

Mamaroneck Union Free School District
1000 West Boston Post Road
Mamaroneck, NY 10543

Request for Proposal
Hommocks Beautification Project: Public Art for Hommocks Exterior

Purpose:

The Mamaroneck Union Free School District (“The District”) is seeking design and cost proposals for an artistic installation for the Hommocks Middle School with the intent of creating a warm and welcoming exterior for students and community. The installation is to be completed by Mid-July 2019.

Theme:

The art work installation should represent the unique diversity and culture of our schools by incorporating the four elementary schools merging into one cohesive community of learning. The installation is a commemoration of the Hommocks Middle School 50th anniversary. The awarded artwork and installation will reflect the diverse community in a colorful manner that will inspire the students and their families. See Appendix A for a brief historical over view of Mamaroneck and the District.

Community Involvement:

As part of the Request for proposals, the District is asking artists to consider aspects of the creative process that may be shared with students at the school. These will be coordinated with the art teachers and incorporated into the curriculum.

Location:

Front side of the “west pod” of the school building on the alternating brick face spaces. Please see Appendix B for an image of the building. The measurement for the tall individual spaces and maximum dimensions for the actual artwork is 23’8” long X 60” tall and for the shorter spaces 23’8” long X 30” tall.

Technical Specifications:

Artwork/Mural will be created using lightweight materials such as aluminum sheeting that will be affixed to the façade of the building by the District Buildings and Grounds Staff. There will be no painting on the actual building surface. All artwork and materials should be treated with UV and/or weather proof coating prior to installation and should be created in consideration that it will be affixed to the exterior of the building with metal fasteners. Finished pieces may not exceed the following dimensions:

- 23’8” long X 60” for the three tall brick areas
- 23’8” long X 30” for the three short brick areas

Eligibility:

Applicants must be at least 18 years of age and must live or work in the Hudson valley Region of New York, including New York City (all 5 boroughs), Nassau, Westchester, Rockland, Putnam Dutchess, Ulster and Sullivan Counties. Priority will be given to artists who are alumni of the Mamaroneck school system and/or Westchester residents.

Budget:

The projected budget for artist honorarium and all materials required to complete the project up to the installation (which will be handled by the District) is \$10,000.00 - \$15,000.00. Artist(s) should include proof of insurance after award and prior to executing a formal contract with the District.

Timeline:

- RFP Issued: November 1, 2018
- Confirmation of Participation (Appendix C) Due: November 15, 2018
- Pre-Proposal Meeting: November 28, 2018
- Addenda Issued (if applicable): December 5, 2018
- Proposals Due: January 18, 2019
- Evaluation Committee Review: January 18 through February 1, 2019
- Finalist One on One Interviews with Mockettes: February 4 through February 15, 2019
- BOE Project Award: February 26, 2019
- Contract Executed for the Project: February 27, 2019
- Completed Project Delivery Date: July 17, 2019

Submission:

Proposals must be submitted in a sealed envelope clearly marked with the RFP Title and Due Date on the front. All proposals must be delivered on or before Friday, January 18, 2018 to:

Mamaroneck UFSD
Lauren Leone – Purchasing
1000 West Boston Post Rd
Mamaroneck, NY 10543

Design renderings should be submitted in full color, 2-dimensional print format as well as digitally on a flash drive.

Proposal Checklist:

- RFP Title and Due Date
- Artist contact information: Name, Address, Phone, Fax, E-mail, Website
- Artist statement of intent, description of project, concept, and approach
- Indicate all elements and relationship of the pieces to each other and the site
- Artist's biography or curriculum vitae
- Proposed schedule or timeline for design and fabrication

- An image of the work itself and a rendering of the artwork showing perspectives or photos of model in context
- Detailed specifications of all materials that will be used to create proposed artwork including a description specifying texture, color and finish
- Short term and long term maintenance plan for artwork, including future restoration plan
- Specifications of how the final artwork piece(s) should be installed and may be removed without damaging the piece(s) on the brick surface with metal fasteners in the event removal is necessary
- Non-Collusive statement (Appendix D)
- Proof of Insurance
- Project budget

Questions:

Please direct all questions in writing to:

Lauren Leone
Email: lleone@mamkschools.org
Fax 914-220-3091

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Appendix A

History of Mamaroneck and the Mamaroneck School District (I will re-format)

