



# 2025 ARTBOX Project

## Request for Qualifications

RFQ - The City of Bloomington’s Creative Placemaking Commission invite experienced public artists to submit qualifications for design and installation services to transform utility boxes in the South Loop District into creative, exciting, and captivating objects of art that celebrate Bloomington while enhancing the district’s character and vitality. For the 2025 round of the ARTBOX Project, three locations have been selected. Two of the locations have single utility boxes to be hand painted. The third location is a **cluster** of utility boxes with two to be hand painted, four to be vinyl wrapped.

**Eligibility:** This Request for Qualifications (RFQ) is open to experienced public artists/teams that have completed at least one outdoor artwork or mural in the past ten years, who are at least 18 years or older, and residents of Minnesota. Priority consideration will be given to Bloomington residents. Previously accepted ARTBOX artists will not be considered to provide others an opportunity to display work.

**Budget:** Each selected applicant will receive a **\$2,000 budget** for a single painted utility box. For the cluster of painted and wrapped utility boxes, one selected applicant will receive a **\$6,000 budget**.

**Deadline:** Applications are due: **Monday, March 3, 2025 by 11:00 PM CST**

### WHERE AND WHY

All utility boxes are in the South Loop District, Bloomington. Applicants will be considered to paint a utility box located at **one** of these sites:

- 33rd Avenue and 80 1/2 Street
- 8051 33rd Avenue South

**Or a cluster** of six utility boxes (two to be hand painted, four to be vinyl wrapped in the artist’s design) located at:

- Old Shakopee and Killebrew Drive

South Loop is a growing district in the northeastern corner of Bloomington. The area is home to Mall of America, a 50-acre mixed-use development called Bloomington Central Station, and the Minnesota Valley National Wildlife Refuge. Initially guided by a 2012 district plan developed by the City of Bloomington, South Loop is quickly evolving into a true neighborhood with 1,100 housing units added in the last 4 years, significant employers like Health Partners and TKDA, expanding high tech facilities like Polar Semiconductor and SICK Sensors, and the addition of new amenities like Hazelwood restaurant and Backstory Coffee. Creative placemaking plays a key role in highlighting the character, assets, and history of the district through public art, programming, and partnerships. For more information, visit [blm.mn/southloop](http://blm.mn/southloop).

In 2014 the City of Bloomington and Artistry initiated a South Loop District Creative Placemaking Plan acknowledging that the arts and other creative activities can contribute to a more walkable, vibrant, welcoming neighborhood. The goals of the Plan are to create Urbanism, Animation, Involvement, Leadership, and Investment. The ARTBOX Project is just one way to expand on the creative enthusiasm and enjoyment already experienced in the South Loop. In simple yet powerful ways the utility box wraps enhance neighborhoods by helping shape a more animated, distinct place, making the area a more pleasurable place to walk, deterring graffiti and creating elements of surprise and delight. ARTBOX



Projects may reflect on the unique history or assets of Bloomington; celebrate and embrace the City's diversity; and elicit interest, excitement and enjoyment from people of diverse ages, cultures and backgrounds.

## **ABOUT PAINTING UTILITY BOXES/THE VINYL WRAP PROCESS**

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The selected designs will be painted directly on the utility box, except for the four utility boxes in the middle of the cluster which will be vinyl wrapped in a design submitted by the selected artist. If submitting for the cluster of boxes, the design should unify the individual boxes in some way. Selected artists must adhere to the requirements put forth by Xcel Energy and the City, and owners of the utility boxes.

For the vinyl wrapped utility boxes: The City will contract with an appropriate vendor to ensure that the vinyl wrapped utility box design is digitally applied to a high-quality product. The vendor will then apply the vinyl to the utility box, using a process similar to applying graphic vinyl to vehicles. Anything that can be copied, scanned, or printed can potentially become a vinyl wrap design (i.e. a painting, photograph of a 3-D object, written words, etc.). Applicants should note that certain areas of utility box cannot be covered by paint or the vinyl wrap including meters, windows, vents, and handles, and as such the design may be affected by the need to keep these elements clear.

## **HOW TO APPLY?**

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### **Step 1: Submit qualifications by Monday, March 3, 2025 by 11:00 p.m. CST**

Please apply online through CaFE™ at the following link:

[https://artist.callforentry.org/festivals\\_unique\\_info.php?ID=14858](https://artist.callforentry.org/festivals_unique_info.php?ID=14858)

In addition to your contact information, you will be asked to provide the following:

- Up to one-page letter describing interest in the project, approach to design as well as a statement addressing eligibility criteria.
- Up to one-page biographical information or resume. If you have multiple team members, please provide brief biographical information on each essential member but do not exceed one page.
- Work Samples: up to 5 images of your recent projects (at least one of which should be of an outdoor public artwork or mural which was completed in the past ten years). 1200 pixels on the longest side, less than 5 MB in size.
- *Do not submit a project proposal or design at this time.*

**Submit your qualifications** (with specifications listed above) to

[https://artist.callforentry.org/festivals\\_unique\\_info.php?ID=14858](https://artist.callforentry.org/festivals_unique_info.php?ID=14858).

Applications must be received no later than **Monday, March 3, 2025 by 11:00 PM CST.**

### **Step 2: Selection of Artists– Notification by March 21, 2025**

The submitted qualifications will be reviewed and scored by a selection panel potentially consisting of Bloomington's Creative Placemaking Commissioners, stakeholders, community members, and/or



artists. One artist/team will be selected per location and commissioned to complete the ARTBOX project.

Artists will be selected based on the following equally weighted criteria:

1. Quality of letter of interest and an understanding of the project description and goals;
2. Quality and relevance of work samples;
3. Connection to Bloomington or Minnesota.

All applicants will receive notification of the panel's decision by **March 21, 2025**.

## 2025 ARTBOX Project Timeline

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**RFQ – Qualifications Due:** Monday, March 3, 2025 by 11:00 PM CST

**Finalists Selected and Notification sent to Applicants:** by Friday, March 21, 2025

**ARTBOX Installations:** Summer 2025

## RESPONSIBILITIES OF SELECTED APPLICANTS

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If you are selected you will be responsible for the following:

- The anticipated installation of the ARTBOX Project is summer of 2025.
- Selected applicants must sign a legal contract with the City agreeing to provide artistic services, for the use of the design, and must provide reasonable insurance coverage. A sample agreement is attached at the bottom of this document.
- Artist should plan to provide up to three design revisions to City staff.
- The selected applicant must provide all materials necessary to complete the project, including those required for painting the utility boxes. The applicant must also cover all costs related to the painting of the boxes if applicable, including installation and cleanup. The creation of the final digital image must be in the quality level and format specified by the printing vendor, which may include photography, scanning, and graphic design expenses.
- Applicants must be the author, creator or sole copyright holder of the material submitted for review and said material must not infringe upon the proprietary or intellectual property rights of any other persons or entities.
- If images of real people are included, the applicant must obtain a release from those people for the images to be used for this purpose. The artist must also obtain all releases necessary for text and poetry if applicable.
- No advertising, branding, or commercial images allowed.
- Paint Requirements and Process:
  - The original surface will be cleaned and primed by the City before the artist begins painting.
  - The selected artist must use high quality acrylic-based products on Xcel Energy utility boxes.
  - A list of recommended paint products will be provided upon artist selection. Nova Color paint is preferred.
  - Exterior UV protectant and anti-graffiti clear coat is recommended.
  - Avoid dark palettes as they may cause the equipment to overheat.



## STILL HAVE QUESTIONS?

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We encourage interested applicants to learn more about South Loop and the Creative Placemaking Plan by visiting [www.blm.mn/placemaking](http://www.blm.mn/placemaking).

**All inquiries, questions, or clarifications specific to this RFQ must be submitted by email no later than Monday, February 24, 2025 at 5:00 p.m.** A Question and Answer (Q&A) addendum related to this RFQ will be updated as questions come in and can be found at <http://blm.mn/2025ARTBOXES>. Please direct questions to: Kathryn Murray, Creative Placemaking Specialist: [placemaking@bloomingtonmn.gov](mailto:placemaking@bloomingtonmn.gov). (Please place “ARTBOXES” in the subject line.)

*The City of Bloomington does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all City of Bloomington services, programs, and activities. Upon request, this information can be available in Braille, large print, audio tape and/or electronic format.*

## ADDITIONAL INFORMATION

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### DISPOSITION OF RESPONSES

- (1) All materials submitted in response to this RFQ will become the property of the City and will become public record after the evaluation process is completed and an award decision made. If the Artist submits information in response to this RFQ that it believes to be trade secret materials, as defined by the Minnesota Government Data Practices Act, Minnesota Statutes 13.37, the Artist must: Clearly mark all trade secret materials in its response at the time the response is submitted by indicating in writing the specific page number(s) and paragraph(s) classified as trade secret and therefore nonpublic; and
- (2) Include a statement with its response justifying the trade secret designation for each item and defend any action seeking release of the materials it believes to be trade secret, and indemnify and hold harmless the City, its agents and employees, from any judgments or damages awarded against the City in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the City’s award of a contract. In submitting a response to this RFQ, the Artist agrees that this indemnification survives as long as the trade secret materials are in possession of the City. The City is required to keep all the basic documents related to its contracts, including responses to the RFQ for a minimum of seven (7) years. The City will not consider the prices submitted by the Artist to be proprietary or trade secret materials.

