

REQUEST FOR PROPOSALS
BOARD OF TRUSTEES - VILLAGE OF GREENPORT
Request for Proposals (RFP) for the creation of Artwork – and Painting of –
the Rounding Board Panels on the Village of Greenport Carousel

PLEASE TAKE NOTICE that the Village of Greenport is soliciting portfolios for the creation of Artwork – and Painting of - the Rounding Board Panels on the Village of Greenport Carousel.

Specifications include the following:

- Total of 14 twice-gessoed birch-faced rounding boards panels, painted with oils
- Each panel measures 21" x 7 ½ feet x 1/8", with the final image being sized at: 17" x 6 ½ feet

Portfolio submissions should be photographic representations, either hard copy color print, digital image on DVD disc (preferable 250 – 300 dpi) or thumb drive. All imagery is to be fully identified as to size and medium. The portfolio submissions should reflect familiarity with the use of the medium being used in this way – i.e. – artists' oils on panel.

Please note that, owing to the number of required rounding boards and project completion timing, it is expected that more than one artist will be selected as a result of this Request for Proposals. (Each panel must be completed by no later than one month from full contract execution.)

Selected artists would be responsible for providing all brushes and required work space. The Village of Greenport will be responsible for providing all gessoed wood panels and required artist oil paints.

The Village will pay a commission fee upon the completion of each panel, and each completed panel – and the art work associated with it – will become the property of the Village of Greenport. (It is the intent that the completed panel will be permanently installed on the Village of Greenport Carousel.)

Portfolio submissions must be submitted to the Village Clerk no later than 2:30 p.m. on April 13, 2015 in a sealed envelope only, plainly marked on the outside with the description:

Village of Greenport
Carousel Rounding Board Panels RFP – April 2015

Late proposals will not be accepted.

Proposals must be filed in accordance with the specifications of the Village of Greenport and New York State General Municipal Law Section 103. The Proposal shall exclude any federal, state or local taxes; from which the Village of Greenport is exempt. The Village of Greenport reserves the right to reject any and all proposals.

The Village of Greenport is an equal opportunity employer and does not discriminate on the basis of race, color, creed, ancestry, disability or handicap, marital / financial status, military status, religion, sex, sexual orientation, age or national origin with respect to employment or any employment related matter and the Village of Greenport requires that all contractors participating in contracts for public work in the Village of Greenport and all subcontractors of those contractors comply with that same requirement and evidence of that compliance to the Village of Greenport by providing an affidavit to that effect. The Village of Greenport encourages proposals for public contracts, and public contracts with the Village of Greenport and subcontracts of those contracts by minority and women-owned contractors and entities, and the Village of Greenport solicits proposals and contracts from such entities with respect to the public work noticed herein.

February 5, 2015

Sylvia Lazzari Pirillo, RMC, Village Clerk
By Order of the Mayor and Board of Trustees