

City of Maricopa Community Enrichment Department presents

MARICOPA SIGNAL BOXES

A Public Art Project



ROUND TWO

Applications due: December 2, 2024

PUBLIC ART PROJECT ARTIST PACKET

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I. Project Scope

All Artist – Please read this entire packet and submit all the required forms by the deadline to be able to create one of the “signal boxes”.

The City of Maricopa has initiated a Traffic Signal Box Art Program! As a way to reinvigorate our community it is our desire to use this as an opportunity to support local artists and beautify these unexpected places with new artwork. And of course, we want to think outside the (traffic signal) box with themes that celebrate the diverse imagination of our local art community.

Your participation in the “Maricopa Arts Initiative – Signal Boxes” public art project can be a great way to gain public recognition and help create a sense of place for our community. All accepted artists will be promoted in digital, print, and social media.

Artists who wish to participate must create colored sketches of their designs for an aluminum utility box that is either 69 or 74" tall, 44" wide, and 26" deep. This packet includes an outline of the signal box to use as a design template. Make sure your sketch/design is nicely detailed so that the deciding members have a clear example of what the finished product will look like.

We ask that you submit an orientation of your design with your application on or before **December 1, 2024**.

We are relying on the creative minds that we know exist right here in our own community and we can hardly wait to see the incredible artwork that will be created.

II. Call for Artists

This competition is open to artists located in the Maricopa planning area (and includes our winter visitors). Interested artists should submit the following before the application deadline:

- Application Form
- Artwork design on a standard template
- Signed Artists Agreement
- Signed Liability Form
- Letter of Support

Completed applications can be submitted electronically to: artsmaricopa@maricopa-az.gov or dropped off in person or by mail before the application deadline:

City of Maricopa
ATTN: Community Enrichment Department
39700 W Civic Center Plaza
Maricopa, AZ 85138

III. Selecting Artists & Approving Designs

1. The City of Maricopa's Community Enrichment Department will review all submitted packets for the project.
2. They will provide recommendations based on the included parameters listed in this document in section VII – Design Criteria. City Staff/Council will have the final approval of any proposed public art project.
3. Only artwork that meets general community standards will be considered as recommended by the reviewers and approved in the sole and absolute discretion of the City Staff/Council.
4. All applicants will be informed of acceptance status by December 19, 2024.
5. Each artist whose design has been chosen to be painted in a traditional paint medium will receive an honorarium of \$750.
 - a. Artists will receive an initial payment of \$300 upon selection.
 - b. The balance of the honorarium will be received upon completion of the project.
6. Upon selection for a signal box project, a location will be assigned.
 - a. Artists can schedule with City staff a time to complete their project safely and appropriately within a 4-week time frame.
 - b. Paint projects will need to be completed within 2 working days (some exceptions may be necessary).
7. Artists will be asked to be onsite for photographs and possibly an interview with local media and City communication staff.

IV. Acknowledgment of Artist

Artists participating in “Maricopa Arts Initiative – Signal Box” public art project will be acknowledged in the following ways:

- The artist, title, listed on the City of Maricopa website and mapping
- The signal box, along with its artist, will be featured in digital, print, and social media
- Each artist will have the opportunity to be interviewed at the time of installation if the artist is available and willing

V. Timeline

October 15, 2024	Artist Packets available for pick up or online at www.maricopa-az.gov/arts
December 2, 2024	Deadline for Artist Submission by 5pm No Exceptions
December 19, 2024	Notify selected Artists
January 16, 2025	Initial payment for painted signal box and schedule date for signal box design installation
March 31, 2025	All signal boxes completed
April 3, 2025	Final Artist payment

VI. Items to be Submitted

The following items must be submitted by the deadline.

- Artist Agreement (must be signed)
- Copyright Assignment – one page (must be signed)
- A color sketch/design of your signal box on 8 ½" x 11" paper (one design per page)
- You may also include samples of other pieces of your work/portfolio.

