



## **CALL TO ARTISTS**

### **REQUEST FOR PROPOSALS**

#### **ANNOUNCEMENT**

Public ARTWORKS, a committee of Lycoming Arts, a 501c(3) non-profit organization with an address at 46 West Fourth Street, Williamsport, PA 17701, is seeking proposals from qualified artists to design, develop and install an art piece located at 329 Pine Street, Williamsport, PA. (aka the CareerLink Building.) Note: PA CareerLink is a tenant of this building, but this entity is not affiliated with this Call to Artists.

#### **PUBLIC ARTWORKS INITIATIVES**

Over the past twenty years, Public ARTWORKS has endeavored to expand the availability of public art throughout various locations in the Greater Williamsport Area. These art pieces have various community-oriented and/or historical themes that recognize, showcase and celebrate area's rich cultural heritage. Examples of previously installed art pieces either directly sponsored by or produced and installed in consultation with Public ARTWORKS (along with the retained artist) include:

- *Shad Run by Joseph McConnell*
- *Heart of Downtown by Jason Burgess*
- *Twisting Torso by Brian Flynn*
- *What Lies Below by Michael Paterson*
- *Bound to Bloom by Michael Paterson*
- *Germination by Roger Shipley*
- *UNDERCURRENT by Fred Gilmour*
- *Avenue of the Arts by David Stabley*

More information about Lycoming Arts/Pubic ARTWORKS initiatives can be found by visiting our website at [lycomingarts.org](http://lycomingarts.org).

## **PROJECT DESCRIPTION & BUDGET**

The site for this art piece is to be situated externally at the southeast corner of the CareerLink Building located in the heart of the downtown Williamsport Business District.

### **PROJECT LOCATION MAP**



Interested artists are highly encouraged to visit the building site and familiarize themselves with site conditions, including careful examination of the building's exterior wall panels to determine how the art piece would be applied or affixed to the building as certain wall material is either missing or may need to be repaired or replaced to accommodate the proposed art project, subject to the direction and approval of the building owner. The building owner would arrange for building repair work, if deemed necessary, to accomplish the art project. For these reasons, we are being flexible in the overall project design and construction approach in terms of the overall size of the artwork and its exact method of placement on the building. The restrictions we are imposing on the project are as follows:

- The art theme/subject matter and visuals should not be contentious or controversial.
- The art project and its construction methods cannot pose public safety concerns and must be of a durable weather and windproof nature.
- The artist shall be responsible for installation.
- The art piece must comply with regulatory controls in accordance with City ordinances, permits etc.
- The final project cost should not exceed \$ 7,000, including installation.
- Public ARTWORKS is in the process of cataloguing these art pieces for public awareness and distribution in the near future and requires the successful artist to cooperate fully to ensure the newly installed piece is properly documented in this upcoming catalogue portfolio.

## PROPOSAL SUBMISSION REQUIREMENTS

- *Provide your name, address, phone number, email and any other necessary contact information in your proposal cover letter. Include a Curriculum Vitae (CV)/bio of your qualifications and a listing of any exhibitions or publications that have featured your work.*
- *Provide examples and images, if possible, of artistic work commissioned by others and include no more than three references along with their contact information.*
- *Provide sufficient detail in your technical proposal to clearly identify the artistic theme, overall dimensions of the art piece, suggested building placement area, and construction plan that includes the staging area and materials that are needed to construct and install the piece on the wall surface. An artist rendering should be supplied. A written narrative is encouraged to support the chosen art piece theme and design. Delivery and storage of materials, including transportation, is the responsibility of the artist. Neither Public ARTWORKS nor the building owner shall be responsible for storage or security of any materials or supplies left on-site during installation.*
- *If City of Williamsport (or other) permits or regulatory approvals are needed to undertake the project, the artist should research this matter and advise Public ARTWORKS accordingly. It will then be determined by Public ARTWORKS how compliance will occur.*
- *Provide a maintenance plan that properly preserves the art piece. The art piece should be durable and not require frequent and/or costly maintenance or be easily susceptible to damage.*
- *Provide an itemized budget of labor, expenses and any other cost-related items. Payment will be provided upon project completion and satisfactory physical inspection by Public ARTWORKS. Partial advance payment may be considered but is not guaranteed and would be negotiated prior to contract execution.*
- *Provide a realistic project development schedule including a timeline when construction work could start and be completed. **For planning purposes, assume a Notice to Proceed by October 15, 2025 with project completion by December 31, 2025.** A written time extension may be granted due to inclement weather issues or other circumstances outside the selected artist's control subject to approval by Public ARTWORKS.*

- *The deadline for proposal submission is August 31, 2025. Late proposals will not be accepted. All proposals shall be submitted via email to [lycomingarts+paw@gmail.com](mailto:lycomingarts+paw@gmail.com)*
- *Questions during proposal preparation should be directed to the above email address no later than August 26, 2025.*

## **PROJECT SELECTION & CONTRACTING PROCESS**

Public ARTWORKS Board members will comprise the team that will select the winning proposal. Once proposals are reviewed, the selection team will shortlist up to three proposals for in-person interviews. Virtual interviews may be considered, as determined by the selection team. The selection team will consider overall proposal creativity, historical and community context, constructability given site conditions, prior artistic work undertaken by the artist (along with comments from references), realistic schedules and cost estimates. Public ARTWORKS will retain in its files all proposals received for future reference. Public Artworks reserves the right to reject any and all proposals.

The successful artist will be required to enter into a standard contract with Lycoming Arts prior to any work being performed or costs incurred. Please note, this contract will include a Release and License Agreement along with an Assignment of Copyright. (Refer to the attachment)

## **PUBLIC OUTREACH**

Public Art is just that, public, and we should make the public part of the process. Therefore, the successful artist will be asked to participate in a ***“Meet the Artist”*** event sponsored by Lycoming Arts. The artist will be asked to assist in preparation of this public event as press releases and photos of the art piece are typically undertaken. An “unveiling” public ceremony can be part of this event or held separately. and this will be determined by Public ARTWORKS in consultation with the Lycoming Arts Board at a later date once the project is completed. If the artist has additional public outreach ideas, please include those ideas in your proposal. Please note, however, that acceptance of an artist’s proposal does not guarantee Public ARTWORKS or Lycoming Arts’ implementation of the artist’s public outreach suggestions.

**A photo of the building is provided on the next page for your reference.**

