

Duluth Public Arts Commission

Utility Cabinet Artwork Program

Artist Rules and Instructions

The Mission of the Duluth Public Arts Commission is to support public art as a community investment by preserving and promoting art in public places, and to support public art activities that benefit the citizens of Duluth; to encourage partnerships that further the awareness of beauty in our community and to support our city's environment through public art.

The Utility Cabinet Artwork Program aim is to beautify the City with a focus geographic equity. Applications for this program are open year-round and are limited by the number of approved utility boxes.

Process:

1. Complete the Artist Application and Utility Cabinet Design Template.
2. Submit application to:
Tricia Hobbs
Planning and Development
411 W 1st St Room 160
Duluth, MN 55802
thobbs@duluthmn.gov
3. If selected, you will be notified within 30 days.
4. Work on your final design. Order wrap from printer according to "Installation" section below. Send your vendor invoice to Tricia Hobbs at the above address; the Public Arts Commission will cover expenses (up to \$2,500) and an artist stipend (\$1,000).
5. Once approved by the Public Arts Commission, the wrap can be installed. Wraps can only be installed when temperatures are over 40 degrees. The City of Duluth will coordinate with the selected artists on an appropriate time window for installation. Note that some vendors may do installation for you; in that case, you will be responsible for working with that vendor on installation during the approved time frame.
6. After installation, send an invoice for your expenses and artist stipend.

Items to Submit:

- ☐ Application
- ☐ Design Template
- ☐ Images of Each Side of Utility Cabinet (5 total)

Locations:

Artwork will be dispersed equally across council districts within the City of Duluth.

Eligible Proposals and Evaluation Factors:

Pre-selected utility boxes will be available throughout Duluth. DPAC's goal is to enliven neighborhoods throughout Duluth with positive imagery.

1. Artwork which is memorable, positive, thought-provoking, enduring, and communicates a unique vision or perspective.
2. Artwork which recognizes and fosters diverse social, cultural, and historical values must not be appropriated.
3. Artists should reside within 25 miles of Duluth.
4. Artists must submit renderings based on the enclosed template and should include all sides. Note: actual boxes may be a different size or shape so your design may require adjustment after approval.
5. Artwork in draft must closely resemble the art that will be installed on the box.
6. Applicants must measure their assigned box in order to prepare final designs.
7. Artist signature must not exceed 3"x5" in actual size.
8. All final wraps will become City property. There is no guarantee of how long the artwork may remain on box due to maintenance or replacement.

Proposals will be ineligible if they involve:

- A breach of intellectual property rights (all artwork must be original)
- Trademarks, brands, business names, logos, or copyrighted images.
- Anything harmful to a third party
- Majority of proposal consisting of dark colors (dark colors can overheat a box)
- Offensive text or images

It is the responsibility of the Artist to identify information in their responses they consider confidential and, to the extent that the City agrees with that designation, such information will be held in strict confidence.

Installation:

If selected, artists need to ensure they measure all sides of box, and note any labels, handles, indents, or attachments. Work with your vendor to confirm size and resolution of digital images. **Make sure to order a wrap on 3M Anti-Graffiti Vinyl.**

Local vendors include:

Elite Tinting & Graphics

4114 W. Superior St. Duluth, MN 55807

info@elitetintingandgraphics.com

218-628-3008

Graphic FX Signworks

10 W 1st St, Duluth, Minnesota 55802

218-522-4585

Duluth Sign

116 W. Superior St. Duluth, MN

218-722-2569

Artist Application for Utility Cabinet Artwork

Name:

Address:

Email:

Phone:

Name of School or Organization (if applicable):

Date Submitted:

Desired box location (Please indicate which Duluth neighborhood, the City will let you know if your preferred location isn't available):

Please share a brief bio of yourself:

Artist statement:

Utility Cabinet Design Template

This is a typical utility box diagram representing the four sides and top. Please use it to sketch the images as it would be installed. Unique colors and bold graphics work well, along with bright images that can be seen from a distance. **Detailed images in color of each side must also be submitted on 8.5" x 11" paper.**

Actual utility boxes vary in size/shape and will have various vents, seams, doors, and handles. It will be the artist's responsibility to become familiar with their box and its measurements.

Artist Name:

Artwork Title:

