



DEPARTMENT OF ARTS AND HISTORY

MAYOR: David H. Bieter | DIRECTOR: Terri Schorzman

ARTIST CALL FOR APPLICATIONS

Boise City Seeks Artists to Design Traffic Box Wraps

Contact: Tammi Leatham, Purchasing Specialist, tleatham@cityofboise.org

Deadline: Wednesday, January 30th, 2019 at 1:00 P.M. Local Time

Opportunity

Boise City invites artists to apply for an opportunity to submit artwork for the 2019 Traffic Box Program. Selected artists will be paid \$1,000 to create artwork to be fabricated into a vinyl wrap. Artists may use original, existing artwork or create new, original artwork which may consist of illustrations, paintings, computer designed digital images, quilts, mosaics, photographed sculptures, photographs, and more. The final artwork will be translated into a digital file and printed in vinyl. The vinyl wrap will cover all four sides of the traffic box; Templates will be provided to the artists to use as guides. The City may select up to 27 artists or artist teams to implement their design proposal.

Project Information

Since 2010, Boise City and Capital City Development Corporation have provided funding to commission Idaho artists to design vinyl wraps to be incorporated onto the Ada County Highway District traffic control boxes in Boise. Currently, 192 boxes are wrapped across the city. These boxes feature a broad array of styles and artistic mediums. When choosing the locations of these wraps, priority is given to high visibility intersections, proximity with schools, libraries, and other public facilities. Approximately 27 boxes have been identified within the downtown area and outlying neighborhoods for 2019.

Artists do not fabricate or install the final art on the box. Selected artists will work with a fabricator to provide direction and oversight for the proper printing, proofing, and installation orientation of the



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artwork. The artist will retain the copyright to the work.

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Artworks may be celebrated with a dedication and walking tours on a date to be announced, depending on the location.

Approximate Timeline

Description	Date
Call to Artist Released	December 2018
Application Workshop – <i>optional</i>	January 10, 2019 at 1:00 pm Local Time at Boise City Hall, 3 rd floor, 150 N. Capitol Blvd.
Application Workshop - <i>optional</i>	January 10, 2019 at 5:30 pm Local Time at Boise City Hall, 3 rd floor, 150 N. Capitol Blvd.
Questions / Clarifications due via email by	January 25 th , 2019 at noon Local Time
Applications due in writing by mail/hand deliver	January 30 th , 2019 at 1:00 pm Local Time
Artists Selected	March 2019
Artists Create Work / Deliver to Fabricator	March – June 2019
Fabrication / Installation	July – September 2019

Application Process

Optional Application Workshops will be held January 10, 2019 at 1:00 PM local time located in the River Room at 150 N Capitol Blvd, 3rd floor, Boise, Idaho 83702. The second workshop will be held January 10, 2019 at 5:30 PM local time in the Boise City Council Chambers located at 150 N Capitol Blvd, 3rd floor, Boise, Idaho 83702. At the Workshop staff will review the application process, discuss the process for fabrication and installation (for those artists selected), and answer any questions applicants may have. These are your only opportunities to speak directly with Arts & History and Purchasing staff. Inquiries at any other time must be submitted in writing to Tammi Leatham at tleatham@cityofboise.org.

In determining the best qualified applicants, City of Boise will consider all acceptable applications on a basis consistent with this Request for Proposal (RFP). The Evaluation Panel will rank applications directly from the evaluation process and basis of qualifications identified in this document. Once the final ranking is complete, the City of Boise will contact the highest ranked Artists to offer them a contract. Should any of the selected Artists not be available at that time, the City would select the next ranked qualified Applicant(s) to offer a contract for services.

The City of Boise reserves the right to reject any and all applications, to waive any irregularities in the applications received and to accept the applications that are in the best interest of the City.

Boise City is an Equal Opportunity Employer. The City of Boise is exempt from Federal and State taxes and will execute the required exemption certificates

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Potential Locations

Selection Panel/ Evaluation Panel members will assign selected Artists to specific locations during the selection process. The selection panel will consider how the artist's work will respond to the context of the site. Artists *do not* apply for specific locations.



