



City of Palestine – Tourism Marketing

825 W. Spring St.
Palestine, TX 75801

903-723-3014 / www.visitpalestine.com

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Request for Proposals – RFP 2022-027

Project: 709 Crockett Road – Reagan Park Office Wall

Artist/Artist Team Stipend: \$9,500.00

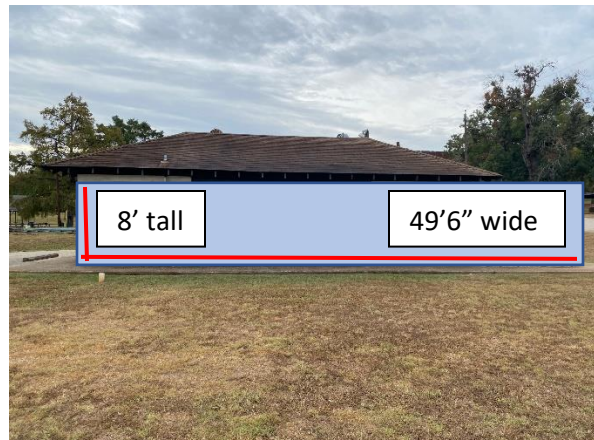
Project Summary and Requirements

To create an image representative of the anti-litter campaign Don't mess with Texas®. This mural is meant to generate conversation about keeping Texas litter free and should be used as a conversation starter for bringing people, organizations, and groups together. Individuals, groups, and organizations will be asked to utilize the mural to create messaging as it relates to their interpretation of the artwork.

The artist will be responsible for

- Preparing the base of the canvas with primer or appropriate mural material (city will coordinate cleaning the canvas prior to project start)
- Complete design and painting of the mural
- Film the process and provide video of project from start to finish.

The Texas Department of Transportation (TxDOT) will pay a \$1,000 stipend to the artist in either case. The city will supplement that stipend with extra funds of \$6,500. TxDOT will pay for the materials used to paint/install the mural up to \$2,000. If more supplies are required, the city will cover costs that exceed \$2,000 as part of the extra funds allocated above in the \$6,500 stipend. TxDOT will also license the trademarked Don't mess with Texas logo for usage. Total Project Stipend is \$7,500.00 for labor and up to \$2,000.00 for supplies (reimbursable upon receipt submission).



Project Background

Located at Reagan Park at 709 Crockett Road, and to be placed in the northeast corner of the park at the corner of Reagan Street & Crockett Road.

The projects should meet the following objectives:

- Enhance the public space.
- Provide a photo-worthy selfie station for locals and visitors to take pictures in front of.
- Serve to beautify individual buildings and neighborhoods, discourage graffiti, and add to the unique charm and character of the City.
- Draw visitors and tourists to the City.

Artist Eligibility

Preference will be given to local artists or artist teams who have experience in mural/large-scale artworks and prior experience in the creation of public art.

Requests for Modification

Upon granting the project, Artists must understand and be amenable to up to 2 minor requests changes to the artwork as requested by the Tourism Advisory Board and/or TxDOT. Examples of requests may include a slight modification of the color palette, the addition, modification, or deletion of wording and minor requests that do not change the make up of the artist's work overall.

Evaluation Criteria

The selection of an artist, or artist team, will be bases upon

- Artistic merit of the design
- Appropriateness of the design for the location, including the scale, content, color, and design in relation to the site.
- Concept promotes themes stated in project summary.
- Artist's qualifications.
- Originality of the design.

Budget

One-time \$2,000 supply stipend from TxDOT and a one-time artist stipend of \$1,000 also from TxDOT. There will be a 2-part payment stipend from the City of Palestine totaling of \$6,500 for a full project budget of \$9,500. Artists should consider this in the design, materials, and time to be spent on the project. Artist will be responsible for obtaining all the materials necessary to complete the project. All materials used on the project should be able to last a minimum of 60 months and should be of materials that can withstand the elements of the region. A permit is required, however the City of Palestine permitting fee will be waived for projects awarded under this Program. The artist must also agree that in lieu of anti-graffiti coating, the artist will return upon request within the 60-month contract period to repair any tagging that may occur on the artwork.

Timeline – subject to change

Monday, November 28, 2022, at 1:00 p.m. – Deadline for submission of proposals

Tuesday, December 13, 2022, at 4:00 p.m. – Review, selection, and potential contracting of the artist/artist team.

December 15, 2022, through February 15, 2023, or sixty (60) days upon completion of all parties signing the contract – Painting of the mural.

