



CITY OF PERRIS

COMMUNITY SERVICES

ATTACHMENT 1: Utility Box Location Map



City of Perris Utility Box Locations- Downtown



Foss Field Park



North D Street



North D Street



City Council Chambers



Senior Center





24 S D street



S D Street



East 1st ST & South D street



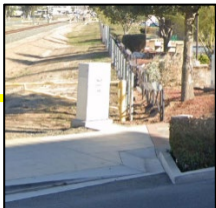
East 4th ST & S D Street



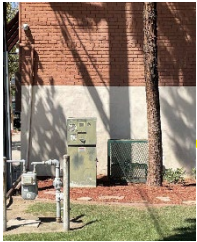
403 S D ST



Mercado Park
925 S D St



West 4th ST & S D Street



832 S D St





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ATTACHMENT 2: Utility Box Art Program Guidelines



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City of Perris Utility Box Art Program Guidelines and Policies

1. Program Overview

The City of Perris Utility Box Art Program seeks to transform utility boxes into vibrant works of art by local artists. This program aims to enhance the aesthetic appeal of the city, support public art, and promote local artistic talent. The Public Art initiative aims to promote and support public art, cultivate the City's rich history, promote its diverse culture to preserve its identity, and beautify the city to enhance community vitality in Perris.

In multiple phases of execution, the City of Perris will select and install artwork on existing utility boxes throughout the city. Phase I will focus in the Downtown Perris area, where sixteen (16) boxes located in different areas have been identified. Selected artists will receive a stipend for their participation, and the original artwork, created in any 2D medium, will be printed on vinyl wrap for application to utility boxes. The artwork should incorporate the Public Art Elements, selected by the Perris community, that include history, culture, legacy, architecture, and diversity.

Applicants are required to follow the Utility Box Program Guidelines and Application submission requirements.

2. Artist Eligibility

- a. Eligibility is open to professional and emerging artists. Professional artists who are new to the field of public art are especially encouraged to apply.
- b. Artists must be at least 18 years of age.
- c. Artists must demonstrate a commitment to their craft, and a portfolio of previous work is required.
- d. Entries must include original design and artwork, and suitable for viewing by all ages.
- e. Each artist will be asked to provide a short biography written in third person for marketing purposes, including the City of Perris webpage.
- f. Artists may submit up to two (2) design applications.

3. Selection Process

- a. Artists interested in participating must submit a comprehensive application, including proposed artwork, portfolio, and any other required documentation.
- b. A selection committee, appointed by the City of Perris, will evaluate applications based on artistic quality, concept, feasibility, and adherence to program guidelines.



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- c. Artists and/or organizations will be notified by email with a timeline for installation, if their artwork has been selected.

4. Artistic Concepts

- a. Artists are encouraged to propose original and engaging artwork that meets the City's public art elements. These elements include: history, culture, legacy, architecture, and diversity.
- b. Proposed artwork must be suitable for public display, appropriate for all audiences, and designed with consideration for the vinyl wrap medium.
- c. Artists may be asked to collaborate with the City on concept adjustments to ensure alignment with the program's goals.
- d. Art should be visible from a distance.
- e. Subject matter of the artwork must be relevant and representative of the unique aspects of each site location.

5. Location Selection

- a. Specific utility box locations will be determined by the City of Perris in consultation with participating artists.
- b. Artists may indicate their top three preferences for box locations, but final assignments will be made by the City to ensure equitable distribution.
- c. Reference Appendix I for utility box locations.

6. Artwork Creation and Installation

- a. Selected artists will be responsible for creating and digitally rendering their artwork, which will then be printed on vinyl wrap.
- b. The City of Perris is responsible for obtaining any necessary approvals and ensuring compliance with safety regulations during installation.
- c. The City of Perris will coordinate the application of vinyl wraps onto utility boxes.
- d. The City reserves the right to remove, replace or adjust the artwork as necessary for the duration of the project and/or the artwork.
- e. Artist will be responsible for working with the printer/installer of vinyl wraps to assist in adjusting all artwork, files, and necessary materials for printing and installation on the utility boxes.

7. Stipend and Budget

- a. Artists will receive a \$400 stipend per artwork, up to two (2) artworks if selected. The amount of which will be determined by the City of Perris and communicated to artists upon selection.
- b. Funding for materials, printing, installation, and stipends will be provided by the City, subject to budget availability.



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- c. Upon selection of the design and execution of the agreement, the artist will receive an initial payment of funds of 50%, with the remaining 50% paid upon completion.
- d. Upon selection the artist will be requested to submit further documentation including but not limited to, W-9.
- e. Payments shall be issued in accordance with the City's regular payment schedule of a net 30 policy.

8. Community Engagement

- a. Artists are encouraged to engage with the local community and seek input on their proposed artwork.
- b. Community workshops and events may be organized to involve residents in the artistic process.

9. Maintenance and Restoration

- a. The City of Perris will assume responsibility for the long-term maintenance and preservation of the vinyl-wrapped artwork.
- b. Artists may be consulted for necessary repairs or restoration of work, as needed.
- c. The City of Perris will provide the artist with the general specifications of the utility box assigned to them.

10. Copyright and Ownership

- a. Artists will retain copyright to their artwork, but the City of Perris will have the right to reproduce and display the artwork for public purposes and may be subject to agreement.

11. Compliance with City Regulations

- a. Artists must adhere to all relevant City of Perris ordinances, codes, and regulations during the creation and installation of their artwork.

12. Timelines

- a. Detailed project timelines, including application deadlines, artwork creation, and installation schedules, will be communicated to participating artists.

13. Public Relations

- a. Artists may be requested to participate in public relations activities, including interviews, photo shoots, and dedication ceremonies.
- b. Artwork may be used in public relations activities, including social media, press release, etc., for program promotion and marketing purposes.



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14. Amendments and Termination

- a. The City of Perris reserves the right to amend or terminate the program at any time, with a 10-day notice to participating artists.
- b. The City of Perris reserves the right to replace, adjust, or remove any art as necessary from any utility box within the city with noticeable time to the artist.
- c. City of Perris shall keep (including maintenance and repairs) installed vinyl artwork for a minimum of 2 years or until such a time the utility box is removed.
- d. Any disputes between the City of Perris and participating artists will be resolved through mutual negotiation and understanding.

15. Application Submission

- a. Applications are available to download at www.cityofperris.org/publicart
- b. Artists must submit their applications and proposals via email to publicart@cityofperris.org.
- c. Artwork should be submitted in “.jpeg, .jpg, .svg, or .pdf” format.

16. Contact Information

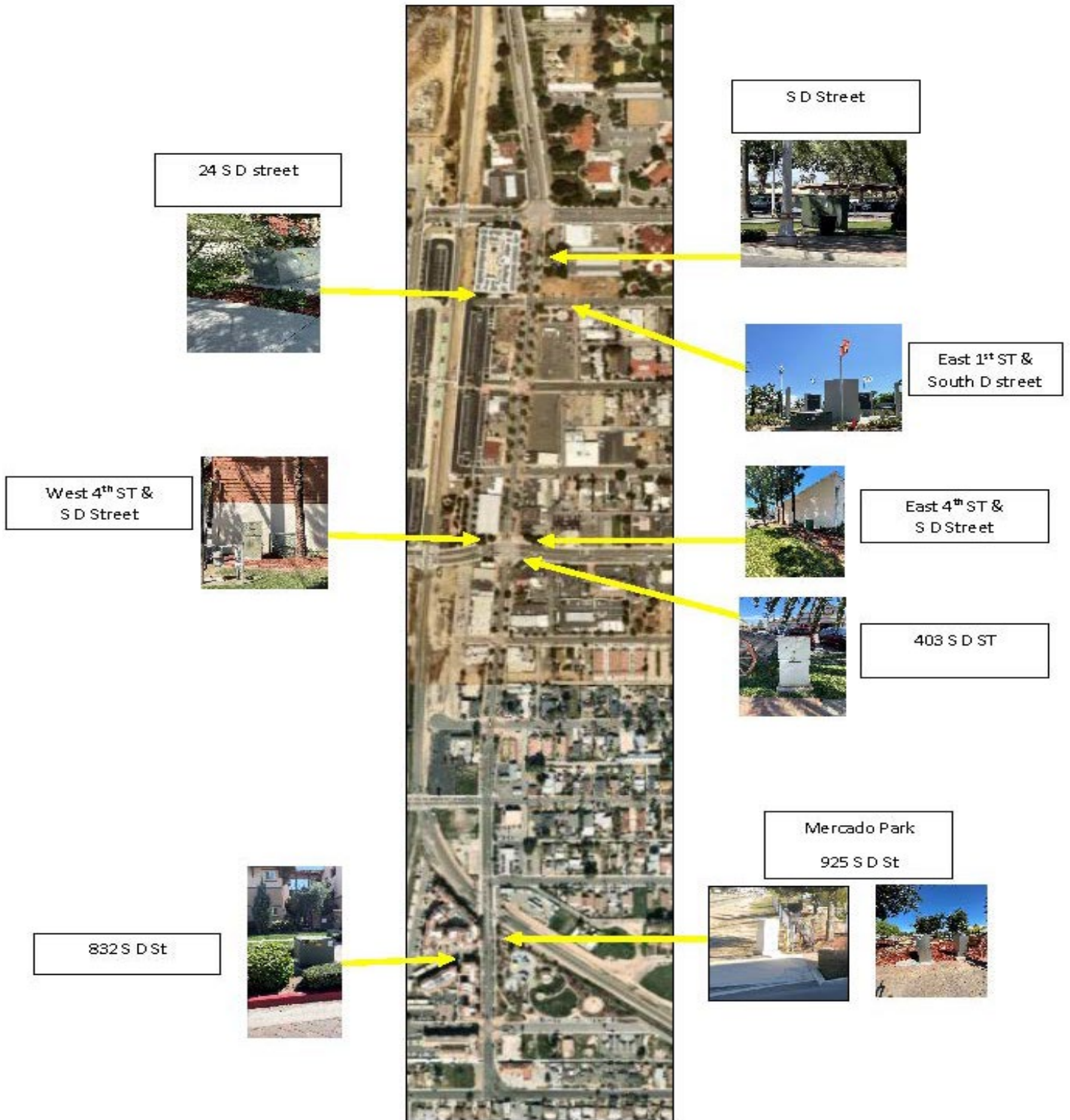
- a. For inquiries, submissions, and additional information, please contact the City of Perris Public Art Team at publicart@cityofperris.org.



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Appendix I: Perris Utility Box Locations – Downtown





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ATTACHMENT 3: Utility Box Art Program Application



City of Perris Utility Box Art Program Application

The City's mission is to provide superior public service that enhances the quality of life for its residents. The Utility Box Art Program supports stipends to selected local artists through an application process to support vibrant works of art that aim to support public art, cultivate the city's rich history, promote its diverse culture to preserve its identity, and beautify the city to enhance community vitality.

In multiple phases of execution, the City of Perris will select and install artwork on existing utility boxes throughout the city. Phase I will focus in the Downtown Perris area, where sixteen (16) boxes located in different areas have been identified. Selected artists will receive a stipend for their participation, and the original artwork, created in any 2D medium, will be printed on vinyl wrap for application to utility boxes. The artwork should incorporate the Perris Art Elements, selected by the Perris community, that include: history, culture, legacy, architecture, and diversity.

Applicants are required to follow the Utility Box Program Guidelines and Application submission requirements. The completed application form with the required documents should be submitted to the City of Perris Community Services – Public Art Division located at 101 North D St. Perris, CA 92570 or electronically to publicart@cityofperris.org. Application submission does not guarantee approval.

INSTRUCTIONS

Artists interested in participating must complete an application and submit electronic copies of their work. All entries must be original artwork. Submissions will be evaluated using the established selection criteria found in the Utility Box Program Guidelines, Sections III and IV.

