

Call to Artists – Request for Proposals (RFP)

Public Art Commission, Dorsay Heritage and Community Centre (DCHC),
Greenwood Heritage Library Alcoves – Indigenous Art

Deadline: **January 9, 2026, at 4 pm EDT.**



Photo of Rendering of Dorsay Community and Heritage Centre

Artist Opportunity

The City of Pickering invites Indigenous artists or teams of artists to submit proposals for the permanent installation of artwork in the Greenwood Heritage Library alcove at Dorsay Community and Heritage Centre (DCHC). Located on the Pickering Museum Village site, the building is set to open in early 2026. By embodying themes of Indigenous history and nature, this art will serve as a tribute to the land and people of Pickering. The artist(s) will be commissioned by the City of Pickering to create original artwork.

One (1) artist will be selected receiving **\$8,000 inclusive of HST**. The total budget for the project, including artist fees, materials, fabrication, delivery, one in-person community consultation, up to two rounds of revisions, the design of the artwork, the collective design of one information panel, and other associated costs is \$8,000 (inclusive of HST).

Eligibility:

As per the City of Pickering Public Art Policy (CUL 130), an artist is defined as the

designer/creator of an artistic work and can include, but is not limited to, a professional artist, graphic designer, collaborative team, architect, or landscape designer.

This call is open to all individual Indigenous artists (emerging to established and re-emerging), Indigenous artist teams or Indigenous artist collectives.

Public Art Opportunity

The City of Pickering's Cultural Strategic Plan (2014) outlines the City's commitment to collaborate with the community to celebrate our cultural diversity, heritage, and the arts; to sustain our natural environment; to foster a creative economy; and to strengthen our vibrant neighbourhoods.

Located in the north end of the municipality at the Pickering Museum Village site, the Dorsay Community & Heritage Centre (DCHC) is a new building that will bring together museum, library, and cultural services. The DCHC will include an exhibition room, multipurpose hall (including a stage), coffee bar, gift shop, City archives, an art garden, outdoor patio, and more.

The new Greenwood Heritage Library branch will offer an accessible and cozy space to read, work, or unwind. Comfortable seating with direct views of nature will offer a fresh take on the library experience. The building is to be completed in Spring 2026.

This artwork will be commissioned as public art to be permanently installed in the Library Alcoves at the DCHC.

Site Context

The City of Pickering acknowledges that it resides on land within the Treaty and traditional territory of the Mississaugas of Scugog Island First Nation and Williams Treaties signatories of the Mississauga and Chippewa Nations, including the Mississaugas of Alderville, Curve Lake, Hiawatha, and Scugog Island, as well as the Chippewas of Beausoleil, Georgina Island, and Rama.

The artwork will be located on the interior wall within alcove six (6) of the Dorsay Community & Heritage Centre in the Greenwood Heritage Library section of the community center.

DCHC will be guided by seven principles: Belonging & Wellbeing, Learning & Storytelling, Innovation, Adaption & Responsiveness, Discovery & Play,

Sustainability, and Decolonization. Designed by Hariri Pontarini, the DCHC explores the intersection of memory institutions (museum, library, gallery, and archive) into an integrated, dynamic facility which will serve as a community gathering place. Adjacent to Duffins Creek the building will feature sustainably sourced materials inspired by the existing heritage buildings located in the Museum Village including naturally aged, weathered, wood and dry-stacked field stone.

Project Brief

These artworks will stand as a testament to Indigenous heritage and acknowledge their enduring relationship with the land. Selected artists will have the opportunity to refine their initial concepts through consultation with the City, the Public Art Jury, and the Cultural Advisory Committee (CAC). The artworks will be a permanent installation, with the City seeking to purchase and assume full ownership of the completed work.