Submit your designs and ALL completed forms:

Drop off or mail to:

City of Maricopa
Community Enrichment Department
39700 W Civic Center Plaza
Maricopa, AZ 85138

or

Submit electronically by emailing: artsmaricopa@maricopa-az.gov

VII. Signal Box Art Design Criteria

1. Artist may not alter the basic form of the signal box with any attached accessories. The boxes are housing working equipment that must be accessed regularly.
2. The artist should consider avoiding detailed portions that might sit in a space or opening on the boxes.
3. The box is in an outdoor area that is accessible to the public. The artist should consider the possibility of damage or vandalism. For that reason, detailed workings should be done in a way that can be repaired or repainted should damage occur.
4. We recommend using Acrylic Paints. Artists may ask for permission to use other materials, permission should be granted prior to execution.
5. Designs must be appropriate for public display. The City desires to create an opportunity for artistic expression, without offending members of the public. For this reason, the following criteria for the projects must be adhered to:
 - a. Designs which promote drugs or alcohol, or are sexually explicit in nature will not be displayed.
 - b. The City also desires to maintain a position of neutrality on political or religious views. Therefore, applicants are discouraged from submitting entries with political or religious themes.
 - c. Symbolism or branding of any kind will not be allowed this includes marketing of a business, organization, cause or group.
 - d. The City reserves the right to not select or display any design which it believes will be offensive to the public or violate the law. The City has the sole discretion to accept or reject any design with or without cause or explanation.
6. Artist should provide original works of art or they need to warrant they obtained the necessary rights and carry the necessary insurance to indemnify us from any claims if it is not original.
7. If the design is a likeness of a person, it is the sole responsibility of the artists to receive permission from that subject's estate and provide written documentation of permission to the City.

VIII. Signage on the Box

It is important for artists to sign their work of art.

- The area used for signage cannot exceed 1 square foot in area.
- Signage must be placed on the short end of the box that is facing away from oncoming traffic. This is to avoid distracting drivers who may be trying to read the signage while driving.
- Signage cannot include the logo's, phone numbers, or addresses (physical or website) of the artists.
- In order to keep the designs classified as artwork and to avoid inadvertently violating the city's signage ordinance, logos, phrases, or branding designs for the neighborhood or for any business, product, good, activity, service, or private interest may not appear as part of the artwork.

IX. Surface Preparation

For Painted Boxes

Always read the manufacturer's surface preparation guidelines for the product you have selected *BEFORE* beginning work.

Certain primers and adhesives are meant to adhere to smooth surfaces, others to lightly roughened surfaces. Some will react poorly to certain types of cleaners or solvents.

X. On-site Painting

- Sidewalk traffic must be maintained at all times.
- Artists and volunteers must wear a Day-Glo safety vest or t-shirt while working. City will provide.
- Head, eye and hand protection are strongly recommended for safety but are not required.
- Wearing a protective facemask is recommended for certain types of paints and application techniques.

- Safety cones and/or caution tape should separate the artists work area and protect from oncoming traffic. City will provide.
- Protect the sidewalk and/or greenspace around the box with a sturdy drop cloth.
- For painted boxes, before the final clearcoat is applied, the artist must call for a representative from the Community Enrichment staff to come out and verify that the design was executed according to the accepted proposal and with proper materials.

XI. Maintaining the Box

If a group or individual has committed to paint a box, it is also committing to maintain it. Maintaining the box includes ensuring that the artwork remains in good condition and promptly removing all graffiti or damage.

If the process of removing graffiti damages the artwork layer, the artists must be contacted to repair the damage and recoat the box.

XII. Contact Information

Project Contact Info

Please feel free to contact us with questions. The Community Enrichment Department is open Monday through Thursday, 7am to 6pm.

(520) 316-6969
artsmaricopa@maricopa-az.gov
www.maricopa-az.gov/arts

X. Maricopa Signal Box Artist Agreement

PLEASE PRINT CLEARLY

DEADLINE FOR SUBMISSION: December 2, 2024

Artist Name: _____
(Exactly as you want it to appear on the plaque and in print)

Mailing Address: _____

City, State & Zip: _____

Phone: _____

Email Address: _____

Title of your Signal Box artwork: _____
(Exactly as you want it to appear in print)

Design Statement: Describe your design, what materials you plan to use, and what inspired you and/or how the design will be executed. (Feel free to attach any additional document here.)

