



## CALL FOR ART PROPOSALS

**Direct Questions and Submit Proposals to [art@nwtc.edu](mailto:art@nwtc.edu)**

**Timeline:** Proposals will be reviewed monthly and are to be received by the last day of the month by 4:30 PM. Email replies will be sent to all artists after purchasing decisions have been made (typically by the 15<sup>th</sup> of the following month). Once the annual budget has been depleted, new purchases will be made starting July 1<sup>st</sup>.

### STATEMENT OF WORK

Notice is hereby given that the Northeast Wisconsin Technical College Art Committee is seeking art proposals for artwork priced under \$1000.00.

NWTC is a Wisconsin public educational institution and is part of the Wisconsin Technical College System (WTCS). NWTC provides education at three (3) Campuses located at Green Bay, Marinette, and Sturgeon Bay, Wisconsin, and five (5) Regional Learning Centers located throughout Northeast Wisconsin ([see location information](#)).

Artists may visit [www.nwtc.edu/artwork](http://www.nwtc.edu/artwork) to see examples of the color palette for the College and to view pictures of some of the exact locations which will showcase the selected artwork.

In general, the College is looking for large-format statement pieces for these locations. Indoor sculptures and mixed media art are encouraged, however artwork that is mounted on a wall cannot be more than four inches deep. All work must be in "ready to hang/install" condition.

The goal is to find art pieces for both inside and outside of the buildings that are welcoming, inspirational, and appealing to our student population.

The College is particularly interested in art that represents the activities happening in our spaces, the subjects taught in our buildings, or our local community. The College offers programs in the fields of Agriculture, Architecture/Construction, Business, Digital Arts, Energy, General Studies, Health Sciences, Human Services/Education, Information Technology, Public Safety, Manufacturing, STEM (Science, Technology, Engineering, Mathematics), and Transportation.

### INSTRUCTIONS TO ARTISTS

#### Art Proposal Submissions

Art proposals should be emailed to the NWTC Art Committee at [art@nwtc.edu](mailto:art@nwtc.edu).

Please include pictures of the work (or drawings of work to be produced) along with the following information for each piece of art submitted (1 submission per email).

Artist Name:

Address:

City, State, Zip:

Phone Number:

Email Address:

Website:

Title of Artwork:

Date Created:

Brief Description of Work:

Motivation for Creating This Piece:

Dimensions

Height:

Width:

Depth:

Weight in Pounds:

Cost of This Piece (Not to Exceed \$1000.00):

If submitting a proposal for artwork that has not been created yet, please provide the names and contact information of two customer references who can attest that you have produced quality artwork within approved deadlines in the past.

By submitting a proposal, the artist certifies: (1) this offer is made without previous understanding or conflict of interest with any person, firm or corporation making a quotation on the same project; (2) is in all respects fair and without collusion or fraud;; (3) they have read the complete Request and understand all provisions; if accepted by NWTC, this proposal is guaranteed as written and will be implemented as stated; and (4) mistakes in writing of the submitted quotation will be their responsibility.

#### Withdrawal of Proposals

Proposals may be withdrawn by the artists if pieces have been sold elsewhere before receiving a reply from the Art Committee.

#### Right to Award/Reject

Artists must quote prices for each piece of art. NWTC will have the option to order partial items quoted. The artist should enumerate any additional discounts for purchasing multiple pieces. NWTC reserves the right to reject any proposals received if they do not meet the desired specifications, features, current art needs, or standards were not, in the opinion of the Committee, acceptable.

#### Proposal Evaluation

NWTC's Arts Committee will be reviewing all submissions and will consider all applicants consistently, objectively, and professionally. Proposals will be evaluated using the following criteria:

**Quality** – Is the standard of work appropriate? Does the craftsmanship demonstrate professionalism, commitment, and command of the medium? Does the artwork demonstrate excellence in originality, creativeness, and imagination?

**Audience Appeal** – Is the artwork attractive and relevant to our community? Does it inspire students? Does it reflect the activities/subjects being taught in the building or reflect the surrounding community?

**Educational Value** – Does the artwork inform and educate the community?

**Suitability** – Is the artwork appropriate (as determined by the Committee) for a varied audience including students, staff and faculty of the College, as well as the general public? Does it enhance the integrity and reputation of the College?

**Cost Implications** – Are there any potential costs for the College in displaying or maintaining the artwork?

**Practicalities** – Are there any practical difficulties in housing/placing the art? Will the artwork pose a threat to public safety?

**Cost** – Is the piece priced under \$1000? Is there funding left to purchase the piece this year or will purchasing need to wait until next July?

#### Contact with NWTC

All contact with NWTC regarding the Call for Art Proposals should be directed to [art@nwtc.edu](mailto:art@nwtc.edu).

#### Delivery and Installation

Artwork must be in “ready to display” condition when delivered and include any necessary hardware. All proposed art is to be delivered tax-exempt, F.O.B. Destination – delivered and installed with freight cost included in the price or otherwise quoted on the NWTC price quotation form, to the NWTC building where it will be installed.

#### Payment Terms

Standard NWTC payment terms are Net 45 days from receipt of invoice, subject to items purchased, received and installed to specifications.

#### Equal Employment Opportunity Provisions

For purposes of any contract issued by the NWTC to a supplier, the supplier is to comply with Executive Order 11246 entitled “Equal Employment Opportunity” as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

#### State Sales Tax and Federal Excise Tax Exemption

Notice is hereby given that NWTC as a Wisconsin municipality is exempt from state sales taxes and federal excise taxes. Such taxes should not be included in prices or quotes proposed to NWTC.

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