



CALL FOR ARTISTS Amtrak Train Station, Exhibition Display Cases
Invitational RFP

Issue Date: Monday, December 5, 2022
Application Deadline: Monday, January 9, 2023 at 5PM EST
Honorarium: \$500 per artist (or artist group)

I. Project Overview

The City of Lancaster Pennsylvania Office of Public Art invites artists to create site-specific work to be exhibited in two glass enclosed cases located on the south side of the Lancaster Amtrak Train Station concourse. The Lancaster Amtrak Station is the second busiest Amtrak station in Pennsylvania, boasting an annual ridership of nearly 600,000 in the last fiscal year. The station’s display cases have historically served as a mode for celebrating local artists and arts organizations through an annually scheduled rotation of exhibitions.

Artwork must be original and should pay specific consideration to the location, site, and environment. Subject matter and material are the artist’s choice. Installations must be constrained to two display cases and cannot utilize the concourse outside of the cases. Artists may apply as individuals or as groups. Submissions should include preferred date(s) of installation/deinstallation as outlined in the timeline below.

Finalists will be selected from the pool of submissions by a selection committee using a set of standardized criteria. Selected finalists will be required to present their project to the Public Art Advisory Board (PAAB). Three artists will ultimately be selected, with each exhibiting for three months.

II. Timeline

December 5, 2022	Call Issued
January 9, 2022	Deadline for Submissions
January 23, 2023	Finalists Selected and Applicants Notified
February 13, 2023	Finalist Presentation
March 3, 2023	Artists Selected and Applicants Notified
April 3, 2023	Artist #1, Installation
July 3, 2023	Artist #1, Deinstallation
July 3, 2023	Artist #2, Installation
October 2, 2023	Artist #2, Deinstallation

October 2, 2023 Artist #3, Installation
January 1, 2024 Artist #3, Deinstallation

III. Honorarium \$ 500 per artist (or artist group)

To go toward associated costs of the project, including but not limited to artist’s time, fabrication, materials, labor, transportation, and installation.

IV. Eligibility

This commission is open to all professional artists, or a team thereof. Applicants must be 18 years or older. Artists who have been selected for previous Station Cases projects must wait a minimum of 18 months before applying again.

The City of Lancaster, PA and the Public Art Advisory Board (PAAB) will select artists without regard to race, color, religious creed, handicap, ancestry, national origin, age, or gender identity.

V. Considerations

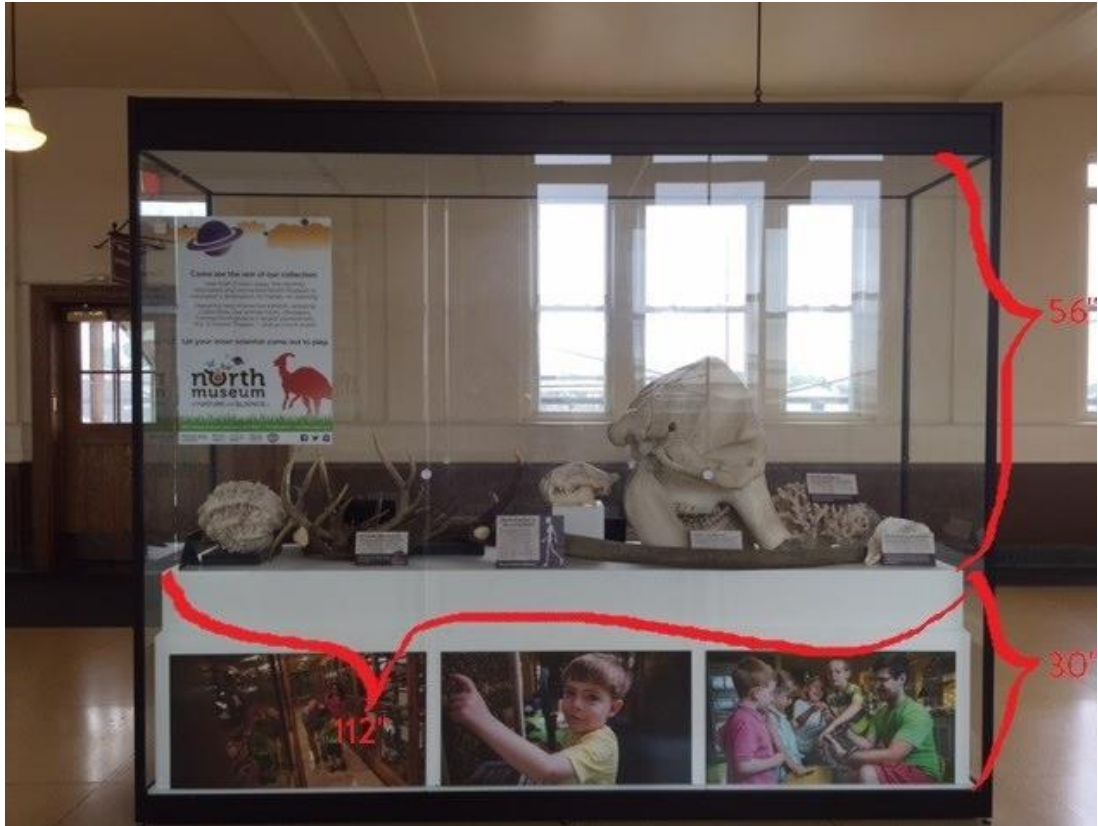
- Works of art must be contained inside two cases
- Alterations to the floor, walls, ceilings, benches, or other area surrounding the cases cannot be considered
- Pedestal furniture is available upon request. The artist may supply their own furniture if desired.
- Cases can only be opened and closed by trained City staff
- Installation and de-installation times will be based on City staff availability and train schedules
- There is no UV coating on the glass of the cases

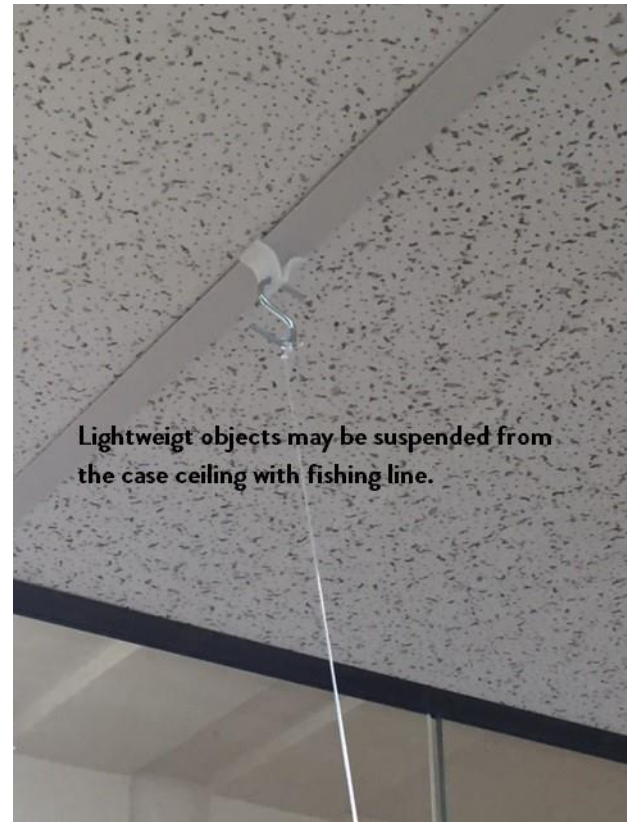
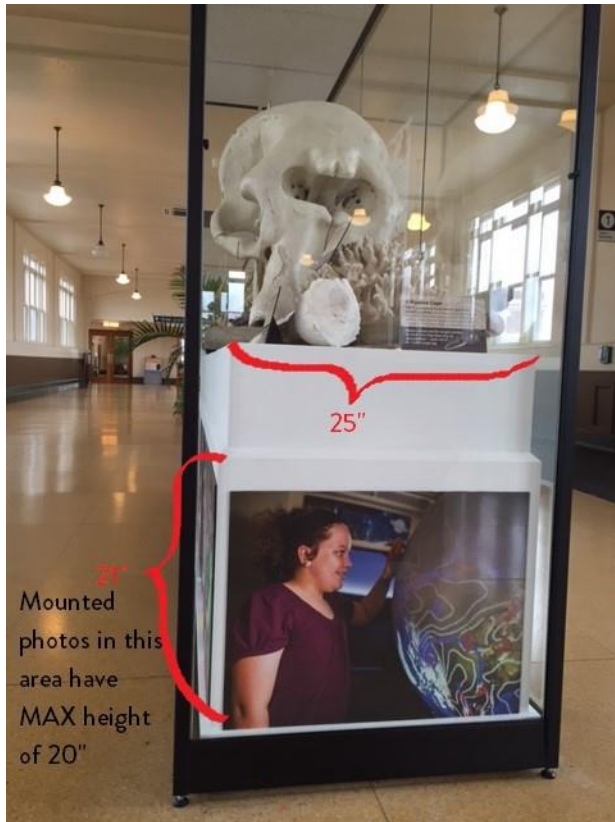
VI. Display Case and Pedestal Specs

Pedestals can be provided upon request.

Display Case Length:	118-inches	Pedestal Length:	112-inches
Display Case Height:	89-inches	Pedestal Height:	31-inches
Display Case Depth:	29-inches	Pedestal Depth:	25-inches

Images below reference size and scale of one case. Submissions should propose work for two cases.