Submission Guidelines

Bid Response Requirements: The detailed requirements set forth are mandatory. Failure to respond to a specific requirement will result in disqualification. The City of Palestine, TX and TxDOT reserves the right to accept or reject any or all proposals. Proposers are reminded that proposals will be considered exactly as submitted. Points of clarification will be solicited from proposers at the discretion of the City of Palestine, TX and during the review process at the Tourism Advisory Board Meeting held on the date listed above. Those proposals determined not to be in compliance with provisions of this RFP and the applicable law and/or regulations will not be reviewed by the board for consideration.

City of Palestine, TX reserves the right to enter negotiations with a single artist/artist team OR may create a short list of artists, based upon qualifications and pricing, and may conduct interviews, engage in further discussion, or negotiate pricing terms.

Up to 3 design variations to the same rendering may be submitted per proposal and should include:

1. A preliminary concept drawing and narrative. The narrative should convey the artistic intent, colors, style of work, etc. Please include each image as a .jpg and label with the artist's last name, image number and image title. For example: Smith_01.jpg, Smith_02.jpg etc. Images must be 1028x728 pixels (or smaller) and least 72 dpi.
2. Timetable for completion of the mural.
3. Cost Breakdown - Provide a fee schedule, including hourly rates for the completion of project.
4. Contact information (resume and artist statement are helpful and encouraged)
5. Sample Documents: Examples of other relevant works and/or reviews of similar works. Maximum of 5 images. Please send each image as .jpg and label with the artist's last name, image number and image title. For example: Smith_01.jpg, Smith_02.jpg etc. Images must be 1028x728 pixels (or smaller) and least 72 dpi.
6. Suggested plan for utilizing community volunteers to assist with painting the mural, if applicable.

Delivery: Proposals must be sealed. Proposals may be mailed or hand-delivered to the City of Palestine, City Secretary. Sealed proposals for the Mural Arts RFP 2022-027 are due to the City Secretary's Office by 1:00 p.m. on Monday, November 28, 2022.

Please include on the sealed bid envelope:

"SEALED RFP 2022-027 - TO BE OPENED: MONDAY, NOVEMBER 28, 2022, at 1:30 P.M."

Proposals received after this time will be returned unopened. The City reserves the right to reject any and all proposals, to request additional information concerning any proposal for purposes of clarification, and to waive any irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any cost incurred by respondents in the preparation of the proposal. Furthermore, this RFP does not obligate the City to accept or contract for any implied services.

Mailing Address and Hand Delivery Address:

April Jackson, City Secretary
ATTN – SEALED RFP 2022-027 TO BE OPENED: November 28, 2022, AT 1:30 P.M.
504 N. Queen Street
Palestine, TX 75801

Your proposal shall be governed by the following schedule:

Mural RFP 2022-027

Monday, November 28, 2022, AT 1:00 P.M., Central Standard Time (“CST”)
Sealed, written proposals due at Palestine City Secretary’s Office. Proposals received after this time will not be considered.

Wednesday, November 23, 2022, at 5:00 p.m., CST
Deadline for inquiries, questions, requests for information, or pre-proposal conference with the City Manager and staff. All questions must be submitted in writing to Therrera@palestine-tx.org and Mraum@palestine-tx.org.

Monday, November 28, 2022, AT 1:30 P.M., CST
Opening of sealed RFPs during the Palestine City Council meeting. To be considered for this engagement you must meet the qualifications and satisfy the requirements set forth in this RFP.

Communications/Inquiries: All communications regarding the submission of your proposal are to be in writing directly to Mary Raum at mraum@palestine-tx.org.

Proposals will be reviewed by Staff the week of November 29 through December 8, 2022, and will be presented to the Tourism Advisory Board for evaluation and selection on December 14, 2022, at 4:00 p.m.

Review and Right of Refusal

City of Palestine, TX will evaluate the proposals based on the factors outlined within all requested documentation, which shall be applied to all eligible, responsive proposals in selecting the successful submitter. Proposals will remain in effect for 90 days. Proposals cannot be altered or amended after the submission deadline. Any interlineations, alterations, or erasures made before bid opening must be initialed by the signor of the proposal, guaranteeing authenticity.

City of Palestine, TX reserves the right to disqualify any proposal for, but not limited to person or persons it deems as non-responsive and/or non-responsible; a failure to respond to each section; or whose experience does not describe the competencies required.

Example format of submission:

Concept Drawings: Concept drawings can be submitted as an attachment

Narrative: The narrative should convey the artistic intent, colors, style of work,

Timetable for completion of the mural:

Cost Breakdown: Provide a fee schedule, including hourly rates for the completion of project.

Contact information (resume and artist statement are helpful and encouraged)

Sample Documents: Examples of other relevant works and/or reviews of similar works. Maximum of 5 images. Please attach images and label with the artist artist’s last name, image number and image title. For example: Smith_01.jpg, Smith_02.jpg etc. and a brief description of the image for context.