



City of  
**GREENFIELD, MASSACHUSETTS**  
**COMMUNITY AND ECONOMIC DEVELOPMENT**

**CALL TO ARTISTS**  
**Artists to Paint Two City Utility Boxes at City Hall and One**  
**Cabinet at Fiske Ave Pocket Park**  
**5/11/2022**

The Greenfield Community and Economic Development Department invites local artists to paint two City Utility Boxes at City Hall and One Cabinet at the Fiske Ave Pocket Park.

**Project Overview**

Based on the Recreation Departments successful Painted Boxes Program geared towards the recognition and celebration of local artists, the Greenfield Community and Economic Development Department is repeating the program for two elements adjacent to City Hall and one in the Fiske Ave Pocket Park. Through Painting City Hall Utility Boxes, artists are asked to paint two utility boxes with original designs. Once professionally painted, these utility boxes will contribute to the vitality and attractiveness of our streetscape and further enhance the heart of our Downtown Crossroads Cultural District and beyond.

**Process**

- Artists must submit designs and a short biography to the Community and Economic Development Department by **12:00 noon on May 27, 2022.**
- Selections will be made by the Mayor's Office of Community and Economic Development
- Artists may submit for any combination of boxes (1, 2 or 3)
- Artists are responsible for surface preparation.
- Artists will be notified and contract will be awarded if and when their designs are selected.
- All work must be completed by June 30, 2022.

**Stipend**

Artists who submit a materials list for pre-approval will be reimbursed for paint and materials upon completion. All paint must be tough, durable and withstand the outdoor elements. We recommend Nova Color Artists' Acrylic Paint which is made with a tough, 100% acrylic resin durable for outdoor use. A clear topcoat designed for exterior use such as Nova Color #216 Exterior Varnish (satin) or Nova Color #206 Gloss Medium & Varnish (shiny) will help protect against dampness and add an extra layer of protection against wear and tear.



*The City of Greenfield is an Affirmative Action/Equal Opportunity Employer, a designated Green Community and a recipient of the "Leading by Example" Award.*



In addition to pre-approved materials costs

- Small Utility Box: Selected artists will receive a \$500 stipend from the City of Greenfield upon completion of their box.
- Large Generator Box: Selected artist will receive \$1200 from the City of Greenfield
- Fiske Ave Cabinet: Selected artist will receive a \$350 from the City of Greenfield

### **Design Guidelines**

- Artwork must be original
- Artist must avoid dark palettes in order to prevent boxes from overheating in the summer sun
- Artist must follow diagrams (see below) to avoid painting on hinges, labels, and equipment. Hinges may be painted carefully so as not to impede functionality.
- Designs may be representational or abstract and must be appropriate for public space
- On the large generator add some visual representation about access to City Hall via alleyway entrance door

### **Publicity**

- The Paint Utility Boxes will be publicized in various media outlets, social media, and website.

### **Other Items to Consider**

- Utility boxes surface prep is to be completed by the artist.
- Drop cloths should be used at all times if painting.
- Any paint must not interfere with the operation of the painted object.
- Passage on the sidewalk for pedestrians must be at all times maintained. Blocking traffic or lanes of the street may only be done in coordination with the project staff and City officials.

### **Terms of Agreement**

The artists selected for these projects must agree to the following:

- The artist must ensure that finished products will not violate the rights of any third party.
- The accepted artwork developed under this contract shall be the exclusive property of the City of Greenfield.
- The artist grants to the City of Greenfield an irrevocable license to make reproductions of the artwork and the final designs to be used in brochures, media, publicity, social media, and catalogs or other similar publications.
- The artwork may be removed and/or destroyed at any time without notification of the artist.
- The City of Greenfield has the right to paint over the design if, in the future, the appearance deteriorates due to weather or vandalism.

For questions, please contact the Greenfield Community and Economic Development Department at 413-772-1548 ext. 4 or [christian.laplante@greenfield-ma.gov](mailto:christian.laplante@greenfield-ma.gov).



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## **PAINT UTILITY BOX APPLICATION**

**Due May 27<sup>th</sup> by noon:**

**Submit all required materials to :**

Greenfield Community and Economic Development  
14 Court Square  
Greenfield, MA 01301

or

christian.laplante@greenfield-ma.gov

Artist or Organization Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Website URL \_\_\_\_\_

I fully understand and agree to all the terms set forth in this application/call to artists.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Application checklist**

- Completed Application with artists signature
- Designs (up to 3), including color scheme (Appendix A)  
Please indicate if Design is for Generator (Large Box), Utility Box (Small Box), or Fiske Ave Cabinet
- Curriculum vitae
- Samples of work



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## Appendix A

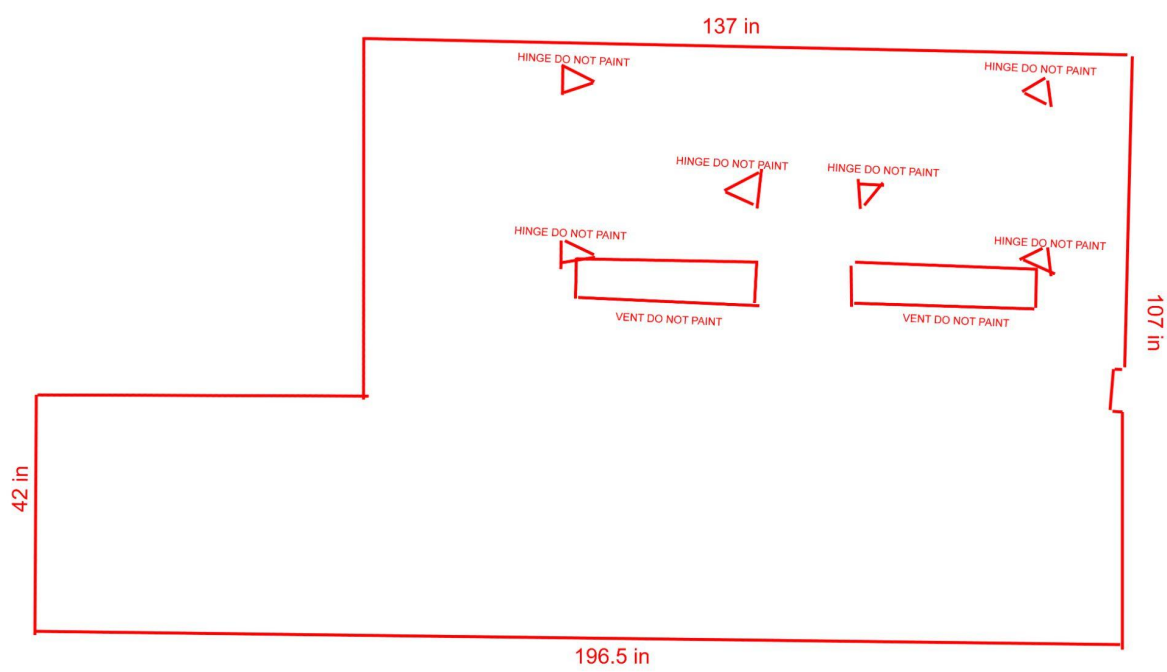
Please use the diagrams and templates on the following pages to illustrate your design in color. Submissions must be submitted electronically or on standard 8.5x11 paper.



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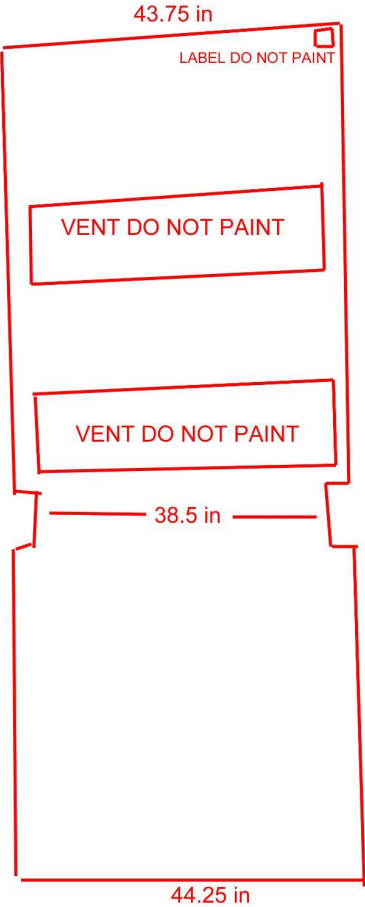


LARGE BOX SIDE 1

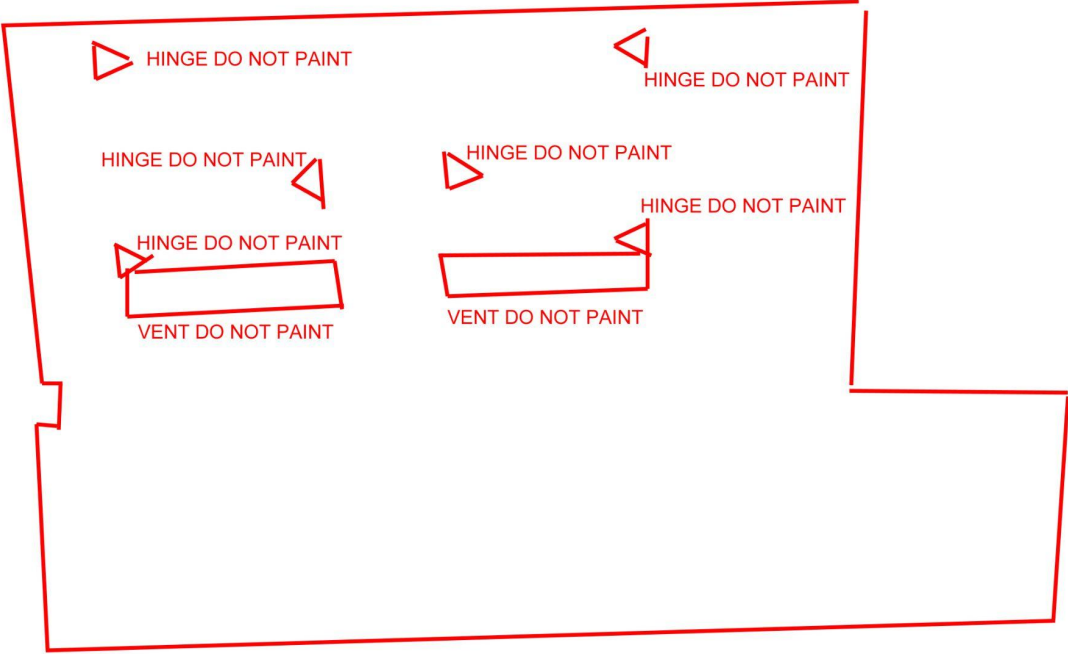
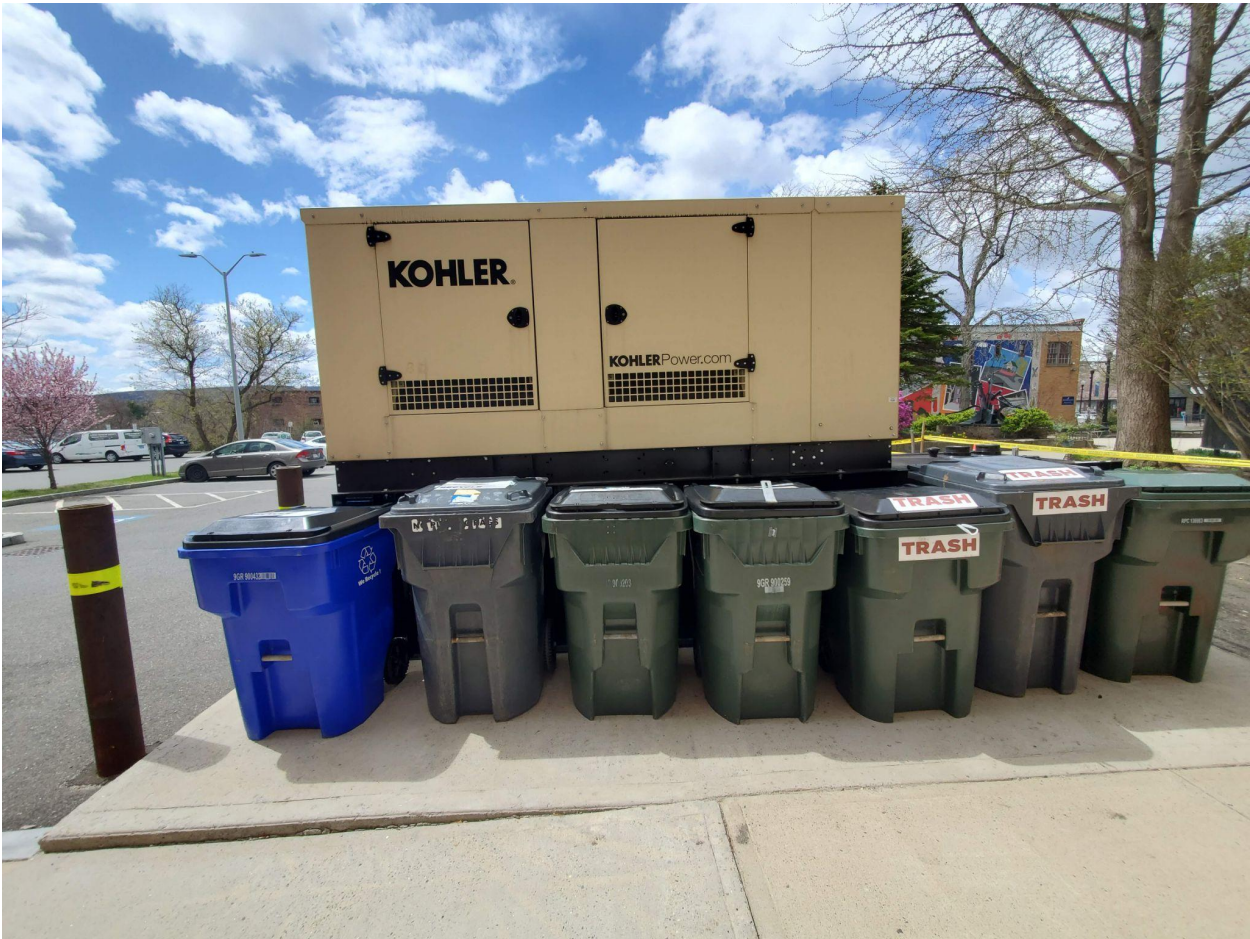




LARGE BOX SIDE 2

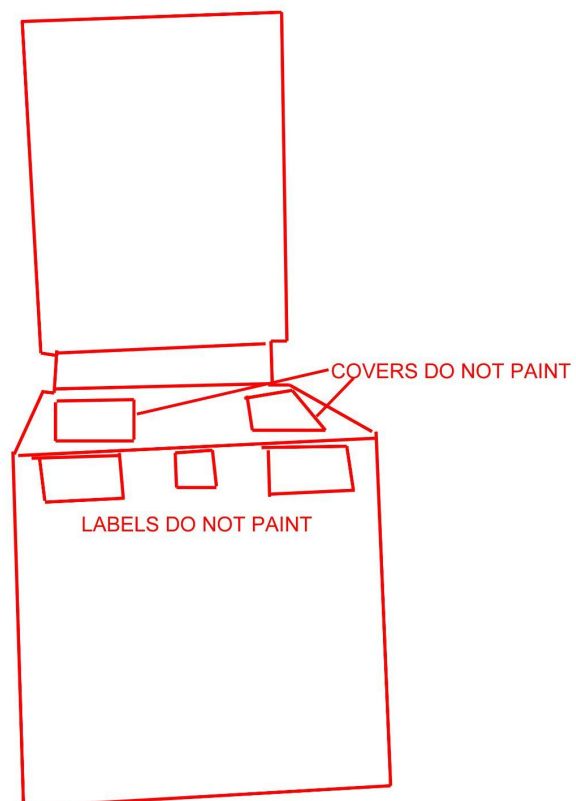


LARGE BOX SIDE 3



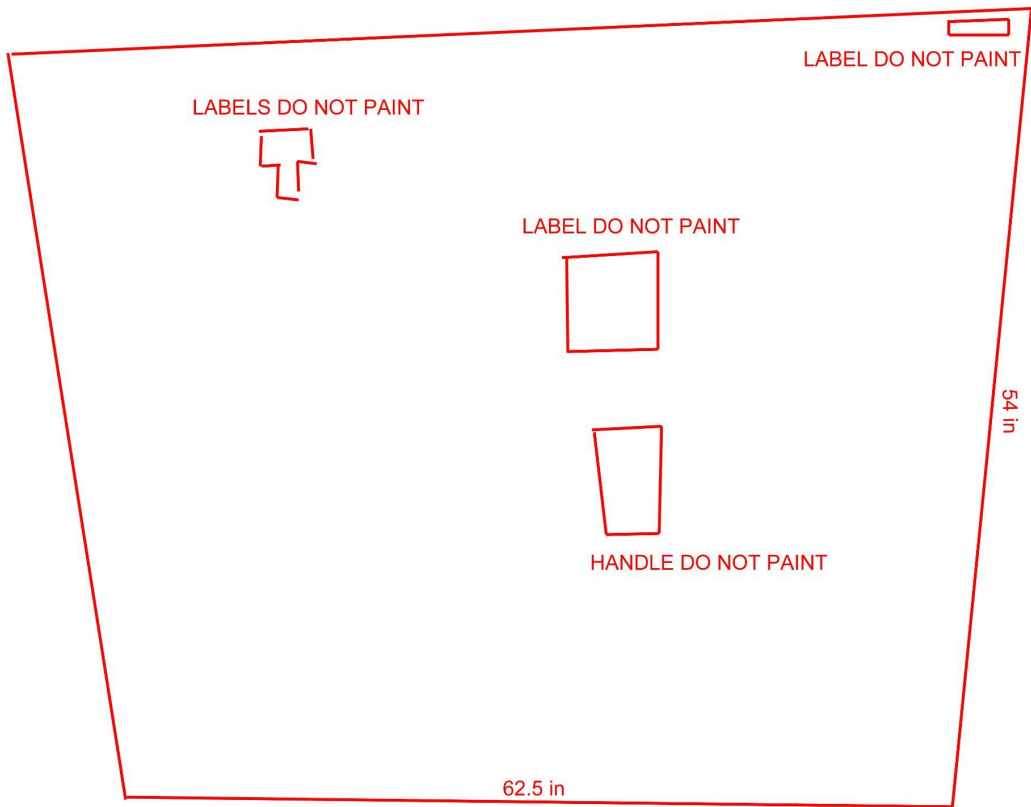


LARGE BOX SIDE 4

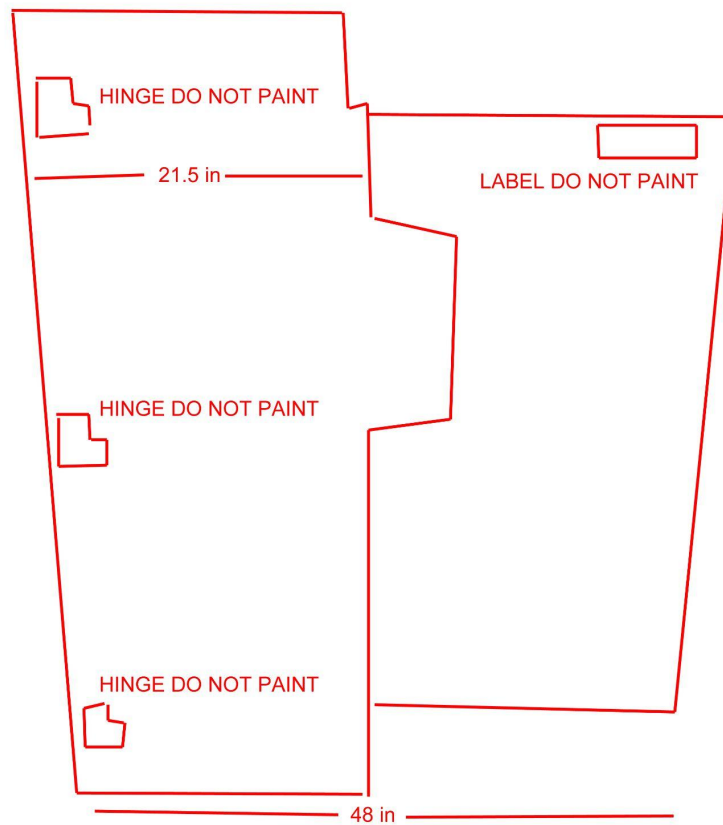




SMALL BOX SIDE 1

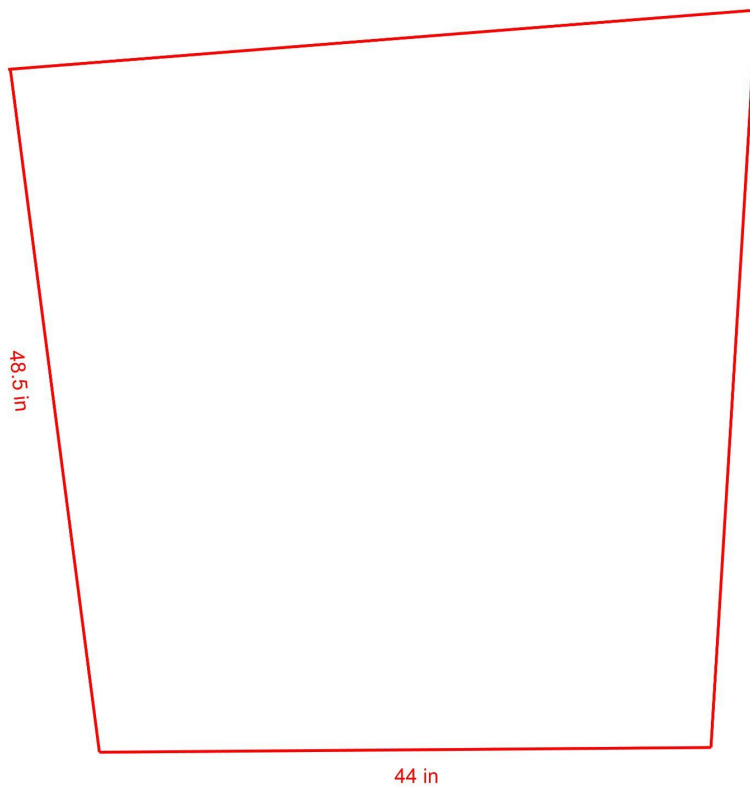


SMALL BOX SIDE 2



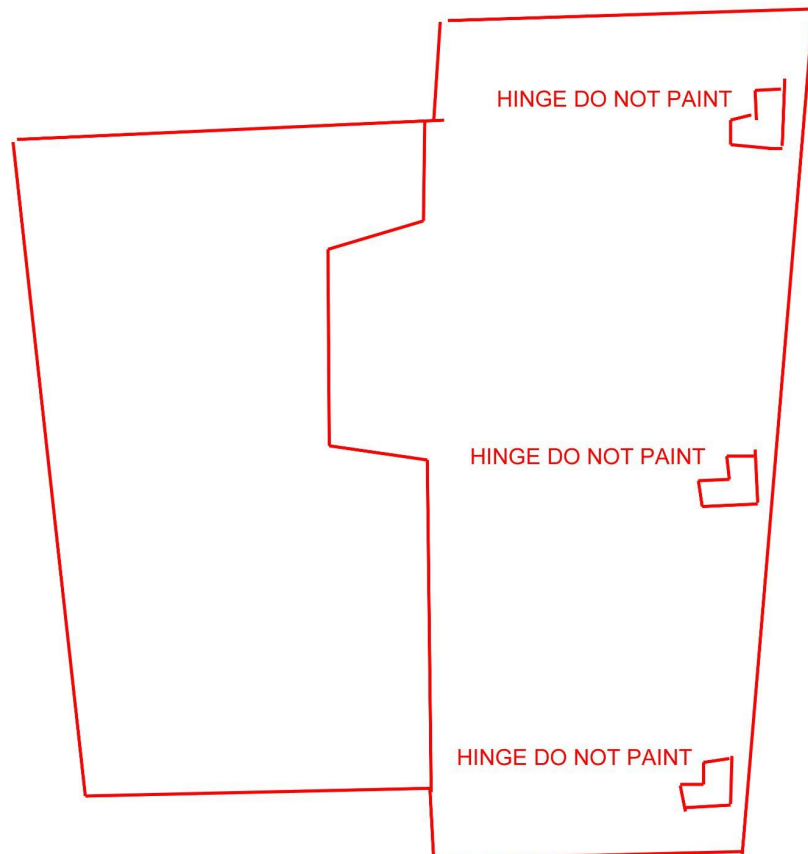


SMALL BOX SIDE 3



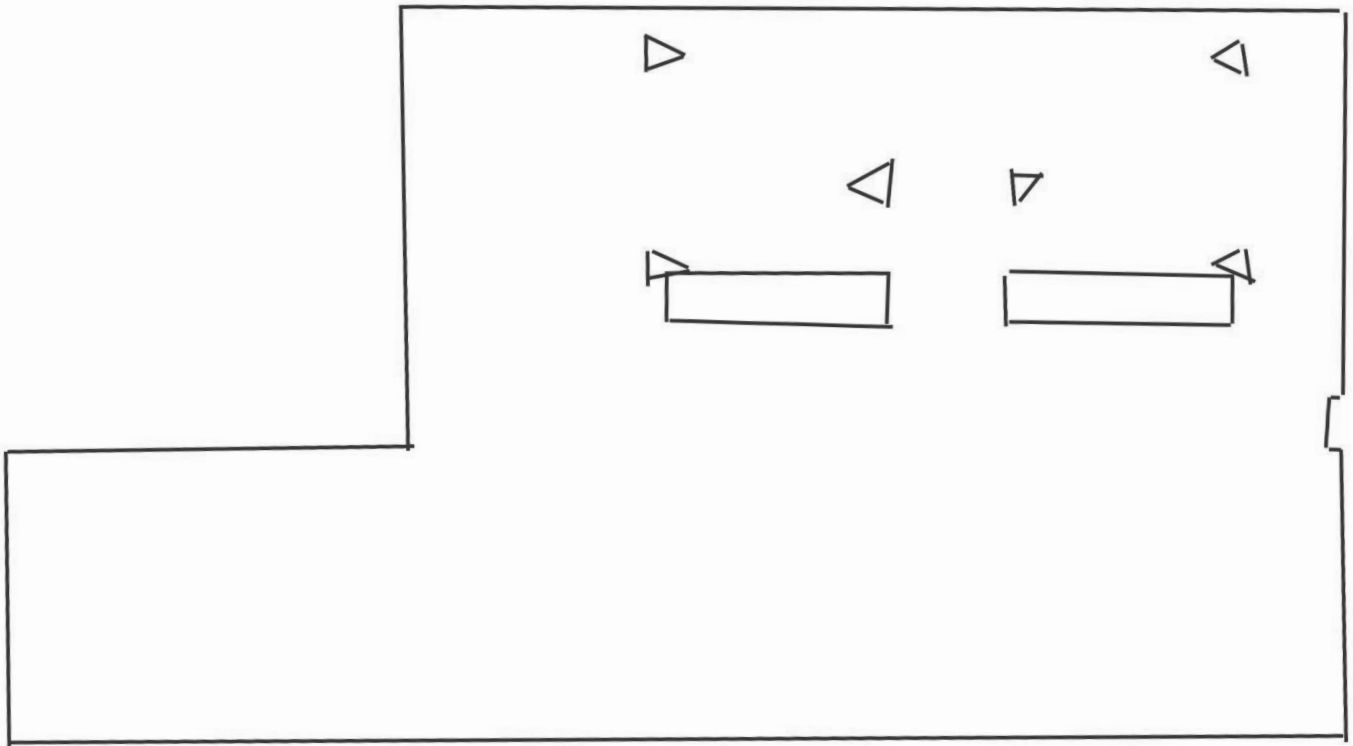


SMALL BOX SIDE 4

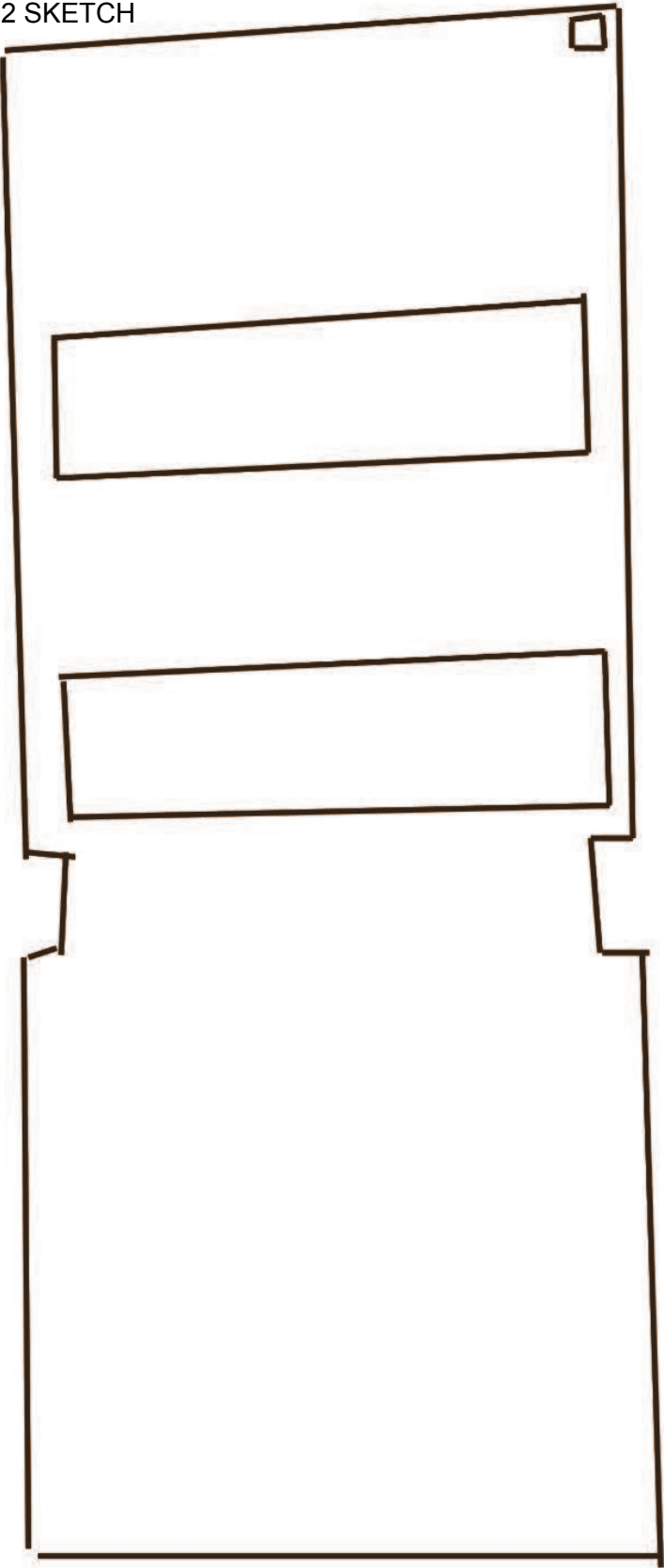


**Please illustrate your design on the diagrams below**

LARGE BOX SIDE 1 SKETCH

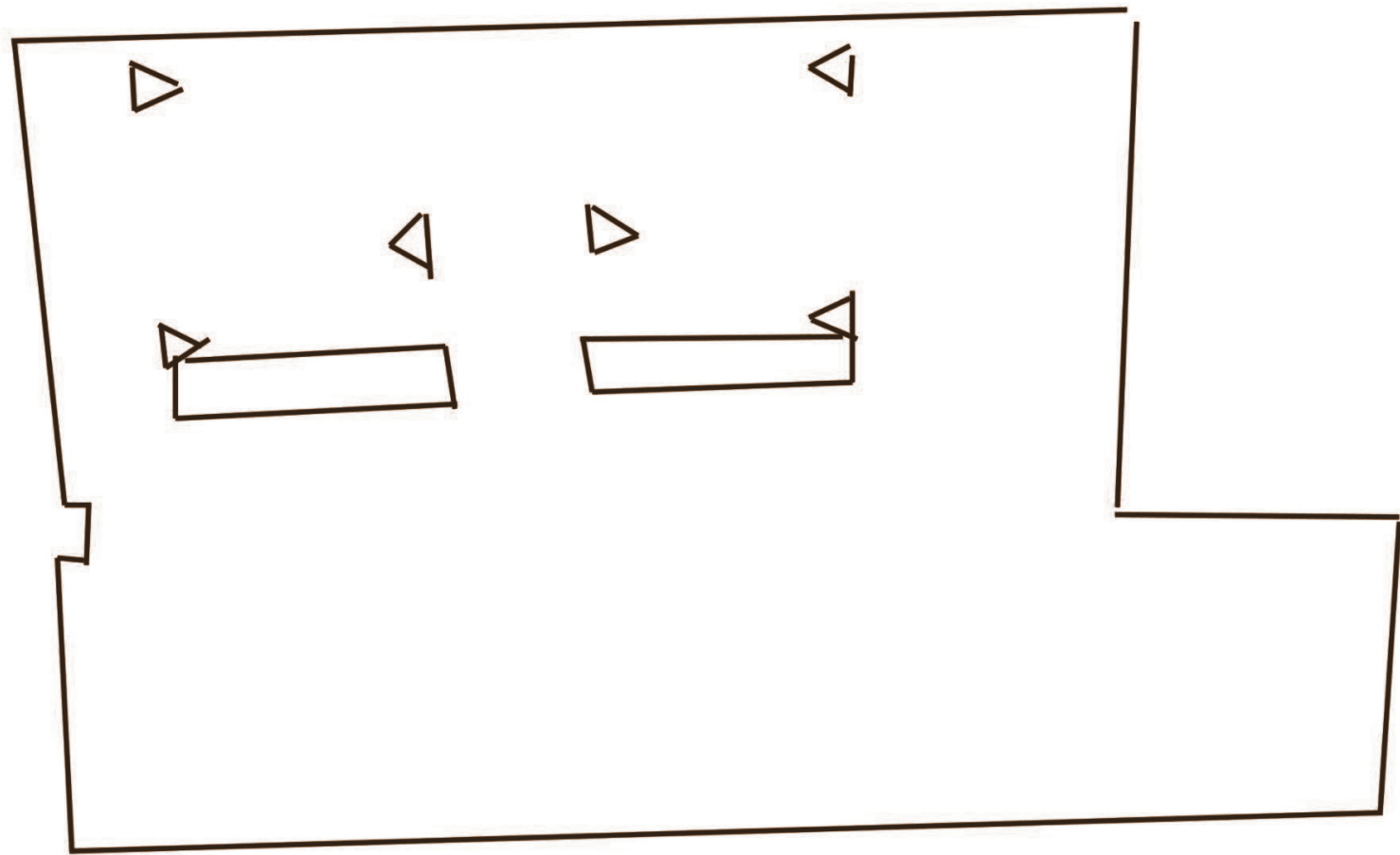


LARGE BOX SIDE 2 SKETCH

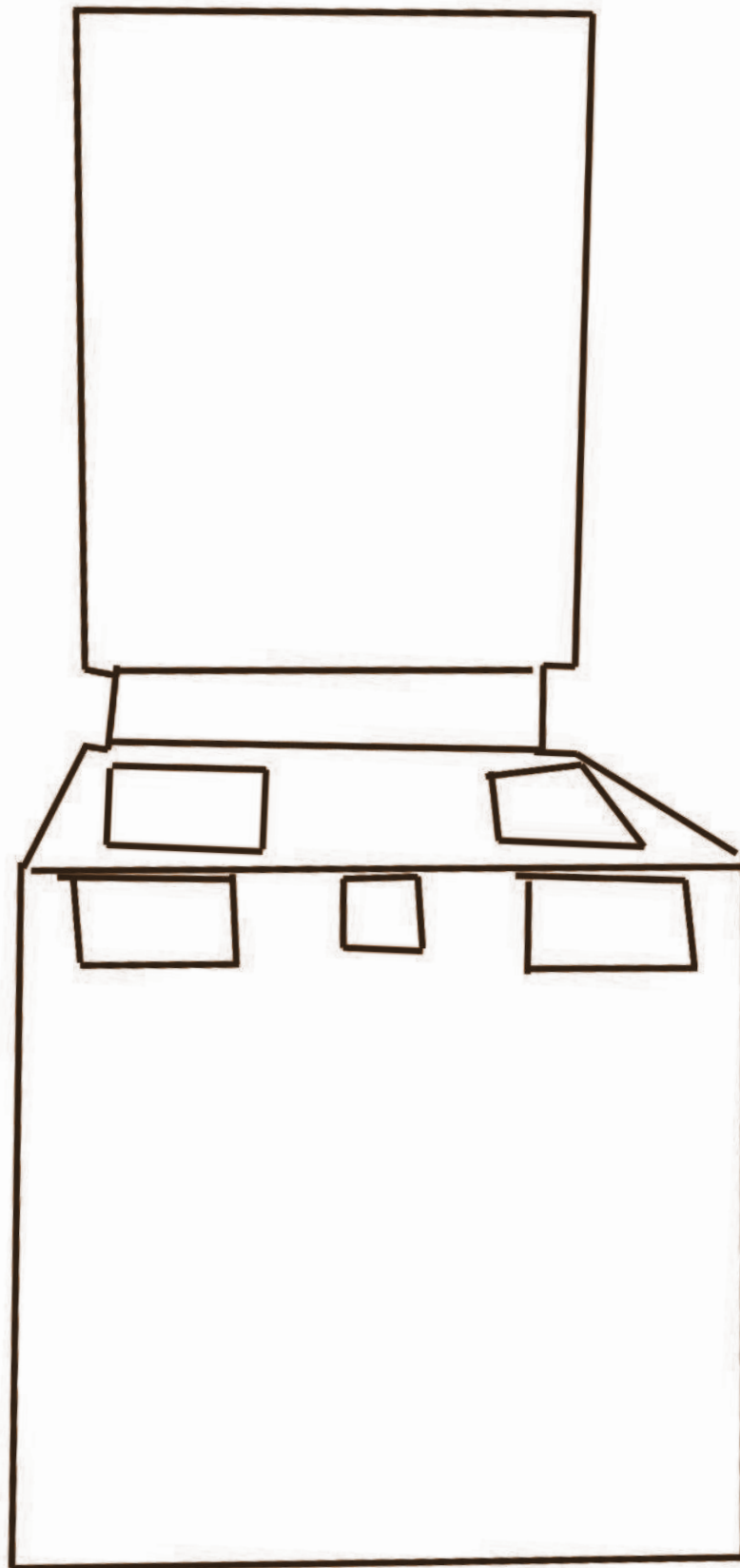




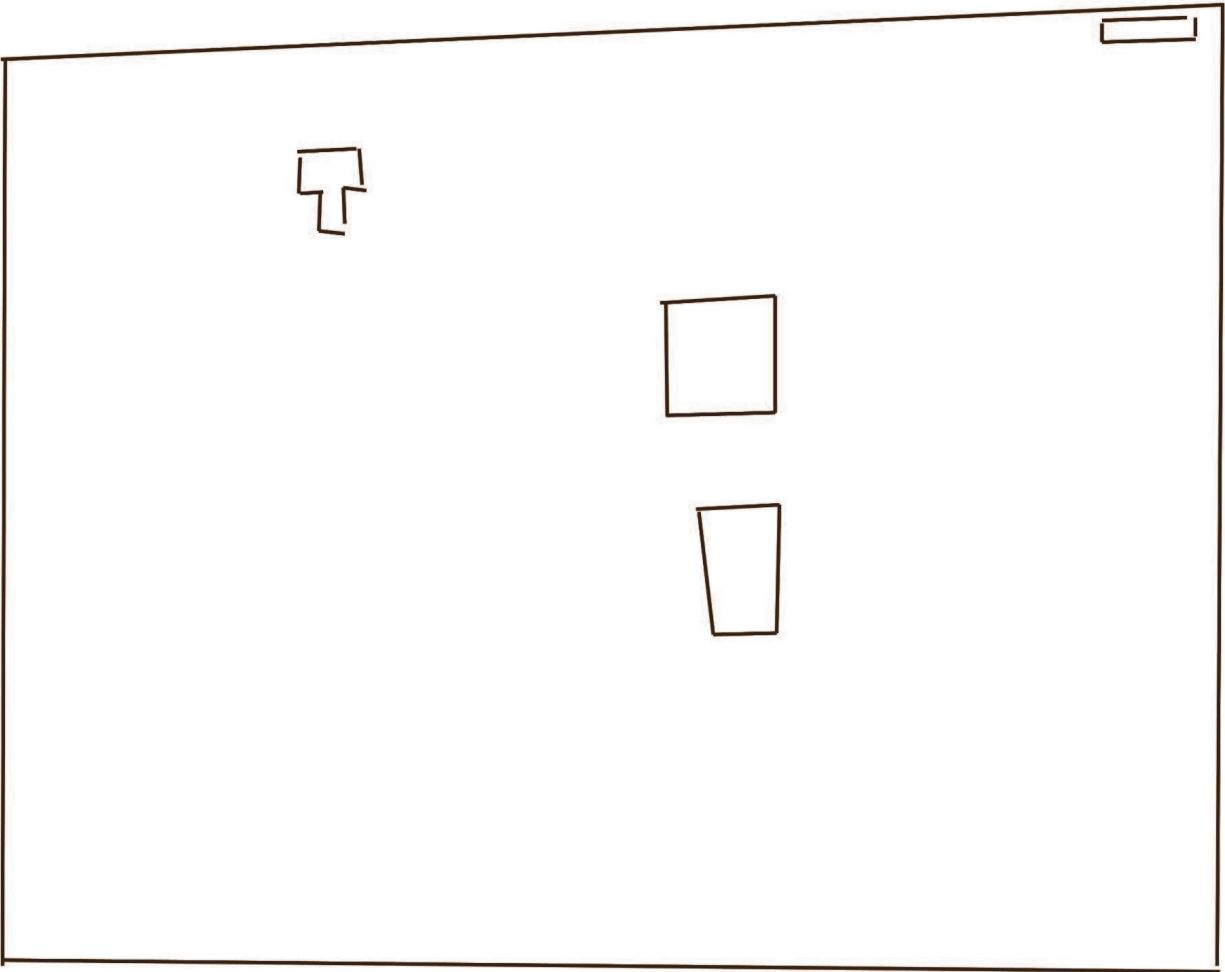
LARGE BOX SIDE 3 SKETCH



LARGE BOX SIDE 4 SKETCH

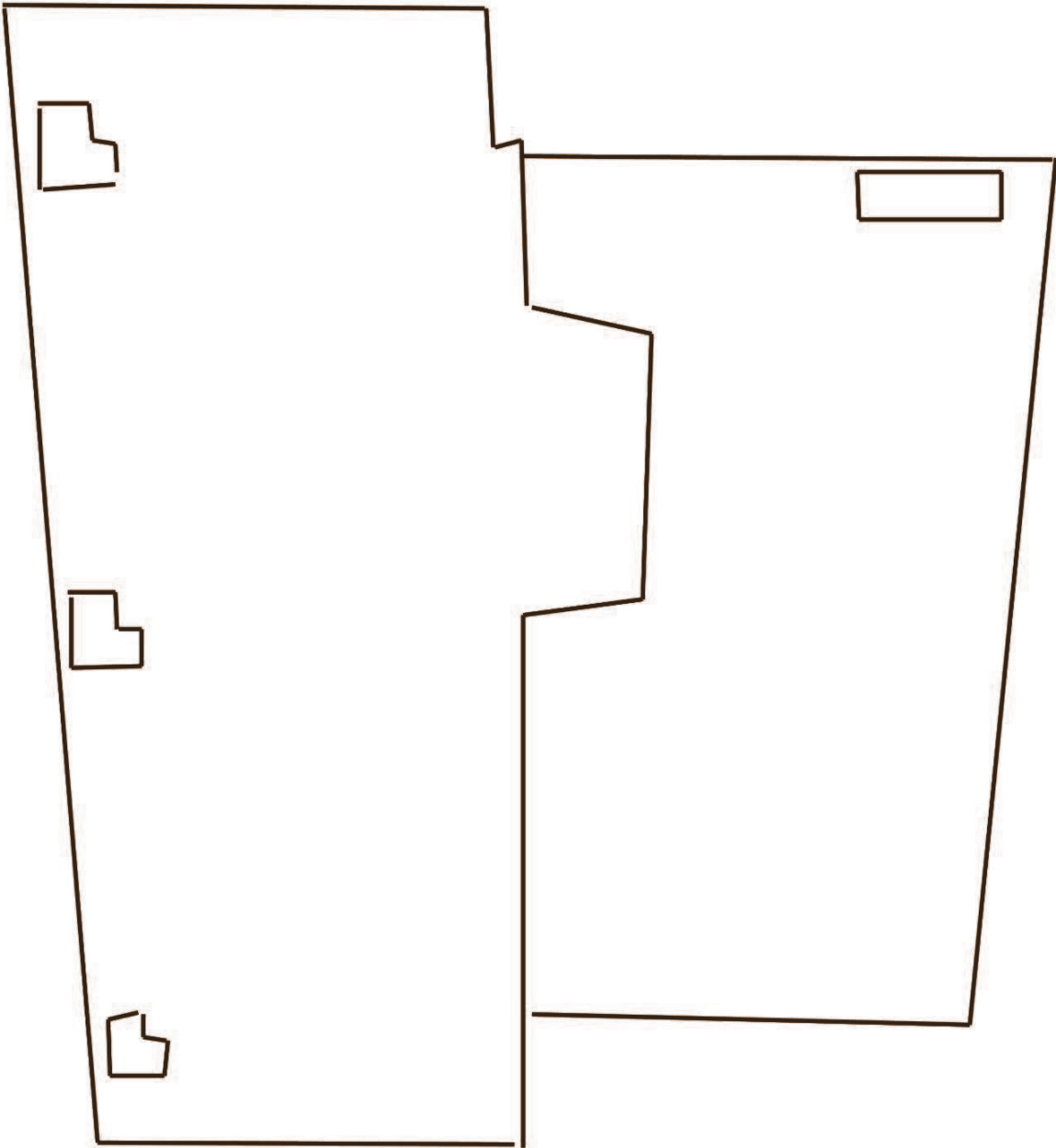


SMALL BOX SIDE 1 SKETCH

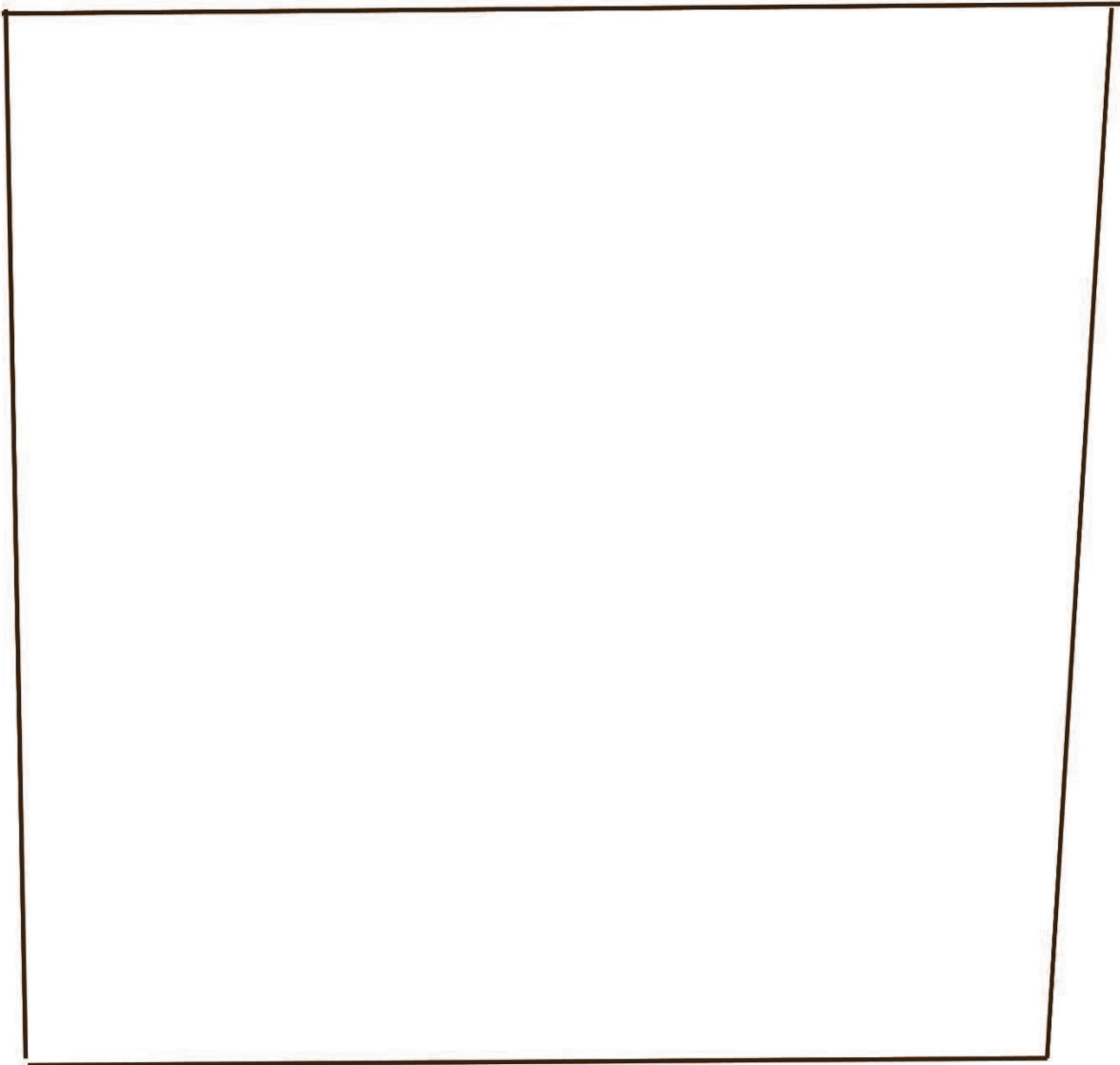




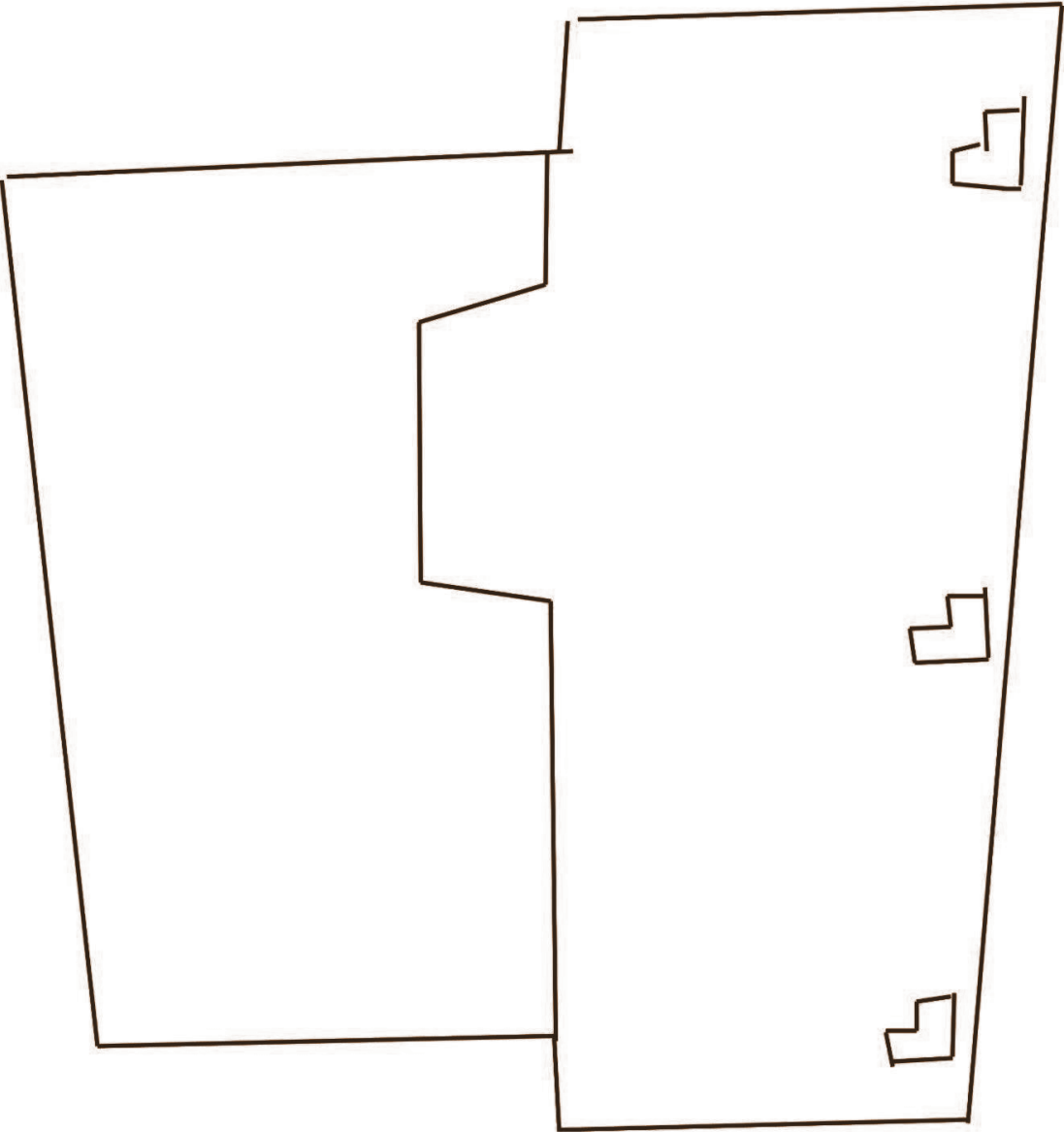
SMALL BOX SIDE 2 SKETCH



SMALL BOX SIDE 3 SKETCH



SMALL BOX SIDE 4 SKETCH

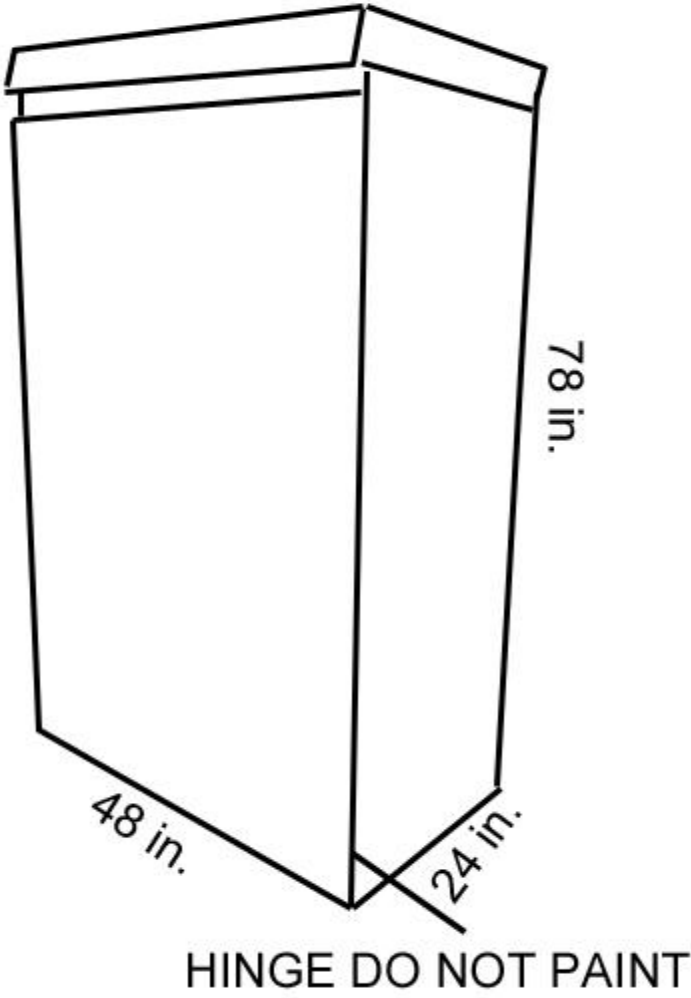




Fiske Ave Cabinet Side 1 and 2



Side 1 and 2 Sketch



Side 3 and 4



Side 3 and 4 Sketch