VII. Submission Requirements

- A current artist statement and/or bio (resume is optional)
- Images of/link to portfolio or past work (with included descriptions, budget, materials, location, and any other relevant project information)
- References (minimum of three)

- A statement of interest
- A written description of proposed work
- Drawings, sketches, and/or renderings that give an understanding of proposed work with accompanying descriptions of each image
- A description of how you intend to use the honorarium

VIII. Selection Criteria

Qualification will be judged based on the artist’s 1) vision and distinctive voice, 2) creativity of design and conceptual innovation, 3) artistic merit and mastery of technique, 4) site compatibility, and 5) subject matter appropriateness (as it related to the City and/or local community’s identity, expression, ethics, and/or social values).

See attached criteria for artist selection.

IX. Deadline

Monday, January 9, 2023 received by 5PM Eastern Time Zone. Late or incomplete applications will not be reviewed.

X. Selection Process

- Submissions will be reviewed by a five-member Selection Committee made up of artists, professionals, and community members. The Public Art Program Manager serves as a non-voting advisor to the committee.
- Only submissions that arrive on or before the deadline, fulfill all submission requirements, and demonstrate the ability to successfully execute and complete the project within the parameters of the project site and scope will be reviewed.
- Projects will be evaluated based on set criteria with each criterion valued on a scale of 0-5 with a total possible score of 80. Scores of 50 or above will be considered for finalist selection.
- Finalist will be notified and required to present their project at the February 13th PAAB meeting.
- Three artists will be selected for exhibition and notified of their respective installation dates.

To apply, submit materials via email to Molly Kirchoff, Program Manager of the Office of Public Art, at the following address:

Molly Kirchoff (she/her)
Office of Public Art, Program Manager
mkirchoff@cityoflancasterpa.gov
Office (717) 517 - 5750
Mobile (717) 847 - 0285

Artists are responsible for installation, de-installation, and site restoration and must grant City of Lancaster the right to a royalty-free, perpetual license to use any depiction of the artwork for non-commercial purposes (credit will be given to artist).

LANCASTER PUBLIC ART
Criteria for Artist Selection

***Disclaimer:**

This rubric is a standardized document that is used by the Public Art Advisory Board (PAAB) to review all Call For Artists, Request for Proposals, and Request for Qualifications solicited by the City of Lancaster Office of Public Art. Submissions will be evaluated using the standard criteria as it relates to the project description.

All forms of expression are welcomed. Submissions will be assessed on an individual basis, unique to each artist's perspective.

ARTIST NAME(S):	
AFFILIATION (if any):	
TITLED WORK:	
MEDIUM:	

APPLICATION COMPLETENESS AND QUALITY OF SUBMISSION		
The artist is eligible and has provided all submission requirements in a timely manner	YES	NO
The submission clearly addresses the project needs and considerations	YES	NO
The submission thoughtfully considers the parameters of the site	YES	NO
The presentation is professional	YES	NO

*** If all criterion are accepted, the application is determined complete and may proceed to the next phase of review*

FEASIBILITY AND APPROPRIATENESS TO THE SITE		
The work is sensitive to historical, geographical, environmental, social, cultural, and/or other relevant contexts	YES	NO
The subject matter appropriate for its audience	YES	NO
The concepts proposed translate into materials that are appropriate for the size, scale, limitations of the cases dimensions	YES	NO
The submission is considerate to the budget and timeline required of the project	YES	NO
The applicant has demonstrated the ability to successfully execute and complete the project based on similar or applicable projects	YES	NO

*** If all criterion are accepted, the project is determined to be feasible in the context of the site and may proceed to the next phase of review*

Applications deemed complete and feasible will be valued on a scale of 0 - 5 (0 being lowest; 5 being highest) with a total possible score of 80. Scores of 50 or above will be considered for approval.

VISION AND AESTHETICS							
The artist statement is compelling	0	1	2	3	4	5	
The work exhibits a distinctive and authentic voice	0	1	2	3	4	5	
The work tells a story or shares a vision	0	1	2	3	4	5	
The work expresses something new or emerging or cutting edge	0	1	2	3	4	5	
The work expands established traditions, reimagines form, challenges traditional aesthetics, or deepens the social experience	0	1	2	3	4	5	
The work has the potential to attract tourists, visitors, and residents	0	1	2	3	4	5	
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ARTISTIC CAPABILITY AND MASTERY OF TECHNIQUE

The subject matter and/or style is clear and focused	0	1	2	3	4	5
The body of work is cohesive	0	1	2	3	4	5
There is a high quality of craftsmanship and materials are used skillfully	0	1	2	3	4	5
The techniques used are refined and/or developed in practice	0	1	2	3	4	5
The methodology/approach is creative, bold, innovative, and/or unconventional	0	1	2	3	4	5
						_____ / 30

COMMUNITY VALUES

The work is a reflection of the City's and/or local community's identity	0	1	2	3	4	5
The work demonstrates awareness of the City's and/or local community's ethics and/or social values	0	1	2	3	4	5
The work celebrates one or more of the City's cultural communities	0	1	2	3	4	5
The work encourages respectful civic dialogue	0	1	2	3	4	5
						_____ / 20

_____ / 80

ADDITIONAL COMMENTS AND CONSIDERATIONS: