



Request for Proposal for Art Commission

Issued by: UMFS

Location: 3900 W. Broad Street | Richmond, VA 23230

Contact:

Makenna Tucker

804.353.4461 x1137 | mtucker@UMFS.org

Table of Contents

I.	ABOUT UMFS	3-4
	a. Mission, Vision, Core Values, Brand Tone.....	4
II.	PROJECT DETAIL	4-6
	a. Scope of Work	4-5
	b. Site Details.....	5
	c. Budget	5-6
III.	RFP EXPECTATIONS	7
	a. Process and Timelines	7
	b. Project Team Members	7
IV.	BID SUBMISSION CRITERIA	7-8
V.	NO CONTRACTUAL RELATIONSHIP	8



INTRODUCTION

You are invited to participate in UMFS's Request for Proposal (RFP) to concept, create, and/or collaborate on nine unique art pieces that will be displayed in our new residential treatment center at 3900 West Broad Street, Richmond, VA. Details regarding the project and instructions to submit a proposal are outlined in this RFP document.

I. ABOUT UMFS

We are a child and family serving nonprofit dedicated to building stronger communities throughout Virginia. We strive to empower children and families to overcome challenging circumstances, achieve their goals, and build brighter futures as resilient adults. We are dedicated to creating a world where caring, opportunity, and generosity are passed on from generation to generation.

What we *strive for*

Every child in Virginia will have a team of **unwavering champions** and **tools for success** to become resilient adults.

Who we *serve*

Families **Children** **Communities** **Students**

What we *do*

Find  <ul style="list-style-type: none">• Treatment Foster Care• Family Finding & Adoption• Kinship Care	Build  <ul style="list-style-type: none">• Intensive Care Coordination• Functional Family Therapy• Independent Living Services
Heal  <ul style="list-style-type: none">• Residential Treatment• Specialized Therapies• Adoptive Family Preservation	Guide  <ul style="list-style-type: none">• Specialized Education• Vocational Services• Family Support• System Advocacy

To read more about UMFS, [click here to download our brochure](#), [click here to watch our video](#), or visit umfs.org.

(Please note, we are in the middle of refreshing our brand. The brochure is the most accurate reflection of who we are today. We will no longer be using illustrations, superheroes, or stock



Mission

UMFS is an unwavering champion for children and families, collaborating with communities to help them reach their full potential.

Vision

Creating a world where caring, opportunity and generosity are passed from generation to generation – empowering all children to contribute to society as engaged citizens.

Values

1. Start with strengths – always!
2. Collaboration multiples impact
3. Relationships are our building blocks
4. Relentlessly pursue solutions
5. Passion unleashes greatness

Brand Tone

1. Authentic
2. Inclusive
3. Proactive
4. Bold
5. Empowering
6. Relentless

II. PROJECT DETAIL

Scope of Work

Introduction: UMFS is a 120-year-old organization that strives to build stronger communities and families. To continue evolving in a way that meets the growing needs of the children and families it serves, the organization is building a new residential treatment center (the Child & Family Healing Center) on its 33-acre property in Richmond, VA to improve and expand the existing facilities. [The Child & Family Healing Center](#) provides 24-hour treatment for youth ages 11-17. Our broad-based, collaborative team brings together experts in psychiatry, social work, nursing, special education, verbal and non-verbal therapies and counseling to prepare young people for a brighter future, as part of a family and as part of a community.

The Project: UMFS is seeking an artist(s) to concept, create, and install nine unique art pieces (each 54" W x 48" H in size) in our new residential treatment center at 3900 West Broad Street, Richmond, VA. These art pieces should be completed as three sets of three (see detail on following page).

The Vision: The new building will provide a safe space for our youth to heal during their stay with us (average stay is 6-12 months). We believe that physical space is a contributing factor to the success of one's healing and have intentionally designed indoor and outdoor spaces that are warm and inviting to our youth, their families, and staff.

Our vision for this project is that these pieces of art will reflect our agency's core values and contribute to the environment by bringing a sense of calm, joy, and hope to those that will pass by them each day.

The style of artwork and concept is entirely up for interpretation by the artist based upon how they are inspired by the mission and work of UMFS. It is important that these art works serve as story-telling pieces.



