

Utility Box Art Project - guidelines

1. *Goal:* To transform campus utility infrastructure such as utility boxes, pressure regulators and generators (features) into canvases for works of public art to enhance the vibrancy of the campus, showcase local talent, promote thoughtful theme(s) and deter graffiti.
2. *Duration:* Utility Box Art Projects shall be on public display for a recommended period of four years; thereafter, the selected piece of infrastructure would be eligible for a new design or re-painted to its original color.
3. *Phases:* Each phase of the Utility Box Art Project will consist of a recommended number of features to participate in the project. The features eligible for art will be determined by Facilities Management and Development (FMD).
4. *Infrastructure Specifications:* Standard sizing is generally 5'3" H X 2'8" W x 2' D for large features and 2'8" H X 1'8" W x 1'4" D for small features; dimensions will vary. Selected artists must be willing to adjust designs to their assigned feature. Art should cover all exposed sides including the top.
5. *Artist Eligibility:* The project shall be open to students, faculty, staff, and local community members who have the skills and artistic vision required to complete the project to the highest degree of creative display and artistic expertise. Qualifying applicants must be enrolled or actively employed by Cal Poly or live in the San Luis Obispo community at the time of application. Applicants should carefully review guidelines to determine if they have the necessary skills, experience, and creative vision to complete the project.
6. *Department Review:* Prior to the Art Jury Review, FMD will review applications to identify engineering, maintenance, or safety issues that may arise from the placement or choice of materials for the artwork or project site. If the artwork is part of a larger construction project, the appropriate Facilities project manager shall be present. This information will be presented to the art jury to assist in guiding in their selection.
7. *Selecting an Art Jury:* An art jury will review the submitted artworks and determine whether they meet the criteria for the project and are eligible to proceed through the remainder of the approval process. The preferred approach is to create a 5-7-member art jury to review each submittal. The art jury shall consist of campus stakeholders including, but not limited to, faculty and staff in University Housing, Corporation, ASI, and the Campus Planning Committee. All art jury names shall be made public.
8. *Art Jury Selection Process:* The Utility Box Art Project applications submitted will be reviewed by the Office of the Vice President for Administration & Finance and forward all eligible applications received by the deadline to the art jury. Upon evaluating the qualifications, the art jury will select artistic designs for each piece of infrastructure eligible for art within a phase. The art jury will review all complete applications received by the deadline. If the number of qualifying applications does not meet the number of features available, the Office of the Vice President for Administration & Finance may reopen the selection process.

9. *Evaluation Criteria:* The guidelines will apply throughout the decision-making process for proposed artworks. Artworks recommended by the Art Jury shall be reviewed by the Design Review Committee for compatibility with University policies and design guidelines. The Staff Liaison shall present the final recommended designs and locations to the Senior Vice President for Administration & Finance for final approval. Criteria used to select artists will be:
 - Evaluation of artistic proficiency and creative innovation
 - Appropriateness of scale, form, material, content, and design
 - Contribution to campus character and vibrancy
10. *Artist Stipend:* Artists will receive a \$250 VISA gift card to cover necessary material costs (paint, brushes, drop cloth, etc.) The budgeted amount is all-inclusive and shall cover the total cost incurred by the artist while designing and installing the artwork.
11. *Media and Materials Guidelines:* Artwork may be in the form of painting or vinyl wraps. Artists must abide by the below rules:
 - Paint must be rated for outdoor/murals (artists are responsible for tinting/mixing paints).
 - Spray paint is prohibited – aerosol spray can be conductive near electrical equipment and pose environmental concerns (utility boxes contain machinery and equipment that can be dangerous; artists are instructed to exercise caution).
 - Existing labels, codes, keyholes, meters, handles and equipment identification tags on utility boxes are to remain unpainted.
 - All masking tape or prep materials used by the artist must be removed upon completion (any masking by Cal Poly painting crew will be removed once the project has been completed).
 - Any paint spills or damage must be reported to the Facilities Customer & Business Services (805-756-2321) to ensure quick response and resolution.
 - Adhering any item to the utility box is prohibited.
 - University facilities (sinks/drains) are not to be used to dispose of excess painting materials.
12. *Parameters:* Artwork may include, but not be limited to, history, sustainability, regional features, natural environment, community and academics. Artwork must be original and may not contain advertising or endorsements, religious art, sexual, violent or related content, negative imagery, drug use, culturally offensive imagery, political partisanship or any prohibited CSU activities (see <http://www.catalog.calpoly.edu/universitypolicies/> for details). Artwork may be interpreted broadly and the art jury reserves the right to make recommendations for revisions to submitted work.
13. *Safety:* The Facilities Planning and Capital Projects (FPCP) Department will review all features eligible for artwork and identify all warnings, signage, colors, and information that may not be modified or covered by artwork to ensure the safety and function of each feature. Artists must comply with the set restrictions on the feature assigned.
14. *Maintenance, Repairs, Modification of Utility/Traffic Control Boxes:* The Facilities Planning and Capital Projects (FPCP) Department is responsible for maintaining University facilities, including public art. FPCP reserves the right to modify or remove artwork should a feature require maintenance, modifications, or repairs as a result of unanticipated damages. Should this occur,

FPCP shall revert the utility back to its original state and color. The artist would then be provided with the first option of participating in the subsequent round of the Utility Box Art Project.

I have read and agree to the above guidelines for the Utility Box Art Project. Failure to abide by these guidelines may result in revocation of participation in the project.

Artist's Signature: _____ Date: _____

Artist's Name (printed): _____