There is one (1) alcove available for installation:

Alcove Information	Dimensions
Alcove No. 6 Indigenous Peoples & History - Celebrate the traditions, cultural richness, and deep connection to nature held by Indigenous communities. The artwork should recognize and share these enduring relationships and histories.	5985 mm x 800 mm x 3600 mm

Installation of the completed artworks is slated for April 2026.



Library Alcoves



Rendering of Alcove 6, Greenwood Heritage Library, Dorsay Community and Heritage Centre

Guiding Theme

This artwork reflects the enduring connection between the land, its Indigenous peoples, and their ancestral knowledge. It invites visitors to engage with these stories and deepen their understanding of the history and cultures that continue to shape and guide this place.

Project Terms

- All artworks must be original and created by the submitting artist.
- Artists are expected to submit a rough idea that provides insight as to what the final work will look like.
- The selected artists must attend a community consultation session organized by the City.
- Absolutely no mechanical reproductions of original works are permitted.
- Digital artwork should be created at a minimum of 300 ppi.
- The format for low and high resolution images is JPG.
- Designs should not include political figures, slogans, expressions or opinions.
- The artwork content/subject/depictions must be appropriate for a general viewing audience of all ages
- Each file submitted must be clearly identified with your full name and image number.
- Artwork must be accompanied by an Artwork Image List detailing each image's title, date, material/format, dimensions, etc.
- The artist will submit a statement describing their project and process. This text may be used for educational and promotional purposes.
- Photographs containing clearly identifiable persons must submit a completed model release form with their entry.
- The City of Pickering reserves the right to replace and/or remove any artwork, at any time during the determined installation time.

Budget

Budget \$8,000 CAD inclusive of HST (maximum)* for the commissioned artwork. This is the total amount available for the commission of this permanent public artwork, all related expenses of this project including but not limited to up to 2 rounds of revisions, artist fees, all applicable taxes, detailed renderings, materials, community consultations and schedules or other expertise as required (engineering review), insurance, equipment, travel to meetings and to the site, and an artist statement for completed work.

*Funding pending approval of the 2026 Budget.

The selected artists will enter into a written agreement with the City of Pickering following the approval of the acquisition of the public art piece. This agreement will

address the artist's obligations, which include, but are not limited to:

- Materials
- Timeline
- Installation
- Maintenance and Conservation Plans
- Warranty
- Copyright, Intellectual Property and Moral Rights
- Payments to sub-contractors

Anticipated Schedule

It is expected that the commissioned artist(s) will comply with the project's general timeline dates, as stated below:

Date*	Project Phase
December 16, 2025	Issue RFP
January 9, 2025	Submissions due
February 2, 2026	Selected Artist notified* Agreement is signed *Funding pending approval of the 2026 Budget.
February 23, 2026	In-person Community Consultation Session Facilitated by the City
February 27, 2026	Exact Location and Final Artwork Design confirmation
March 2026	Project Fabrication
April 3, 2026	Artwork installation
April 10, 2026	Artwork Unveiling

*Schedule is subject to change

Technical Specifications & Design Considerations

The artworks will be located in the Greenwood Library Alcoves at the DCHC.

Artists are advised that artwork must adhere to the following specifications:

- This call targets new site-specific work.
- The work is to be inspired by the themes of the natural world, outdoor recreation, and/or local history.
- Artwork will be professionally produced on a substrate suitable for permanent indoor installation.
- Various mediums, scale, and installation techniques will be considered. The City is unable to accommodate digital and/or other A/V connected works for this installation.
- Single pieces or multiples are permitted.
- Works will be mounted to the back wall of the alcove only; hanging from the ceiling is not permitted.
- Works must have a depth measurement below 800 mm.
- Works must not pose a risk or harm to passersby.
- Due to the nature of the allotted space, final works that are outside specified dimensions will not be hung.
- The work may incorporate components; however, this should not add further to maintenance and durability.
- Designs should not include text and current political figures.
- High-resolution image files (jpgs) are required of the proposed artwork and the completed artwork.
- Fabrication will be the responsibility of the Artist.
- Installation will be undertaken by the City of Pickering.
- The City of Pickering will have reproduction rights should the work need to be replaced due to vandalism.
- The artist(s) retains sole copyright to their original artwork.
- The City may use display images of the artwork for marketing, educational, and archival purposes.
- Works submitted outside of the stipulated requirements will be removed from consideration.

Technical Requirements

All proposals must meet the following criteria:

- 1) Installations must be robust and able to be installed in a public space. The artwork will be monitored periodically by City Staff.
- 2) Based on the proposal, the work must be able to be secured directly onto the library alcove wall. The City will manage the installation of the artwork.
- 3) Artists will need to be willing to work with the project team, jury, and the

Cultural Advisory Committee on addressing any concerns that may come up during the review.

- 4) The installation should comply with safety and accessibility design standards where possible.
- 5) Artist(s) must be able to provide clear instructions for City staff to install/deinstall the work for future uses (if applicable). The City will manage the installation of the artwork.
- 6) Selected artists will be expected to provide proof of general liability insurance while on site.

Selection Process

A public art jury comprised of practicing arts professionals, Cultural Advisory Committee Members and project stakeholders will be established for the evaluation of the proposals. This is a one-stage competition. **One (1) artist will be awarded the commission.**

The Jury will recommend an artist or artistic team for the award of the commission based on the following criteria:

1. Artistic merit, including quality of work, originality, and artistic excellence in the field of temporary/permanent art.
2. Adhesion to location and expressed desire in this project; and,
3. Artist's demonstrated ability and proposal feasibility to meet the artwork goals and technical requirements, within the set timeline and budget.

The City of Pickering reserves the right to select and retain the artist deemed most appropriate for the project at its sole discretion.

Submission Requirements

Complete your RFP submission by filling out the form [here](#):

Artists are invited to respond to this RFP Call by submitting a single pdf document (max size 20 MB) including:

- **Artist Statement.** Write your statement (400 words maximum) in first person referring to relevant information only. Write about the point of your practice, materials, approaches, themes or focus, the history related to your work/approach/medium, and contemporary discourse. Consider what makes your work different, exciting, or interesting. This will help tell the

story of not only your work but you as an artist and professional.

- **Project Statement.** Describe your interest in this project specifically and share your experience in the field. You can submit a written document (500 words maximum) or record an audio or video message (MP3 or MP4 file, max 20 MB).
- **Concept Design.** These are to be rough sketches of the designs you plan to submit should you be awarded the opportunity.
- **Portfolio of Past Work.** Examples of relevant work up to ten (10) projects. You may include individual images or multiple images of each project on one page of a larger document. Please note the document should be saved as a PDF and not exceed 20 MB. The maximum number of works in the portfolio is 10. The maximum number of pages in your PDF should equal 10. For each project, please be sure to include the title, year, medium, dimensions, scope, budget, and a brief description of the piece.
- **References.** A list of at least two (2) professional references familiar with your work and working methods. The list must include name, title, complete e-mail address, and telephone number for each reference.

Accessibility

The City will provide accommodation throughout the selection process to applicants with disabilities. Please notify Ellen Tayles-Armstrong, Curator, Public Art at 905-409-0567 or etayles@pickering.ca of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

Reserved Rights of the City of Pickering

The City of Pickering, at its sole discretion, may request clarification or request additional information, as deemed necessary to evaluate the submissions. The City retains the sole discretion to determine whether a submission is responsive and if the prospective Artist or Artist Team is capable of performing the Work. The City reserves the right, at its sole discretion, to determine the number of pre-qualified Artists or Artist Teams. The City reserves the right to not proceed with awarding a contract.

Publication of Information

The City of Pickering shall have the exclusive rights to issue all public announcements regarding the competition.

Additional Information

For any additional information or questions please contact: Ellen Tayles-Armstrong, Curator, Public Art at 905.409.0567 or etayles@pickering.ca.