Responses to this RFQ will not be open for public review until the City decides to pursue a contract and that contract is executed.

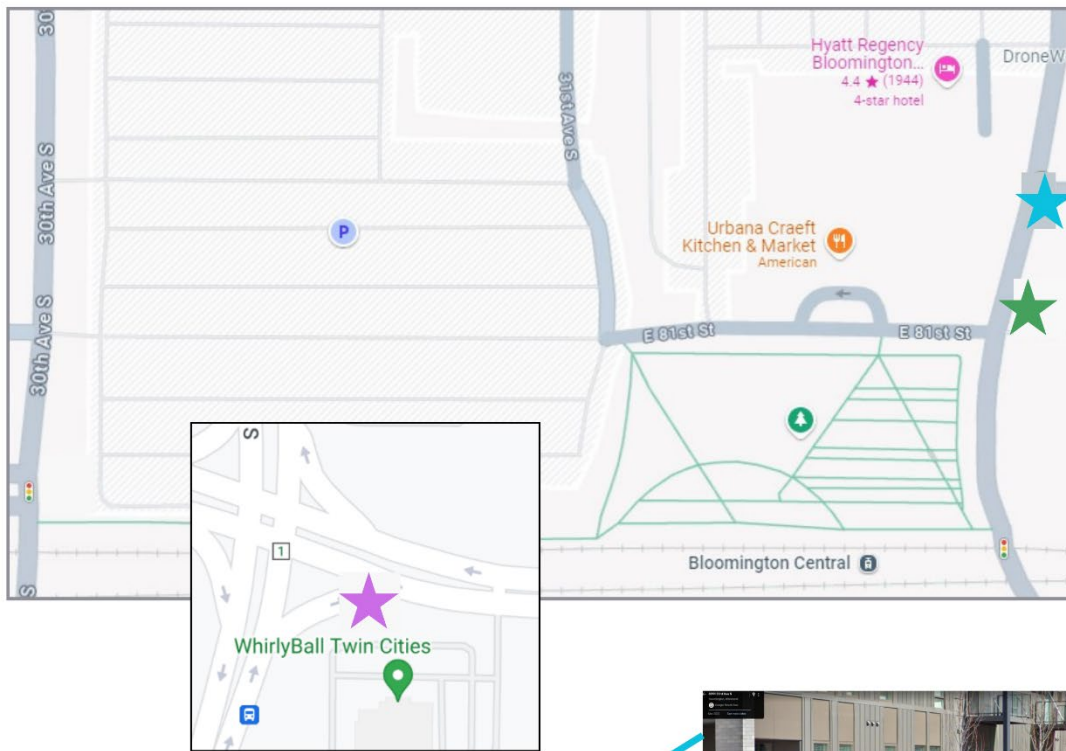
### CONTRACT TERMS




The attached form of agreement sample (attachment A) is for the consideration of any interested applicant. This information is provided so that all applicants have a better understanding of their responsibilities and requirements should they be selected and contracted by the City of Bloomington for this project. Agreement is subject to change. The clauses included in Attachment A will be included in the contract between the City and the Artist that has been chosen to provide the Services described herein and in the selected Artist’s proposal. Any exceptions to the contract terms and conditions included in the RFQ must be identified in the submitted Proposal.

Artist shall maintain insurance coverage, naming City as additional insured, as described in Attachment A. The Artist shall not commence work until all insurance has been obtained and copies have been filed and accepted by the City. The Artist shall be responsible for maintaining a valid certificate of insurance throughout the term of the Contract, as required in the sample agreement.

## Location Map

### 2025 ARTBOX LOCATIONS



-  8051 33rd Ave S - Fenley Apts  
44.85711, -93.2256
-  Old Shakopee and Killebrew  
44.85142, -93.23686
-  33rd Ave and 80 1/2 Street - Fenley Apts.  
44.85745, -93.22554





## 2025 ARTBOX Locations & Dimensions

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- The south east corner of 33rd Avenue and 80 1/2 Street



Approximate dimensions:

L: 36" W: 36" H: 32.25"



■ 8051 33rd Avenue South



Approximate dimensions:

Section 1: L: 67" W: 24.25" H: 61.25"

Section 2: L: 42" W: 22" H: 55"

Overall: 109"x 66.25"x 116.25"





- The south east corner of the corner of Old Shakopee and Killebrew Drive



Approximate dimensions:

Box 1 - to west

L: 66.25" H: 30" W: 22

Box 2 - to east

L: 31.75" W: 36" H: 24"



Box 1 – hand painted





Box 2 - hand painted



Box 3 - 6: vinyl wrapped