23rd & Fairview NW Corner



27th & Stewart NE Corner



27th & Pleasanton NE Corner



27th & Bannock NE Corner

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27th & Main St. SW Corner



Whitewater & Stewart NE Corner



Garden & Main St. NE Corner



Garden & Fairview



9th & Jefferson SW Corner

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8th & Jefferson SW Corner



17th & Idaho SE Corner



16th & Idaho NE Corner



16th & Washington SE Corner



15th Between Bannock & Jefferson W Side

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15th & Main SW Corner



14th Between Bannock & Idaho W Side



13th Between Bannock & Jefferson W Side



14th Between Grove & Front, W Side



13th & Front, SE Corner

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River Between 13th & 12th S Side



Broad Between 6th & Capitol, S Side



Broad Between 4th & 5th, S Side



2nd & Front, SE Corner



Capitol Blvd. at the Cabin, W Side

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Americana-Emerald & Latah St



Fort and W State St



Jefferson and Ave B

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Application Instructions and Information

- The submission package or envelope **SHOULD BE SEALED** and **PLAINLY MARKED** with the following:

**Boise City Purchasing Department
150 N. Capitol Blvd.,
Boise, ID 83702**

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Submit Bids/Proposals to the Boise City Purchasing Department 150 N. Capitol Blvd., Boise, Idaho, 83702

- Submitted packages must include one physical copy of your application (application form, image list, references, resume, letter of interest) and, if applicant is able, one identical electronic copy as a single PDF file. The digital PDF file name shall be named SRFP 19-181 and Artist name (example: SRFP 19-181 Smith). The submitted application form must be signed (in both digital and hard copy forms). Images shall be submitted on the cd or thumb drive as separate jpeg files (applicants need not print hard copies of the images).
- The submission package or envelope must be SEALED and plainly marked with the following: SRFP 19-181 Traffic Box Program and the opening date and time (January 30th, 2019 at 1:00 pm). The Proposer's return address shall appear on the envelope or package.
- A submission made using "Express/Overnight" services must be shipped in a separate sealed inner envelope/package identified as stated above.
- Proposals must be submitted in writing. No oral, telephone, facsimile, telegraphic, or late submissions will be considered. All submissions must be received at the City Purchasing Office and time and date stamped prior to the closing date and time. It is the submitting Proposer's responsibility to timely submit their Proposal in a properly marked envelope, prior to the scheduled closing, for receipt in sufficient time to allow the submission to be time and date stamped.
- **ALL APPLICATIONS MUST BE SIGNED.** Applications that are not signed will be disqualified and considered non-responsive.
- The applicant is responsible for all costs incurred in preparing or responding to this formal request for applications. All materials and documents submitted become the property of the City and will not be returned.
- The Owner is the City of Boise.

Questions must be submitted to Tammi Leatham, tleatham@cityofboise.org no later than

Wednesday, January 25th, 2019 at noon.

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Evaluation Process

Applications shall be submitted in a format that allows uniform review and easy access to information by the Evaluation Panel, which is made up of funding stakeholders, an Arts & History Commissioner, and other artists. The Applications are to be clear and concise. The Application package shall contain the following information:

1. Application Form (Pass/Fail)

Fill out and sign the **Application Form/Signature Page** and submit as your first document.

2. Letter of Interest (Pass/Fail)

- Include a one-page letter addressing why you're interested in this opportunity and your related experience or qualifications.
- Describe how the applicant is able to meet the needs of the project.

3. Artist Resume (Pass/Fail)

Include a resume and/or brief summary of the Artist or Artist Team's qualifications and/or past experience.

4. JPEG Images of current and past work (100 points)

Images are to be in JPEG Format, 300 dpi, not larger than 10" on the longest side.

Provide up to ten images of your past work and/or current work as separate files in JPEG format as attachments in the application email, which demonstrate your ability to meet the defined project opportunity.

5. Image List (Pass/Fail)

Please use the provided form to list the information for the submitted images: title, type of work (painting, sculpture, installation), material(s), date and any comments.

The City appreciates your interest in meeting the needs of the citizens of Boise.

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Return with Proposal**

Application Form

Name: _____

Artistic Medium(s): _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____ **Website:** _____

Signature: _____ **Date:** _____

You must sign and date this form or you will be disqualified!

The above signed acknowledges the rights reserved by the City to accept or reject any or all Proposals as may appear to be in the best interest of the City and to bind themselves, on the acceptance of this Proposal, to enter into and execute a contract, of which the scope of work, fee structure, and terms & conditions will be negotiated.

