

Digital Illustrator

Request for Qualifications

2025



Harlem Sunrise Extended
by Gera Lozano, 2019
Construction Fence Wrap

Digital Illustrator Request for Qualifications

All interested artists are eligible to submit past work examples in response to this Request for Qualifications (RFQ) for the opportunity to be selected to develop digital illustrative designs. Projects commissioned through this RFQ will be prompt-specific and installed on NYC DOT property as selected by NYC DOT Art. Projects will be funded and managed by NYC DOT Art. Project types may include digital illustrations for aluminum street signage, printed vinyl fence wraps, NYC DOT Art Display Cases, NYC Art Stop Letters, or other Special Projects. Artists should consider past project examples to understand the types of designs that are most successful for each project type in the public realm (**See Appendix A: Artwork Types and Examples**).

Application and Deadline

Interested artists are invited to submit a single application by **Sunday, January 12, 2025, 11:59 pm EST**. Please submit applications through our Submittable portal at nycdotart.submittable.com/submit.

Incomplete applications or applications that do not meet the requirements will not be considered.

Selection Process

The NYC DOT Art Advisory Committee and a project-specific selection jury shall review and identify artists to be included in an artist registry based on the following criteria:

- Past work demonstrates art/design excellence and is appropriate for the public realm;
- Previous experience demonstrates ability to collaborate with a large agency on a public project; and
- Past work demonstrates ability to create illustrations in response to a prompt or theme.

When a project becomes available, NYC DOT Art shall review the artist registry and invite up to five of the shortlisted artists to participate in a phone interview to discuss the potential project site and prompt, and to better acquaint the agency with the artist's past work and artistic process. This group of artists may also be required to develop a conceptual design proposal for review. Final selection shall be based on the written responses to the RFQ application, the phone interview, and, if applicable, the conceptual design proposal. Upon selection, each artist will develop one or a series of final designs to be approved by NYC DOT Art. Upon delivery of final design files, the agency will print and install.

As additional project sites become available throughout the year, NYC DOT Art will review the artist registry and contact shortlisted artists to respond to these opportunities. Artists are only eligible to receive one commission per fiscal year.

Project Scope

Selected artists for digital illustrations will be responsible for the following:

- Completing one or more conceptual design(s) and once approved by NYC DOT Art, completing final design(s);
- Providing NYC DOT Art with the final digital design file(s). NYC DOT will print and install the produced materials;
- Selected artists may be asked to participate in public engagement initiatives.

Project Fees

NYC DOT Art may provide selected artists with up to \$10,000 to complete the final designs; NYC DOT Art will determine the budget depending on the project scope. NYC DOT Art will print and install the final designs. All artists will be required to enter into a legal agreement with NYC DOT, and to receive payment will be required to submit a W9 form, Doing Business Form, quote form, and invoices. The legal agreement must be signed in advance of receiving any payments. As per the agreement, the artist receives credit, sole ownership, and copyright of the final design and artwork, but is required to extend to the City the right to a royalty-free, perpetual license to use any depiction of the artwork for non-commercial purposes.

About the NYC DOT Art Program

The New York City Department of Transportation's Art Program (NYC DOT Art) partners with community-based, nonprofit organizations and professional artists to present temporary public art on NYC DOT property throughout the five boroughs for up to eleven months. Artists transform streets with colorful murals, dynamic projections and eye-catching sculptures. Sidewalks, fences, triangles, medians, bridges, jersey barriers, step streets, public plazas and pedestrianized spaces serve as canvases and foundations for temporary art. Since 2008, NYC DOT Art has produced over 475 temporary artworks citywide. For more information, visit nyc.gov/dotart and follow [@nyc DOTArt](https://www.instagram.com/nyc_dotart) on Instagram.

Additional Legal Information

Please note the following:

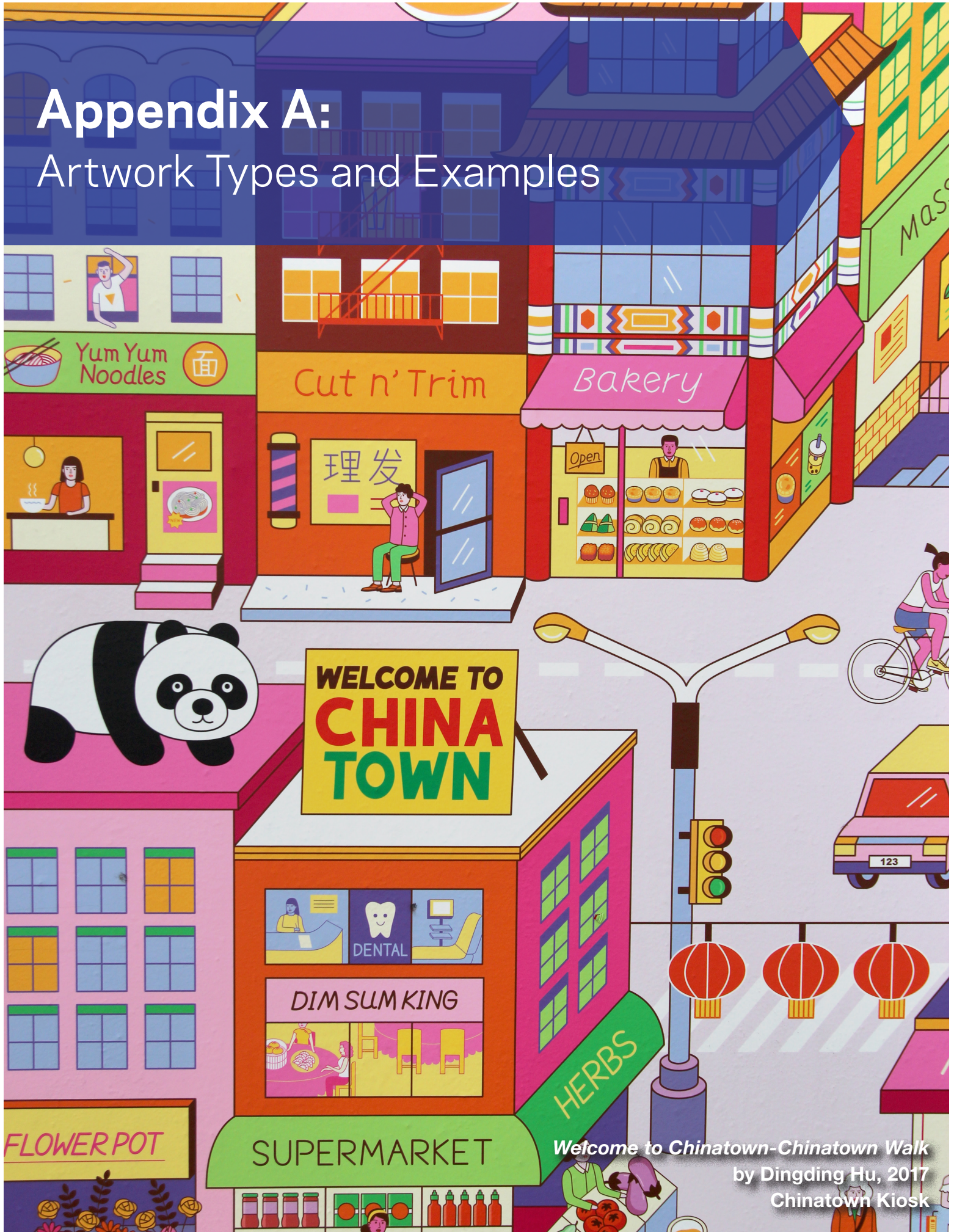
- This RFQ is not intended as a formal offering for the award of a contract or for participation in any future solicitation;
- NYC DOT does not intend to grant or issue any additional agreements on the basis of this RFQ;
- NYC DOT, the City and their officials, agents and employees make no representation or warranty and assume no responsibility for the accuracy of the information set forth in this RFQ;
- No information contained in submissions shall be deemed confidential and such information may be shared with other governmental entities. Therefore, please do not submit any information that may be deemed proprietary in nature;
- Neither NYC DOT nor the City shall be liable for any costs incurred by any respondent in the preparation, submittal, presentation or revision of its submission. Neither NYC DOT nor the City shall be obligated to pay and shall not pay any costs in connection with the preparation of such submissions;
- All submissions shall become the property of NYC DOT and the City and shall not be returned; and
- NYC DOT at its sole discretion reserves, without limitation, the right to:
 - + Withdraw the RFQ at any time;
 - + Discuss various approaches with one or more respondents (including parties not responding to the RFQ); and
 - + Change any terms of this RFQ.

Questions

All questions may be emailed to arts@dot.nyc.gov.

Appendix A:

Artwork Types and Examples



Welcome to Chinatown-Chinatown Walk
by Dingding Hu, 2017
Chinatown Kiosk



NYC Art Stop Letters
by Angel Garcia, 2023
Summer Streets event routes



ICY SIGNS
by Steve Powers, 2015
Summer Streets event routes



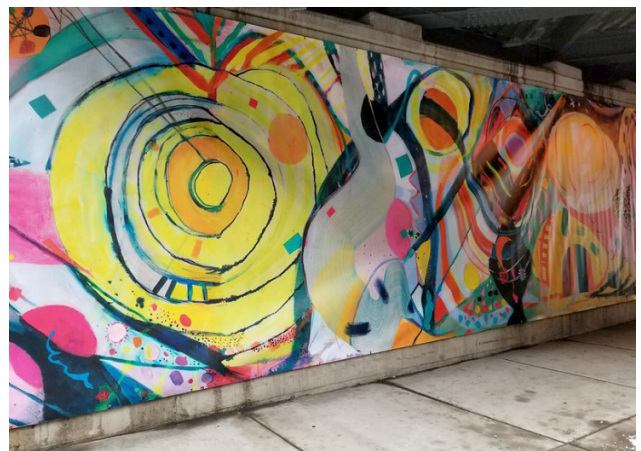
Welcome to Chinatown – Chinatown Walk
by Dingding Hu, 2017
Chinatown Kiosk



NYC Art Stop Letters
by Ebony Bolt, 2022
Summer Streets event routes



I Still Believe in Our City
by Amanda Phingbodhipakkiya, 2021
NYC DOT Art Display Cases



Focused on Infinity
by Emily Lambert, 2019
Vinyl banner on underpass wall