

# CALL FOR ARTISTS

## Hinchliffe Stadium Murals Public Art Project

The County of Passaic is looking to commission talented local artists or artist teams to design and fabricate three (3) temporary hanging canvas murals on Hinchliffe Stadium. These murals are to capture the essence of Paterson's rich and vibrant history.

HINCHLIFFE  
STADIUM

passaic  
COUNTY  
NEW JERSEY



Paterson  
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# DEADLINE: MARCH 27, 2023

For more information, please call (973) 706-6640  
or email [KellyR@PassaicCountyNJ.org](mailto:KellyR@PassaicCountyNJ.org)



## Hinchliffe Stadium Murals Public Art Project Call for Artists

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## Hinchliffe Stadium Murals Public Art Project Call for Artists

### Project Summary

The City of Paterson will be hosting a ***Paterson Preservation Fair*** (“Fair”) at Mary Ellen Kramer Park in June 2023. The Fair, which will be hosted by the City of Paterson in partnership with the Regional Planning Association (“RPA”), is designed to highlight Paterson’s rich background of historic events, people and places, and to celebrate today’s talent and culture that exists through the arts, storytelling, food, and much more! Additionally, this event will also celebrate RPA’s centennial.

The City of Paterson is also partnering with several local organizations to host this event including the County of Passaic Department of Cultural & Historical Affairs (“DCHA”). The DCHA is releasing and sponsoring this Call for Artists to produce temporary murals. A major component of the Fair is to highlight the talent of local artists by displaying three (3) temporary hanging murals on the outside walls of Hinchliffe Stadium facing Maple Street. The murals are to capture the essence of Paterson’s history. Mural subjects may include hometown historical figures such as the city’s founder Alexander Hamilton, boxer Rubin “Hurricane” Carter, comedian Lou Costello, and baseball player Larry Doby. Other historic events, industries and places in Paterson can also be mural subjects.

Funding for this project is coming from the County of Passaic. The Passaic County Board of County Commissioners and the DCHA seek to commission individual professional artists or artist teams to design and fabricate artwork(s) for temporary display at Hinchliffe Stadium.

### About Creative Placemaking at Hinchliffe Stadium

The County of Passaic has worked alongside several parts to infuse arts and culture into the parks we manage and operate—a strategy known as Creative Placemaking.

We see Creative Placemaking as a cooperative, community-based process that leads to new and rejuvenated parks and open spaces reflecting local identity through arts and culture. It has five components: equity, arts and culture, community engagement, partnerships, and stewardship. The art being commissioned for Hinchliffe Stadium shall reflect the Creative Placemaking intent and process.

The selected artist’s work will be folded into the planning and preparations of the ***Paterson Preservation Fair***. The selected artists will coordinate with the County of Passaic Department of Cultural & Historical Affairs to ensure the completed commissioned pieces are available for installation at the appropriate time, a week or so before the event. Hinchliffe Stadium is still undergoing construction but has an anticipated opening of June 2023. *Please note this schedule is subject to change.*

## Hinchliffe Stadium Murals Public Art Project Call for Artists

### Project Details:

Attached you will find an elevation drawing of Hinchliffe Stadium. The drawing details the scale and location of the three proposed murals. Additional information about the artworks is as follows:

- A roll of **pre-primed** cotton canvas measuring between 7-8 feet high x 15 feet wide will be provided to each artist/artist team; and does not need to be included in your materials budget.
- The artwork must fill the entire canvas in height and width (between 7-8 ft. high x 15 ft. wide) and must be produced OFF SITE. Artists will deliver their completed canvases to the appointed place at the appointed time approximately one week to several days in advance of the event date. Additionally, there will be at least one progress check in requirement half way through the work period.
- Installation of the artwork will be completed by the City of Paterson.
- The artwork envisioned for this space should be low maintenance as it will be outdoors facing all types of weather. The artwork can be created of any approved durable applied medium that must endure outdoor conditions. In addition, the artwork will be installed in public spaces and not always supervised. All durable art media and materials that meet the requirements of the site are acceptable. The artwork must be safe, easy to maintain, and engaging for the public.
- The total estimated budget for the Hinchliffe Stadium Public Art Project is \$12,000. Artists and/or artists teams are advised to keep this figure in mind, because the total budget may not be divided equally between the three (3) works. *Please see the evaluation criteria below for more information about fee and budget proposals.*
- Although the artworks are commissioned specifically for presentation at the Fair, they will be owned by the County of Passaic following the end of the exhibition period. Artworks may then be stored or placed on display at the Passaic County Arts Center, and other cultural institutions within the County of Passaic at the sole discretion of the DCHA and the Board of County Commissioners.