- 1. INCLUDE/ATTACH LETTER OF INTEREST**
- 2. INCLUDE/ATTACH RESUME**

Please let us know how you found out about this opportunity:

Would you like to receive direct email about other Call for Entries from the Boise City Department of Arts & History? _____

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IMAGE LIST FOR UP TO TEN IMAGES

Picture #1	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #2	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #3	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #4	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

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Picture #5	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #6	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #7	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

Picture #8	Title:	
Type of work		
Materials Used		
Date Finished		
Additional Information or Comments		

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Picture #9	Title:
Type of work	
Materials Used	
Date Finished	
Additional Information or Comments	

Picture #10	Title:
Type of work	
Materials Used	
Date Finished	
Additional Information or Comments	

APPLICATION CHECKLIST

1. Application Form/Signature Page (Pass/ Fail) Yes__No__
 Please fill out the Application Form/Signature Page and submit it as your first document.

2. Letter of Interest/Ability to Provide (Pass/ Fail) Yes__No__
 Include a one-page letter addressing why you are interested in this opportunity and your related experience or qualifications.

3. Resume/Prior Experience (Pass/ Fail) Yes__No__
 Include a resume and/or brief summary of the Artist’s qualifications and/or past experience

4. JPEG *Images of current and past work (100 Points) Yes__No__
 Provide up to ten images of your past work and/or current work as separate files in JPEG format as attachments in the application email or on a disc or thumb drive, which demonstrate your ability to meet the defined project opportunity.

***Images must not exceed 300 dpi and 10” on the longest side**

5. Image List (Pass/ Fail) Yes__No__
 Please use the provided form to list the information for the submitted images.

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AGREEMENT FOR DESIGN AND FABRICATION OF PUBLIC ART BETWEEN THE CITY OF BOISE CITY AND _____

THIS AGREEMENT is made and entered into effective upon its mutual acceptance (“Effective Date”) by and between the City of Boise City, an Idaho municipal corporation (“the City”), by and through its Department of Arts & History (“Arts and History”), and _____ (“Artist”), collectively referred to as “the Parties” and individually as a “Party,” for the purpose of defining the rights and responsibilities of the Parties regarding the design of public art (the “Work”) for the traffic box on _____ in Boise City (the “Site”) depicted in Exhibit A.

WHEREAS, the City has agreed that art for the traffic box, (hereinafter “the Work”), will be placed on the traffic box located at 5th & Bannock in Boise City, upon such property wherefore permission from the property owner has been granted, as a benefit to the public (hereinafter “the Site”); and Arts and History is responsible for the administration of public art for the City; and

WHEREAS, an evaluation team selected the Artist through a competitive proposal process where one hundred eighty-six (186) artists applied; and

WHEREAS, Arts and History desires to enter into a contract with the Artist to design the Work, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, the Parties agree as follows:

- 1. The Site.** For purposes of this Agreement, the Site upon which the Work will be placed is on the traffic box located at _____ (See Exhibit A). Artist understands and agrees that this Site is located on property not owned by the City, and installation and location of the Work on the Site is subject to the approval of the property owner, and that such approval is revocable at any time by said property owner.
- 2. Scope of Services: Design.** Artist shall create a design proposal to be approved by Arts & History. Upon approval, the Artist will provide a final design mock-up for the approval by Arts & History and if applicable the funding organization. The Artist shall complete the design of the Work, deliver the Work to the assigned fabricator, coordinate with the assigned fabricator to ensure proper location and placement, and perform any and all other duties and obligations as set forth in this Agreement. The Work shall, at all times, be subject to the City’s general review and approval.
- 3. Artist’s Responsibilities.**
 - a. In addition to other responsibilities set forth in this Agreement, Artist shall complete the Work in a timely and professional manner.
 - b. Artist agrees that the City and Arts and History shall have the right to review the final Work and request changes to ensure the Work meets the project goals. Artist agrees that any such requested changes will be made and that such changes will be made in consultation with the City and/or Department. Subtle design refinements and/or improvements shall be left to the discretion of Artist.

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- 4. Compensation.** The Artist's fee for the scope of work and services contained in this Agreement is not to exceed One Thousand Dollars (\$1,000.00). This amount shall constitute full payment for all services the Artist shall perform, including necessary materials and fees, related travel, permits, and necessary costs as set forth in the Scope of Services and this Agreement. The payment of Five Hundred Dollars (\$500.00) shall be made to the Artist no later than forty-five (45) days from the Effective Date of this Agreement for the first part of the design phase. The final payment of Five Hundred Dollars (\$500.00) shall be made to the Artist at the conclusion and acceptance by the City confirming that the Artist has met all terms and conditions of the Scope of Services and this Agreement.
- 5. City's Responsibilities.** The City agrees to timely furnish Artist all information, reports, data, statistics, drawings and information in its possession concerning matters covered by this Agreement, together with timely access to all facilities, personnel and data necessary to perform the Work unless such disclosure is prohibited by law. The City agrees to facilitate communication with the fabricator.
- 6. Time of Performance.** The Artist shall coordinate commencement of design upon signing this Agreement and/or by a date agreed upon between the Parties. The Artist shall complete the design proposal on or before May 7, 2018 and shall complete the Scope of Services and deliver the final artwork to the fabricator on or before August 30, 2018 or on such other later date as may be agreed upon between the Parties in writing.
- 7. Approvals.** Artist shall allow the City to review the Work's progress as follows:

 - a. Initial review and approval of the designs and/or working drawings by the City in order to determine whether the Work is appropriate for the location and if applicable the funding organization. Reviews must be timely conducted or additional time must be provided to the Artist to complete.
 - b. At the City's request, provide additional periodic reviews, via photographs, and approvals as the Work's design.
 - c. The City shall approve or disapprove the Work within seven (7) days of final completion. If, during the approval reviews, the City concludes that the Work does not conform to the designs as previously approved, or as mutually agreed by the Parties in writing, the City shall provide the Artist with a notice in writing of specific non-conformity and request the Artist to address and cure the specific non-conformity within two weeks of the reviews. The Artist shall have thirty (30) days within which to address, cure, and correct any non-conformity. If, after resubmission, the Work still does not conform, this Agreement shall be subject to immediate termination for cause. Failure by the City to disapprove in writing in a timely fashion shall be presumed to be approval of the Work.
- 8. Project Close-Out.** The Artist shall submit a digital file to Arts & History, as well as slides and/or photographs and written documentation of fabrication and installation of the Work, in order to assist in future maintenance, repair, and public education.
- 9. Social Media Clause.** Until the Work is complete and has been accepted by the City, the Artist shall not post or share information or photos about the Work online in any form, including but not limited to email, websites, message boards, blogs, or social networking websites.
- 10. City's Insurance.** The City shall obtain all necessary property and commercial general liability insurance as may be required in order to protect its insurable interests for its rights and obligations

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described within this Agreement. Upon final completion of the Work, and acceptance of the Work, the City shall obtain property insurance for the Work which may be included in the City's self-insurance program.

- 11. Indemnification.** The Artist shall indemnify, save, defend, and hold harmless the City, its elected officials, officers, employees, agents, and volunteers, from and for any and all liability, losses, claims, actions, judgments for damages, or injury to persons or property and losses and expenses, including reasonable attorney fees, arising from all acts or omissions to act of the Artist or his/her servants, officers, agents employees, guests, and business invitees in rendering services under this contract or otherwise caused or incurred by the Artist, his/her servants, officers, agents employees, guests, and business invitees, and not caused by or arising out of the tortious conduct of the City or its employees

The Artist represents and warrants that any and all materials or deliverables, including, but not limited to: the design, and the Works, provided under this contract are either original, not encumbered and do not infringe upon the copyright, trademark, patent or other intellectual property rights of any third party, or are in the public domain. Artist agrees to indemnify and hold harmless the City, its elected officials, officers, employees, agents, contractors, licensees, successors or assigns from and against any injury, loss, liability, expense claim, law suits, and damages arising from the Artist's Artwork, including but not limited to copyright, trademark, patent of other intellectual property infringement or violations. If deliverables, materials or Work provided hereunder become the subject of a claim, suit or allegation of copyright, trademark or patent infringement, City shall have the right, in its sole discretion, to require Artist to produce, at the Artist's own expense, a new non-infringing materials, deliverables, or Works as a means of remedying any claim of infringement in addition to any other remedy available to the City under law or equity.