Biography (or attach short resume):

Assurances: I have completely read the Public Art Artist Packet and agree to its contents in full. I acknowledge that all application materials will become the property of the City of Maricopa and no materials will be returned to the artist. I agree to all terms of the Artist Agreement and the Maricopa Signal Box Work for Hire Agreement.

Artist Signature: _____ Date: _____

XIV. Maricopa Signal Box Work for Hire Agreement

WHEREAS, _____ (artist's name), an individual having an address at _____ is the Author of the design and sketches (collectively referred to as the "Design") attached to the application submitted to the City of Maricopa on the same date of this Agreement;

WHEREAS, the Artist understands and acknowledges that, as part of the application process, it is intended that the City of Maricopa, with an address of 39700 W Civic Center Plaza, Maricopa, AZ 85138, owns the entire right, title and interest in and to the Design;

WHEREAS, the Artist understands and acknowledges that he/she will be notified in writing by the City of Maricopa Community Enrichment Department whether his/her design has been approved and selected;

WHEREAS, the Artist understands and acknowledges that, upon the artist's receipt of written notification that his/her design has been selected and approved, he/she shall apply that design to a signal box identified by the City of Maricopa, thereby creating a "finished signal box" ready for outdoor display;

WHEREAS, the finished signal box shall be entirely City of Maricopa property in perpetuity throughout the universe, free of any claim whatsoever by me, or by any persons or entities deriving any rights or interests from me;

WHEREAS, the Artist understands and acknowledges that the City of Maricopa shall continue to be the sole and exclusive owner of the entire right, title and interest in and to the Design, including, but not limited to, all derivative works based on the Design of the "finished signal box" as approved for exhibition as described in detail in the Artist Packet for "Maricopa Arts Initiative – Signal Boxes" public art project and that in such case the City of Maricopa, along with the help from a public art grant, will provide the artist a stipend to help defray the cost of materials used in the decoration of the signal box chosen for exhibition and the time spent on each piece. The Artist may retain the right to show the work as their own in their portfolio. In its sole and absolute discretion and at any time, the City of Maricopa may withdraw Artist's right to identify the work as his/her own in their portfolio;

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, and intending to be legally bound hereby, the Artist hereby acknowledges that the City of Maricopa owns all right, title and interest in and to the Design and to any derivative works based on the Design including but not limited to any rights in the finished signal box, together with all copyright rights, application and registrations therefore. The City of Maricopa shall not be liable for any distortion, mutilation, modification or destruction of the finished wild horse by accident, act of God or person. The City reserves the right to remove, replace or alter the Design in its sole and absolute discretion. The Artist hereby waives his/her rights under the Copyright Act of 1976 ("CPA"), Title 17 U.S.C. and any amendments thereto, as against the City of Maricopa in the event of such distortion, mutilation, modification or destruction. The Artist further acknowledges and agrees that if the finished signal box is vandalized, damaged, or otherwise modified and the Artist is unable or unwilling to promptly repair such alteration, the City of Maricopa shall have the right to make, or have made, such repairs, even if the repairs would constitute distortion, mutilation or modification under the CPA. The Artist hereby waives his/her rights under the CPA in the event and to the extent the City of Maricopa deems such repair necessary. The Artist represents to the City of Maricopa that he/she is the sole author of the Design and that the Design is an original work of authorship which does not infringe upon the copyright rights or on intellectual property rights of others, and that he/she has the unencumbered right to enter into this Agreement. In the event the Design is not approved or selected for exhibition, as described in the Artist Packet, the City of Maricopa shall release back to the Artist all its right, titles, and interest in and to the Design.

Artist Signature: _____

Print Name: _____

Address: _____

Signal Box Title: _____ Date: _____

XV. Design Template

SDOT TRAFFIC SIGNAL CONTROL BOX
STENCIL PLANNING AND PROPOSAL SHEET

TRAFFIC SIGNAL CONTROL BOX | TOP, SIDES AND BACK, APPROX. 1/8"=1' SCALE.
Dimensions vary. This template is 55" h x 31.5" w x 16.5" deep.