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### Proposal Requirements:

#### *What to Submit*

1. **Letter of Interest:** Please provide a letter of at least 500 words discussing why you are interested in this commission and anything you feel uniquely qualifies you to create this artwork.
2. **Qualifications:** Please provide a professional resume or CV, no longer than 3 pages, outlining your artistic experience and education. Ensure that the listed artist contact information is current, complete, and reliable. If you are submitting for a team, please include a resume or CV for each team member.
  - a. If submitting as a team proposal please include identification of the individuals on the team who will be responsible for the various tasks, including those who will oversee the work, serve as the liaison with Department of Cultural & Historic Affairs, and provide procedures for selecting and managing assistants, if needed.
3. **References:** Please provide a list of at least three (3) references who are familiar with your work. If submitting as a team, each member should have their own references, unless the team has worked for a mutual client on a team project. Full contact information (name, title, affiliation, phone numbers, email address and land addresses) should be provided for each reference.
4. **Work Samples:** Include five (5) total work samples from as many different projects as you wish. (You may submit multiple samples per project, as long as the total number of samples is five).
  - a. You should have at least five (5) images or videos of completed or previously proposed artwork that best represent your experience, style and ability as it would apply to this mural project.
  - b. For your work sample descriptions, please provide the following information about each of the projects depicted in the samples: name/title of piece, year completed, client or owner name, location, medium, dimensions, process, design challenge and solution, commission amount, and any other applicable and pertinent information. If it was not a commissioned piece, please provide a very brief statement of the intent of the artwork.

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- 5. Project Concept:** Please provide a brief description of your proposed project including an explanation of your concept and why you feel it would be a good fit for hanging from Hinchliffe Stadium for the Fair and how it encapsulates Paterson’s rich history.

Please be sure to address the following:

- a. A description of the approach and methodology you will take to incorporate Creative Placemaking intent and process to connect your piece to the site, local, and regional community;
  - b. A description of possible challenges to the project and how you would address them for a successful resolution.
  - c. The plan for meeting the project schedule. Include a proposed personal schedule in weeks and days indicating project milestones such as presentation of INITIAL concept sketches and design, FINAL design and rendering for approval, PRODUCTION (with length of time), ending with the INSTALLATION with your proposal.
- 6. Concept Images:** Please include renderings or images of the proposed project that illustrates the piece and the way it will fit into its proposed location. You may submit iterations of related works if they help to convey the goal of the project.
- 7. Proposed Budget:** Submissions shall include a proposed budget. The budget should incorporate individual artist(s) fee(s) travel, shipping/delivery, materials, and all related costs necessary to realize the physical artwork(s).

**An example fee proposal form:**

Item	Description	Costs
Artist Fee		
Supplies/Materials		
Delivery		

- 8. Submission Format:** Proposals and supporting materials may be submitted digitally or by mail in printed, USB, or CD formats.



## Hinchliffe Stadium Murals Public Art Project Call for Artists

### **Additional Information:**

#### ***Who can apply?***

Individual artist or a team of artists can submit a proposal. If you are submitting for a team, please include information and samples from each team member. **Passaic County residents will receive additional scoring points.**

#### ***What is the timeline for this work?***

The Hinchliffe Stadium Murals Public Art Project will begin in April 2023. Artists selected for this commission will have 6-8 weeks to complete the overall commission. Installation will take place on June 2, 2023. Please refer to the project schedule within this Call for Artists.

#### ***Can I submit for more than one (1) mural?***

Yes, an artist or artist team can submit for more than one mural. This will need to be reflected in your proposal. For example, instead of providing one concept and details for it, the respondent will provide two, three, etc. with associated requested information.

#### ***When will the selection process begin?***

The selection process, if no extensions are given, will take place in April 2023 immediately following the deadline.

#### ***What is the anticipated date of contract award?***

April 2023.

### **Projected Schedule**

<b>Contract Awarded</b>	April 2023
<b>Preliminary Draft Design</b>	April 2023
<b>Final Draft Design</b>	No later than May 19, 2023
<b>Production</b>	May 2023
<b>Installation</b>	Installation completed June 2, 2023
<b>Paterson Preservation Fair</b>	June 3, 2023



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### Proposal Evaluation Process & Criteria

#### *Evaluation of Proposals*

DCHA intends to award a contract to the artist(s) whose proposal offers the best value and outcomes to the County, City, and the project. However, DCHA is under no obligation to award any contract in whole or in part and DCHA reserves the right in its sole discretion to cancel this Call for Artists process at any time before or after closing without being obliged to provide reasons for such cancellation.

Proposals will be evaluated by individuals employed by or agents of the County of Passaic, City of Paterson, Paterson Public Schools and from the local community via the Paterson Historic Preservation Commission and / or other Boards. Evaluators and their family members / spouses shall be disqualified from applying. The evaluation process will involve the review and scoring of the information provided in the proposal against the criteria specified in the review matrix below. The proposal will be evaluated out of 100 points.

**Please note while budget is a factor, the lowest budget or any proposal may not necessarily be accepted.**

#### *Evaluation Criteria Table*

All proposals will be reviewed, evaluated, and ranked. After an initial review of all submitted proposals, artist(s) may be invited for interviews for the purpose of clarifying their proposal(s).

The artist(s) achieving the highest overall score in the evaluation will be invited to enter into contract with the County of Passaic to move forward with the commission. In the event that the highest scored artist(s) declines the invitation to participate further in the *Call for Artists* phase, the County reserves the right to invite the next highest scoring artist(s) to participate.