The first known colonial settlement in the area was made in 1661 when John Richbell purchased three necks of land from the Mohican Indians. Forty-three years later, in 1704, Caleb Heathcote wrote to London expressing the need for a schoolmaster. Before the year was out, the Society of the Gospel in Foreign Parts sent Joseph Cleator to teach for four months in Mamaroneck, four in Bedford and four in Rye. The first Mamaroneck school building was erected some time before 1733 and was probably a privately funded school. Though there was a private school offering elementary instruction to children living within the town, in 1795 a law was passed giving taxpayers responsibility for schools in New York State and two schools were built. The first public school, the Weaver Street School, opened in 1808 and served students until Murray Avenue was built in 1922. The house later became a private home. By 1819 a second school, the Depot School, was located on a triangular piece of land bordered by Mamaroneck and Mount Pleasant Avenues. In the early 1900's, facing overcrowding, the Mamaroneck Avenue School was built. It was completed in 1909 with additions to the building in 1916 and 1928. The original Depot School is now a historical site in Harbor Island Park. Prior to 1888, only elementary school subjects were taught in the Mamaroneck public schools. In order to meet the need to prepare schools for college, a high school was needed and the Mamaroneck Union Free School District was formed and chartered by the state on June 27, 1898. The Board of Education's minutes from November 18, 1887, stated, "No better investment can be made for the children of our district than to educate them thoroughly and well; they will then have the intelligence which adapts itself to every condition of life and makes most of opportunity. Every farm, every piece of property, has a value added to it by public schools of a high grade cheerfully sustained by the taxpayers." The Board of Education purchased property that ran from the Post Road to Rockland Avenue and built a "high graded school" which served 250 students in grades 1 -12. The first graduating class in 1891 had five graduates. The building was called Central School in 1905 and changed functions many times. In 1925 the building was converted to an elementary school after the present high school was completed on a hill on Palmer Avenue for grades 7 - 12. When the new Central School was built in 1965, the old Central School became an annex for the overcrowded high school. Once Hommocks School was built in 1968, the annex was no longer necessary and the original building housed school administrative offices until it was sold to the Town of Mamaroneck in 1982 to become the Town Center, which is its current function. Larchmont also continued to grow and was incorporated as a village in 1891. The Larchmont School opened in 1902 and was renamed Chatsworth Avenue School in 1913. Additions to the building were made in 1912, 1922 and 1930. Murray Avenue School was built in 1922, with additions in 1926 and 1930. The High School was built in 1925 with additions in 1956 and 1964. The Junior High School was built in 1931. A wing was added in 1958 and after the Hommocks School was built in 1968, the Junior and High school buildings were joined to make the High School we have today. The Mamaroneck Union Free School District, one of nearly 700 school districts in New York State, encompasses an area of over 8 square miles. It is located 23 miles northeast of New York City in Westchester County.

Mamaroneck is a town, which includes two villages: the Village of Larchmont and the Village of Mamaroneck. The majority of the town's land area is not within either village, constituting an unincorporated area. According to the 2010 Census, the populations are as follows: Town of Mamaroneck—29,156; Village of Larchmont—5,864; and Village of Mamaroneck—18,929. The residents represent a broad spectrum of occupations. Over 30% of the entire population of the area speaks a language other than English at home. Located on Long Island Sound, Mamaroneck shares common boundary lines with the City of New Rochelle, the Towns of Rye and Harrison and the Village of Scarsdale. With its shoreline on Long Island Sound, the area offers suburban living with extensive recreational activities such as swimming, sailing, fishing, ice skating, golf and tennis. Like many of its neighboring towns, the cost of living in Mamaroneck is above average.

Hommocks Middle School Program

The Hommocks Middle School was built in 1958. In 2002, a new performing arts wing including an auditorium, dedicated art and music rooms, was added to the Hommocks. All four elementary schools (Central, Chatsworth, Mamaroneck Avenue School, and Murray) come together in sixth grade at the Hommocks Middle School. Hommocks Middle School continually strives to meet the intellectual and emotional needs of its adolescent students. The middle school program is based on the House Model of school organization that creates a climate of a small school-within-a-school by combining the programs and resources of a large school with the intimacy of a smaller setting. Students at the Hommocks Middle School are assigned to one of four houses where teachers of the core academic subjects are teamed by grade level. There are three teams in a house: one sixth grade team, one seventh grade team, and one eighth grade team. Each house has approximately 325 students, 108 per grade level, and utilizes twelve classrooms that are contiguous or within close proximity to each other. Class size averages 25 students per class. Grade level teams of English, Social Studies, Math, and Science teachers meet on a regular basis and share common planning periods. Team meetings provide time for the staff to discuss the progress of students, plan curriculum and interdisciplinary projects and consult with support personnel such as guidance counselors, a psychologist, reading teacher or special education staff. The team approach fosters a more intimate experience than the traditional departmental organization.

