

## Duluth Public Arts Commission

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

In an effort to continue beautification within the City of Duluth, if an artist's work is selected, DPAC will have the right to implement each submitted artist Utility Utility Box Wrap Artwork on up to five locations within 10 years of the submitted artwork date.

#### **Process:**

1. Complete the following items:
  - a. Artist Application
  - b. Utility Box Wrap Design Template
    - i. Template includes images of each side of the utility box (5 total)
2. Submit Artist Application and Utility Box Wrap Design Template **via email** to:

Angie Stier  
[astier@duluthmn.gov](mailto:astier@duluthmn.gov)

*If submitting via email is not possible, please contact Tricia Hobbs for alternative submission options.*

**IMPORTANT:** A complete Artist Application and Utility Box Wrap Template is required for artist to be considered.

3. If selected, artist will be notified within 60 days.
4. Once notified, artist will begin work on final design. The artist is responsible for ordering the wrap from printer according to "Installation" section below.
5. From there, the wrap can be installed. Wraps can only be installed when temperatures are over 40 degrees, so a majority of installations will happen between the months of May and October.
  - a. If the vendor installs the wrap for the artist, The City of Duluth will coordinate with the vendor on installation timing and details.
  - b. If the vendor requires the artist to install the wrap, the artist will need to coordinate with the City of Duluth on timing and details.
6. After installation the following actions are required:
  - a. Either the artist or vendor will send the box wrapping invoice of up to \$2,500 to Tricia Hobbs (address above).
  - b. The artist will send an invoice for \$1,000 for artist work and time to Tricia Hobbs (address above).

**Locations:**

- Artwork will be dispersed equally across council districts within the City of Duluth, and locations will be selected by City staff.

**Eligible Proposals and Evaluation Factors:**

DPAC's goal is to enliven neighborhoods throughout Duluth with positive imagery.

- Artwork which is memorable, positive, thought-provoking, enduring, and communicates a unique vision or perspective.
- Artwork which recognizes and fosters diverse social, cultural, and historical values must not be appropriated.
- Artists should reside within 25 miles of Duluth.
- 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.
- Artwork in draft must closely resemble the art that will be installed on the box.
- Applicants will work with vendor to measure their assigned box in order to prepare final designs.
- Artist signature is required and must not exceed 3"x 5" in actual size.
- 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.

In signing this application, I \_\_\_\_\_ have read, understand, and if selected I agree to the terms described in this application.

**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 eligible vendors include:

**Elite Tinting & Graphics**

4114 W. Superior St. Duluth, MN 55807

[info@elitetintingandgraphics.com](mailto: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 Box Wrap 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 Box Wrap 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:

