



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 2022-028

Project: 315 W Spring Street – Old O’Neill Hotel Wall facing Zipps Liquor parking lot

Artist/Artist Team Stipend: \$2,350.00 - \$12,750.00

Project Summary and Requirements

The wall facing the parking lot at Zipps Liquor has a fading mural that will be painted over. The theme of the mural should be relative to the subject matter listed on the Texas Historic Marker located onsite. The narrative on the marker reads:

“Since 1872, the railroad has been a defining aspect of Palestine. During World War II, with the town more than a hundred miles from the nearest military installation, the railroad gave local citizens the opportunity to show their support to trainloads of soldiers passing through the city. In June 1942, area residents organized a service group inspired by, but independent from, the United Service Organizations (USO). Zula Hanks oversaw the fundraising, chaperoning and management of the club, operated by scores of local women. Volunteers offered refreshments, letter-writing materials, music, dancing and conversation in the club's room at the O'Neil Hotel at this site across Spring Street from the railroad tracks. The women also took sandwiches and cookies to distribute to the soldiers unable to leave the trains. Additionally, the Palestine group financially supported a separate Negro Service Club that served African American troops who often rode at the back of the trains farther down the line from this point. Military service people from around the country voiced their gratitude for Palestine's hospitality through recorded messages on "Recordgrams" and in countless letters. The volunteers continued their outpouring of support through the final days of the war, and the last troop train came through town on January 1, 1946. Today, the story of the Palestine club demonstrated the community's commitment to World War II service on the home front. (2006)”

The theme for this mural is to showcase the hospitality shown to our service men at the time as depicted in the marker. Proposals will be accepted for full canvas and partial canvas ideas as the wall has columns that can allow for different vignettes across the length of the wall, or the entire wall can be one submission. 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 artist stipend for this wall begins at \$2,350.00 for the smallest canvas and is broken out by segment up to \$12,750.00 as outlined. 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 murals must be in compliance with the City of Palestine Code of Ordinances.



Canvas 1:	approximately 18' 11" w X 12' 10"h	242 ¼ square feet	\$4,850.00
Canvas 2:	approximately 11' 6" w X 12' 10"h	147 square feet	\$2,950.00
Canvas 3:	approximately 9' 3" w X 12' 10"h	118 square feet	\$2,350.00
Canvas 4:	approximately 10'3" w X 12' 10"h	130 square feet	\$2,600.00

Project Background

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 the property owner. 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

The total amount to be paid to the artist is a stipend up to \$12,750.00, inclusive of the design and painting process. 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 2022-028 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 2022-028 - 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 2022-028 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:

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'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.