Welcome Letter from Emily Macias-Capellan, Principal From the Mamaroneck Schools Website

Welcome to Hommocks Middle School. While Hommocks is a large school, we pride ourselves in knowing our students and cultivating a small school feel. Mamaroneck students merge together from four elementary schools for the first time as Sixth graders. With this in mind, we provide numerous opportunities for students to get to know one another beyond the school day. Students choose from a large number of after school clubs that foster critical and creative thinking. Our clubs are built in response to student interest. This results in photography, art, ultimate frisbee, gaming, recycling and GaGa clubs to name just a few. Our unified arts curriculum exposes students to an array of stimulating hands-on learning models that include gardening, farm to table cooking, technology, design, and e-music. Sixth graders at Hommocks experience a three-language rotation of Chinese, Spanish, and French, leading to a committed language concentration in 7th grade. We also offer an array of music courses and early morning performing ensembles such as Latin Jazz Band and Havoc, a student founded acapella singing group. Seventh grade students have the additional option to choose from a number of modified sports such as soccer, field hockey, football and lacrosse. Middle school students learn best when they are actively engaged in constructing their own learning. The diverse array of extracurricular offerings at Hommocks encourages teamwork and collaboration, critical components of a 21st century education. Our goal is to feature student voice, choice and agency during all three years of the Hommocks journey. Hommocks is a community where all children and adults know they belong. We nurture growth through high expectations, empathy, acceptance, and kindness. In this spirit, we welcome and value our partnership

with our families. In addition to the Hommocks website, we maintain many other avenues of communication. We encourage you to follow us on Facebook; read our weekly email bulletin, HMXpress, published by the PTA, and attend our parent workshops. Our mission is to provide our students with an exceptional middle school experience. These wonderful years in your child's life are characterized by exponential learning and personal growth. Our staff is dedicated and knowledgeable about how to connect with middle school students in order to fulfill our mission. Please feel free to contact me if I can help answer any of your questions about Hommocks Middle School and our programs and philosophy.

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Appendix B

Image as separate attachment in email.

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Appendix C

CONFIRMATION OF PARTICIPATION

Please return to Lauren Leone on or before November 15, 2018 via email lleone@mamkschools.org or via fax 914-220-3091

I, _____, intend to participate in the Proposal process for the Request for Proposal for the Hommocks Beautification Project: Public Art for Hommocks Exterior and request to be involved in all meetings and correspondence with regard to this RFP. I understand that the Pre-Proposal meeting (Date, Time & Location) is mandatory and plan to attend.

(Signature)

Artist contact information:

Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Website: _____

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Appendix D

NON-COLLUSIVE BIDDING CERTIFICATION

The following statement is made pursuant to Section 103-D of the General Municipal Law, as amended by Chapter 675 of the Laws of 1966, and Section 139-D of the State Finance Law, as amended by Chapter 675 of the Laws of 1966, and Section 2604 of the Public Authorities Law, as amended by Chapter 675 of the Laws of 1966.

By submission of this bid proposal, the bidder certifies that he/she is complying with Section 103-d of the General Municipal Law as follows:

Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury:

Non-collusive bidding certification.

- (a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief:
 - 1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
 - 2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and,
 - 3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.
- (b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of

the purchasing unit of the political subdivision, public department agency or official thereof to which the bid is made or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certifications referred to in subdivision II of this section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing, and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of corporation.

The bidder affirms the above statement as true under the penalties of perjury.

<p>CORPORATE SEAL [if bidder is a corporation]</p>	<p>BIDDER COMPANY NAME:</p> <p>ADDRESS:</p> <p>PHONE #:</p> <p>FAX #:</p>
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Authorized Signature: _____

Print Name & Title: _____

SWORN to before me this _____ day of _____, 2018

(Notary public)