

Ogden City Arts

Request for Proposals

the CORNER Merchandise Artwork

DEADLINE: April 10, 2020

Overview

Ogden City is seeking submissions from artists of any kind to create designs for the new line of Ogden merchandise to be sold at the CORNER.

The CORNER is Ogden's information center for all things happening here in Ogden. It is located on the corner of 25th and Washington Blvd and offers light snacks, Ogden souvenirs, tickets to concerts, theater, and local events, brochures, and maps on all things happening here in the city.

Artists may submit designs that will be printed on items such as t-shirts, mugs, hats, key chains, post cards, magnets, shot glasses, or other souvenirs.

Artwork/Design Guidelines

Ogden City has a rich and vibrant history that can be showcased through art. Designs for this project can include historical events, notorious historical figures, or references to Ogden's legacy. Designs can also be focused on what Ogden is currently known for, a beautiful mountain town with unique people and exciting outdoor adventures at the city's doorstep. The design could also be a simple play of the word Ogden. Be creative, let the design tell Ogden's story in a fresh new way.

Specifications:

- Designs should not include any political or promotional messaging.
- Designs should not infringe on any copyrights or trademarks.
- Digital or 2D artwork in any medium will be accepted.
- Selected designs will require the artist to provide the artwork in high-resolution digital format, or artwork should be able to be scanned to create a digital file. (Digital Artwork Format: High Resolution JPEG, 300 DPI (RGB & CMYK), 4MB)
- Artists may submit up to 3 designs for consideration.

Acceptable categories of Artwork:

- Paintings (acrylic, watercolor, etc.)
- Drawings (pastels, colored pencil, pencil, charcoal, ink, markers)
- Collage (must be two dimensional)
- Prints (woodcuts, lithographs, silkscreens, block prints)
- Mixed Media
- Photography
- Digital Art

Who can participate?

Open to all artists of any age.

There is no entry fee.

Award

A \$ 250.00 artist honorarium will be awarded to each selected artist for artwork chosen. One or multiple designs will be selected. Selected designs may be used on more than one merchandise item. The honorarium shall compensate the artists for the design and rights to the design/artwork; no compensation beyond the honorarium will be provided. Ogden City shall retain the use rights to the designs/artwork and will use them for marketing, posters, merchandise items, wrapping of city utility boxes, and any other uses that Ogden City deems necessary.

Examples of Merchandise Artwork





SUBMISSION OPTIONS, INSTRUCTIONS, AND REQUIRED MATERIALS

Interested artists may submit applications in person, by email, or by mail by **5 pm on April 10, 2020**. The deadline **is not a postmark deadline**. Please do not include supplemental materials beyond the requirements listed below.

Submission materials will not be returned. The artwork will become property of Ogden City.

Artists will be required to submit the following:

- Completed Application for Proposal Form (include with this packet)
- Bio or Resume
- Artists’ statement and concept of work
- Two-Dimensional Artwork design provided on at 8.5” x 11” material or digital versions can be sent via email in PDF Format.

SELECTION PROCESS & SCHEDULE

- Submitted designs will be subject to review and scored by Ogden City Arts, Culture, and Events staff.
- Submissions from artists based in Ogden will receive a 10% bonus in the scoring process.

Date	Process
March 13 – April 10, 2020	Call for Submissions
April 7, 2020	Deadline for Proposal materials and application to be submitted
April 17, 2020	Winners selected
April 24, 2020	Artist’s notified

DEADLINE and CONTACT INFORMATION

Materials must be received by 5:00pm April 10, 2020. All supporting material must be included. Incomplete or late proposals will not be accepted. Ogden City Arts is not liable for lost or damaged materials.

Please deliver proposal materials in PDF format via email to:

arts@ogdencity.com

Please deliver proposal materials in person or via mail to:

Ogden City Arts- Lorie Buckley
the CORNER Merch Art Call
2549 Washington Blvd., Suite 915
Ogden, UT 84401

*If delivering in person, leave the proposal at the information desk on the 2nd Floor.

Please contact Ogden Arts office with any questions or concerns:

Lorie Buckley 801-629-8718 or email: arts@ogdencity.com

GENERAL CONDITIONS

- 1) Ogden City may accept or reject any or all proposals, under any circumstances, for any reason, without explanation.
- 2) This RFP shall not obligate Ogden City in any manner and shall not impose any liability upon Ogden City. Ogden City shall at no time be liable to artist, or any other party, for costs incurred by artist.
- 3) Vendor (artist) must read and be thoroughly familiar with the terms, conditions and specifications of this RFP. Failure to do so shall not relieve artist from any of its obligations.
- 4) Ogden City may postpone the date and time announced for submission of proposals at any time prior to the submission date by giving written notice to potential artists.
- 5) Ogden City reserves the right to award a contract to the artist(s) it determines will provide the best long-term value for Ogden City.
- 6) Interest in Contract. No officer, employee or agent of the City who exercises any functions or responsibilities in connection with the review, approval or administration of this contract shall have any personal interest, direct or indirect, in this contract.
- 7) Right to Reject Proposals and Negotiate Contract Terms. The City reserves the right to reject any and all proposals or accept any proposal deemed to be in the best interest of the City.

Ogden City Arts -- Public Arts Projects

Application for Proposal Submission- the CORNER Merch Art Call

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Website: _____