- 12. Ownership.** Each Work shall be a limited edition of one. The Artist warrants that, unless otherwise stipulated, the Work is original, in that the Work owes its creation or origin to Artist, and is not the product of copying another's work in any manner. Furthermore, the Artist warrants and represents she has not previously published the Work which is transferred by, and the subject of, this Agreement and that the Artist is the sole owner of all rights therein. Upon final approval and acceptance of the Work, subject to delivery, installation and final payment, the City shall own the Work. Except as set forth in Paragraphs 13 and 14, herein, the Artist hereby expressly waives any ownership right, title or interest in the Work. The Artist understands that said waiver includes waivers of the exclusive rights of reproduction, adaptation, publication, performance and display.
- 13. Ownership of Copyright.** The Artist shall retain all right, title and ownership of the copyright of the Work. The Artist hereby grants the City a royalty-free, irrevocable, perpetual, non-exclusive license to reproduce images of the Work for educational or promotional uses. Models or drawings shall not be identified or represented to be the finished artwork. The Artist shall be identified, whenever possible, on all printed material, signage, websites or other promotional material as the original creator of the design and the Work. The Artist shall retain the right to claim authorship of the design of the Work and may utilize such authorship in any of his/her printed material or other promotional material.
- 14. Waivers and Relinquishments of Rights.** Except for copyright, as set forth in paragraph 15, above, the Artist agrees to relinquish all ownership rights, title, and interest to the Work

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created for the Project and hereby expressly waives the right of integrity, but not attribution, with respect to the Work as conferred by the federal Visual Rights Act of 1990, Title 17 U.S.C. Sections 101, *et seq.* If at any time following final approval, the City chooses to move or modify the Work, the City will make reasonable attempts to contact and to notify the Artist regarding the City's plans, provided that the Artist shall have no right to override or veto the City's plans. The Artist hereby waives his/her right to file a claim or demand of any type against the City based upon any future decision regarding the placement or modification of the Work, including those granted pursuant to the Copyright Act of 1976 and the Visual Rights Act of 1990. To the extent that the provisions of this Agreement differ from the Copyright Act of 1976 and Visual Rights Act of 1990, the provisions of this Agreement shall govern and the Artist expressly waives any such differences.

- 15. Publicity-Rights of Reproduction.** In retaining the Artist's right of attribution as set forth in section 14 above, the Artist also consents to the use of the Artist's full name and the Artist's own identifying photograph in any publicity or promotional materials produced for the Work, whether printed or electronic, in the discretion of the City. Such consent includes placement of these items on any Web site the City maintains.
- 16. Nondiscrimination.**
 - a. In the performance of this Agreement, the Artist and any subcontractors agree not to discriminate in their employment practices against any employee, contractor, subcontractor or applicant for employment because of the employee's or applicant's race, religion, national origin, ancestry, sex, age, disability or sexual orientation and/or gender identity/expression.
 - b. The Artist also agrees to comply with all provisions of Idaho law relative to labor, and all other applicable federal, state, and/or local statutes, ordinances, and regulations relative to employment, wages, and hours of labor.
- 17. Independent Artist.** The Parties intend that this Agreement create only an independent contractor relationship and that the Artist is not an employee, agent, joint venturer or partner of Arts and History or the City. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the Artist and the City or between the Artist and any official, agent or employee of the City. The Artist shall retain the right to perform services for others during the term of this Agreement.
- 18. Attorney's Fees.** If either party brings any action or proceeding to enforce, protect or establish any right or remedy under the terms and conditions of this Agreement, in addition to any other relief awarded, the prevailing party shall be entitled to recover reasonable attorney's fees, as determined by a court of competent jurisdiction.
- 19. Agreement Made in Idaho.** The laws of the State of Idaho shall govern the validity, interpretation, performance and enforcement of this Agreement. In the event of a dispute, venue shall be in the courts of the Fourth Judicial District for the State of Idaho in Ada County, Idaho.
- 20. Cumulative Rights and Remedies.** All rights and remedies here enumerated shall be cumulative and none shall exclude any other right or remedy allowed by law. Likewise, the exercise of any remedy provided for herein or allowed by law shall not be to the exclusion of any other remedy.
- 21. Agreement Made in Writing.** This Agreement contains all of the agreements and conditions made between the Parties hereto and may not be modified orally or in any manner other than by agreement in writing signed by the Parties hereto or their respective successors in interest.

