbers (e.g. 01, 02, 03, 04,...10, 11, 12) followed by the artist's last name. Any additional information that the artist may wish to include in the image file name should be listed subsequent to these elements.
- **Design Installation:** Seeking proposals for 4 - 6 design installations.
- **Image List:** A printed image list labeled sequentially by image number, artist's name, title of work, date, medium, dimensions (H x W x D), location, and any other significant information relevant to the work.
- **Resume:** A current professional resume, providing full artist contact information, including mailing address.
- **Cover Letter/Artist's Statement:** A brief cover letter or artist's statement summarizing the artist's approach to the design of similar public art commissions and/or prospective approach to design of this commission.
- **References:** The names, email addresses, and phone numbers of a minimum of three (3) professional references with knowledge of your work.

SUBMISSIONS WILL NOT BE RETURNED AFTER REVIEW. For clarification of any information in this RFP, contact Greg Wagner, Director of Cultural Affairs, at 631-351-3309 [gwagner@huntingtonny.gov](mailto:gwagner@huntingtonny.gov)

**Submission Deadline:** Proposals must be received (NOT postmarked) at the following address no later than 12:00 noon, prevailing time, Friday, March 13, 2020 (NOTE: submission by fax or e-mail is NOT permitted):

Lori E. Finger, CPPB  
Director of Purchasing  
Town of Huntington  
100 Main Street, Room 209  
Huntington, NY 11743-6991

***(Proposer assumes all risk of delay in delivery of their proposal regardless of delivery method.)***

**Selection Process:** The Public Art Advisory Committee and select members of the EOSPA will review all submissions and recommend finalists in prioritized order to the Committee who will review and forward their recommendation for final approval by the Town Board based on the following criteria:

1. Quality of prior work as illustrated by submission materials.
2. Appropriateness of prior work to project site, nature & scope, and budget as described above.
3. Experience in successful completion of similar commissions.
4. Artist's residence (preference will be given to local & regional artists)

*(NOTE: The Town of Huntington, its Public Art Advisory Committee, and the Artist Selection Panel for this project reserve the right, as their interests may appear, to reject any or all applications or proposals, to reject any finalist, to waive informalities in applications or proposals, or to terminate the selection process without prior notice. Submitted materials will NOT be returned.)*

**Tentative Public Art Project Schedule:**

Submission deadline:	March 13, 2020
Notification/contract execution:	May, 2020
Project Design Approval:	March-April 2020
Project Fabrication:	May-June 2020
Project installation:	July 2020

*The Town of Huntington Public Art Initiative was launched in 1998 to create a better visual environment for the citizens of Huntington by enhancing public spaces through the integration of the design work of artists with the development of Town public works projects whenever appropriate and feasible. The Public Art Initiative is guided by a Public Art Advisory Committee of nine citizens appointed by the Huntington Town Board.*

**Huntington Town Board**

Chad A. Lupinacci, *Supervisor*  
Mark Cuthbertson, *Councilman*  
Eugene Cook, *Councilman*  
Joan Cergol, *Councilwoman*  
Edmund J.M. Smyth, *Councilman*