Any award made by County shall be made in writing and shall be subject to the availability of funding at the time of award.

In order to obtain the most advantageous offer, County reserves the right in its sole discretion:

- a) to waive irregularities and / or minor non-compliance by any proposer with the requirements of this Call for Artists;
- b) to request clarification and / or further information from one or more proposers after closing without becoming obligated to offer the same opportunity to all proposers;
- c) to enter into negotiations with one or more proposers without being obligated to negotiate with, or, offer the same opportunity to, all proposers;

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- d) to disqualify a proposal from an artist/team that scores the lowest of all proposers of any one evaluation criteria topic.

The County reserves the right to contact any or all references indicated in the artist’s submission and to use this information in the evaluation and scoring of submissions.

*In order to further encourage participation of local artists, 5 additional points will be added to the overall score of applicants who are Passaic County residents as defined by criteria set by Passaic County laws and policies regarding residency requirements.*

Topic	Evaluation Criteria	Max. Points
<b>Artistic Quality</b>	Artist’s submission displays a record of contextually appropriate, innovative concepts brought to a site or project, and documents creative and stylistically distinctive solutions to design and site challenges.	15
<b>Aesthetic Sensibility</b>	Artist’s work displays an aesthetic that is desirable for this project and community.	10
<b>Technical Ability</b>	Artist’s submission indicates skill with materials and techniques similar to those that would be required on this project.	10
<b>Experience</b>	Artist’s submission has indicated familiarity with communities and conditions similar to those that would be used on this project.	15
<b>Process</b>	Artist has experience working closely with communities to develop public art, which includes detailed direct community engagement, and has a record of creating projects on time and on budget.	20
<b>Fee Proposal</b>	Most Cost Effective Reliable Cost: shall consider fee proposal relative to other Artist’s proposals, reasonableness for the quality of services expected, likelihood of additional services, and adequacy of scope for the quoted fees.	30
	<b>TOTAL</b>	<b>100</b>



**Hinchliffe Stadium Murals Public Art Project  
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<b>Residency Points Paterson</b>	To continue to promote local artists, extra points will be added for residency.	20
<b>Residency Points Passaic County</b>	To continue to promote local artists, extra points will be added for residency.	15
<b>Residency Points New Jersey</b>	To continue to promote local artists, extra points will be added for residency.	10
	<b>EXTRA POINTS TOTAL</b>	<b>45</b>

***PLEASE NOTE: This Call for Artists does not commit the County to award a contract. The County reserves the right to reject all proposals.***

**How to Submit:**

There is no application fee for this proposal. **All applications must be received no later than Monday, March 27, 2023.** Applications and supporting materials may be submitted digitally to [KellyR@PassaicCountyNJ.org](mailto:KellyR@PassaicCountyNJ.org).

While ***digital submissions are preferred***, artists/organizations can submit physical copies (printed, CD, or USB drive) may be mailed or delivered to:

Attn: Kelly C. Ruffel  
County of Passaic  
Department of Cultural & Historic Affairs  
199 Totowa Road  
Wayne NJ 07470

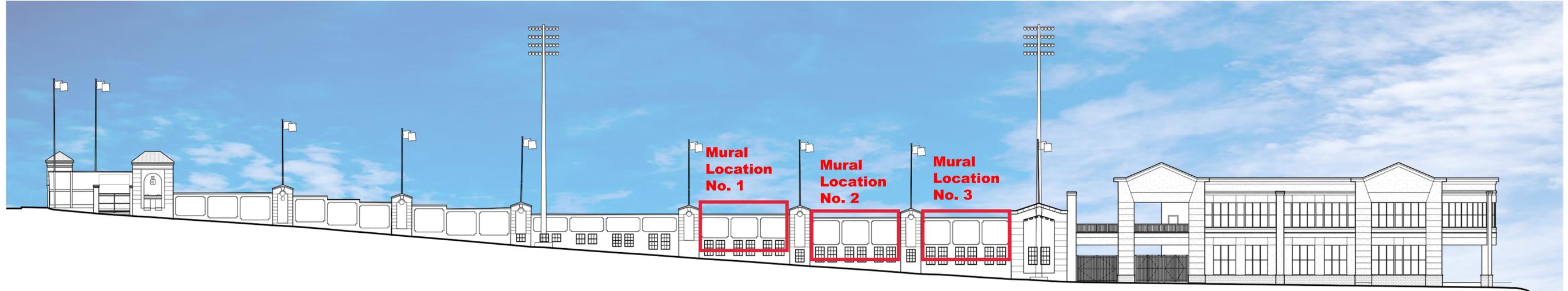
**For questions, please contact:** Kelly C. Ruffel  
Email [KellyR@PassaicCountyNJ.org](mailto:KellyR@PassaicCountyNJ.org) or call 973-706-6640 x 3358

# Hinchliffe Stadium Murals Public Art Project

## Call for Artists



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MAPLE STREET (SOUTH) BUILDING ELEVATION



SOUTH RESTAURANT BUILDING ELEVATION