Scope of Work (cont'd)

Additional Information:

- UMFS believes that collaboration multiplies impact. If the applicant would prefer to collaborate with other artists to complete the nine total art works, please indicate that intention in the proposal.
- Preference will be given to artists who live and work in Virginia, as well as a personal connection to the UMFS mission.
- At the completion of the project, UMFS will own and retain all rights to the art installation. The artist may use the images for self-promotion materials only.
- The artist is responsible for delivery and placement of the installation.
- The artist is not responsible for maintenance of the installation but is responsible for providing guidelines for proper maintenance.

Site Details

There are nine 54" W x 48" H built-in niches throughout the building where the art work can be installed. Each hallway has a set of three niches, for a total of nine throughout the building. It's preferred that the art work fills the entirety of the space. Plexiglass will be installed over the art to protect the longevity of the pieces.



Budget

We are able to provide a \$1,000 stipend per piece (\$9,000 total) for this commission. Please provide an itemized budget in your proposal for your commission fee, materials, and installation.

Payments will be divided evenly and paid in two installments – 50% at the beginning of the engagement and 50% after install.

III. RFP EXPECTATIONS

Process and Timeline

Event	Target Date*	Purpose/Comment
UMFS Issues RFP	September 20 th , 2021	Formal RFP
RFP Final Bids Due	Noon on October 11 th , 2021	Please follow submission guidelines listed in Section IV
Artist Interviews (Top 3)	October 14 th & 15 th , 2021	In-person at UMFS (can arrange virtual if needed)
UMFS Tentatively Awards the Work (<i>pending signed contract</i>) and Notifies All Artists	October 19 th , 2021	UMFS will provide a written contract upon award of the work
UMFS + Selected Artist Finalize Contract	October 22 nd , 2021	If contract is not finalized, UMFS will select another artist
Design Process Begins	October 25 th , 2021	Artist to begin developing
Target Installation Date	January 7 th , 2022	Date pending construction timeline, resident move-in, and the artist's schedule

*Estimated targets; subject to change

Project Team

The primary point of contact for this RFP is Makenna Tucker, Marketing Representative. She can be reached at 804.353.4461 x1137 or mtucker@UMFS.org for questions regarding the scope of work.

The Project Team responsible for selecting the artist will consist of:

Nancy Toscano, President & CEO

Lindsey Layne, Vice President of Strategy and Innovation

Rebekah Closs, Director of Marketing and Communications

Katie Moore, Director of Fund Development

Makenna Tucker, Marketing Representative

IV. BID SUBMISSION CRITERIA

A formal proposal and any related material shall be submitted no later than noon on Monday, October 11th, 2021.

Proposal submission shall be in the following format:

Electronic Format (PDF), emailed to Makenna Tucker (mtucker@UMFS.org)

Proposals should include the following:

Overview



1. Describe your background – share with us how you came to your art, what inspires you, and what fuels you.
2. Why are you interested in this commission and in working with UMFS?
3. What makes your work/approach unique?
4. Highlight similar work you have done in the past. (We'd also love to see your work that does not align with this scope!)
5. Provide a sample concept that will help us understand what the final product may look like.
6. Help us understand your creative process – how do you prefer to work? What would be your process for a project like this?
7. Commit to provide cell number and email for communication during the process.
8. Please include a resume if there is additional information you'd like to share.

Project Budget

9. UMFS is able to provide an artist(s) stipend of \$9,000 for the total project.
10. This budget is inclusive of all artist fees, materials, insurance, fabrication, installation, travel and all other project-related expenses.

V. NO CONTRACTUAL RELATIONSHIP

Nothing contained in this RFP creates, nor shall be construed to create, any contractual relationship between UMFS and the artist. We make no commitment in or by virtue of this RFP to purchase any goods and/or services from any supplier; nor does the receipt of any proposal place UMFS under obligation to award an agreement to that or any other artist. Such commitments and binding contractual relationship may be made only in and through a written agreement signed by both parties. Artist's proposals shall constitute an offer which remains valid for a minimum period of 60 days after the proposal submission.