SUBMITTAL REQUIREMENTS

The submittal requirements provide the basic information necessary for review by staff. City staff may determine that additional information is required before further processing can take place.

- a. Completed and Signed Utility Box Application Form.
- b. Proposed artwork incorporating Perris Utility Box element(s), see Section IV on Utility Box program guidelines.
- c. Proposed artwork description.
- d. Portfolio of Artist's previous work including a biography and four (4) examples.

TIMELINE

- **Application Opens:** April 24, 2024
- **Informational Workshop:** April 24, 2024
- **Application Deadline:** May 24, 2024
- **Selection Process:** July 2024



City of Perris Utility Box Art Program Application

ARTIST INFORMATION

Applicant Name (First, Last): _____

Company Name (if applicable): _____

E-mail : _____ Phone Number:(____) _____

Address (Street, City, State, Zip): _____

Website URL (if applicable): _____

Social Media Handle (if applicable): _____

Are you (the Artist) a resident of the City of Perris? Yes ___ No ___

(Artist does not have to be a City of Perris resident to participate in program).

Preferred Method of Contact: Mobile Phone E-mail

PROPOSED ARTWORK INFORMATION/ SPECIFICATIONS

Artwork Title: _____

Artwork Description: _____

Include Artwork Design as Attachment

Preferred location of Utility Box Artwork (select up to 3)	
<input type="checkbox"/> 1. City Lawn: North "D" street (2)	<input type="checkbox"/> 7. E 1 st ST & S "D" Street
<input type="checkbox"/> 2. Foss Field Park: 138 N Perris Blvd (2)	<input type="checkbox"/> 8. E 4 th ST & S "D" Street
<input type="checkbox"/> 3. Perris Senior Center: 100 N "D" Street	<input type="checkbox"/> 9. W 4 th ST & S "D" Street
<input type="checkbox"/> 4. Perris Council Chamber: 101 N "D" street	<input type="checkbox"/> 10. 403 S "D" Street
<input type="checkbox"/> 5. S "D" Street	<input type="checkbox"/> 11. 832 S "D" Street
<input type="checkbox"/> 6. 24 S "D" Street	<input type="checkbox"/> 12. Mercado Park: 925 S "D" ST (3)
<input type="checkbox"/> No Preference	

- Refer to Exhibit 1, 2, and 3 for utility box dimension sizing.
- Please note, the indicated utility box preference, does not guarantee location and is subject to change on City's terms, see Sections IV and V on Utility Box Program Guidelines.



City of Perris Utility Box Art Program Application

AGREEMENT AND AUTHORIZATION

Applicant and legal owner of the property hereby agree to defend, indemnify and hold harmless the City of Perris (“City”) and its agents, officers, attorneys and employees from any claim, action, or proceeding (collectively referred to as “proceeding”) brought against the City related to the proposed artwork and the application for the approval thereof. This indemnification shall include, but not limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney’s fees and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by applicant, the City, and/or the parties initiating or bringing such proceeding.

- I have read and understand the requirements.
- I certify all submittal artwork is original and I authorize the City of Perris to utilize selected artwork for program purposes, including utility box wrapping, and marketing of program.

Applicant Name (Print) _____

Applicant Signature : _____ Date: _____

Application Checklist	
<input type="checkbox"/> Completed and Signed Utility Box Application <input type="checkbox"/> Proposed artwork incorporating Perris Utility Box element(s), see Section IV on Utility Box Program Guidelines <input type="checkbox"/> Proposed Artwork Description	<input type="checkbox"/> Portfolio of Artist’s previous work including a biography and four (4) examples. <input type="checkbox"/> Supporting Materials (e.g., videos, links, presentations, etc.) if applicable
Follow- Up Items	
Selected applicants will be required to submit the following documents upon selection.	
<input type="checkbox"/> Itemized Budget	<input type="checkbox"/> W-9
<input type="checkbox"/> Location of Utility Box	<input type="checkbox"/> Business license (if applicable)
<input type="checkbox"/> Example of Artwork	<input type="checkbox"/> Other