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- 22. Termination for Cause.** If either party willfully or negligently fails to fulfill its obligations under this Agreement, the other party shall have the right to terminate the agreement by giving written notice to the defaulting party of its intent to terminate and specify the grounds for termination. The defaulting party shall have thirty (30) days after receipt of the notice to cure the default. If the defaulting party does not cure the default, this Agreement shall terminate. In the event of termination for non-performance by the City, it shall compensate the Artist for all phases of the Scope of Services the Artist has successfully completed and any additional services and materials performed or supplied prior to termination; provided however, that such payment shall be limited to the amount of compensation set forth herein. In the event of default by the Artist, except that caused by the death or incapacity of the Artist, all finished and unfinished drawings, photographs, and other Work products prepared and submitted or prepared for submission under this agreement shall, at the City's option, become its property. This shall not relieve the Artist of any liability for damages sustained by virtue of the Artist's breach or default of this Agreement and the City may reasonably withhold payments due until the exact amount of damages due Arts and History from the Artist is determined.
- 23. Termination for Convenience of City.** The City may terminate this Agreement for any reason at any time by giving at least fifteen (15) days' notice in writing to the Artist. If the Agreement is terminated by the City as provided herein, the City shall compensate the Artist for all phases of the Scope of Services the Artist has completed up to the date of written notice of termination and any additional services and materials performed or supplied prior to termination, less payments of compensation the City has previously made, not to exceed the amount set forth in Section 4. If payments the City has previously made exceed the amount of compensation due hereunder, the Artist shall immediately refund the unearned balance to the City. If the City terminates this Agreement due to the fault of Artist, Section 21 hereof relative to termination shall apply.
- 24. Severability.** If any provision of this Agreement or application thereof is held invalid, such invalidity will not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to that end, the provisions hereof are declared to be severable.
- 25. Party Representatives.** For purposes of this Agreement the following persons or their designees shall act as party representatives:
Arts and History: Karl LeClair or his designee
Artist: _____
- 26. Successors and Assigns.** All of the terms, provisions, covenants and conditions of this Agreement shall inure to the benefit of and be binding upon each party and their successors, assigns, legal representatives, heirs, executors and administrators.
- 27. Invoices.** The Artist shall be responsible for the preparation and submission of invoices for the initial design fee and at the conclusion and acceptance of their work.
- 28. Method of Payment.** Arts and History shall be responsible for receipt and approval of invoices, and for disbursement of funds to the Artist.
- 29. Effective Date.** The effective date of this Agreement shall be upon the Parties mutual acceptance of this Agreement.
- 30. Workers' Compensation:**
The Artist, an independent contractor (choose one),

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Artist Initial _____ confirms Artist has workers' compensation insurance coverage as required by state law. (Attach proof of insurance)

Artist Initial _____ confirms Artist has no employees and is not required to provide workers' compensation per Idaho state law (Idaho Code §72-212).

The Artist understands and agrees to indemnify, save, defend, and hold harmless, City of Boise, from any loss, claims, actions, judgments for damages, costs or expenses caused by injury to Artist. In case Artist employs a worker(s) or Artist sublets any work, the Artist shall acquire or require subcontractor to obtain workers' compensation insurance and show proof of same prior to start or resumption of work.

- 31. Notices.** Written notices to the Parties shall be given by registered or certified mail, postage prepaid, and addressed to said parties at the addresses below, unless otherwise designated by written notice to the other parties:

City of Boise	Artist
Department of Arts and History	
P.O. Box 500	
Boise, Idaho 83701-0500	

All such notices, except as otherwise provided, may either be delivered personally deposited in the United States mail, properly addressed with postage fully prepaid by certified or registered mail, return receipt requested, and shall be effective five (5) days after deposit in the mail.

END OF AGREEMENT

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IN WITNESS HEREOF, the undersigned have duly executed this Agreement effective the _____ day of April 2018.

City of Boise City

Arts & History / Date

Artist

_____/ Date

APPROVED AS TO FORM AND TO CONTENT:

Purchasing Manager / Date

Legal Department / Date

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Exhibit A

Site Image Here