



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 2021-007

Project: South Palestine Herald Press Parking Lot Footing Wall

Artist/Artist Team Stipend: \$9,000.00

Project Summary and Requirements

The parking lot footing wall located on the west side of the Palestine Herald Press parking lot.

The theme for this mural is to showcase the history of Palestine in a timeline format using primarily images that mark historic significance. The goal of this canvas is to allow for visitors and residents to learn and understand the progression of Palestine from 1846 to current day. This canvas will also require the incorporation of QR codes that viewers can scan which will lead to a landing page with a more in-depth detail of the image featured of the artist choosing. The City of Palestine will provide the QR code decals that will be applied and will host the landing page and maintain the content listed upon direction by the artist. 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 is \$9,000.00. 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.

Project Background

The location is a south facing wall footing for the Palestine Herald Press parking lot located at 519 N. Elm St. comprised of painted concrete. The location serves as a wall in a parking lot in Old Town Palestine. The mural can incorporate some of the original artwork, but refreshed, or it can be a completely new design.

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 various backdrops.
- 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.

The goal of the mural project is to: showcase the history of Palestine in a timeline format using primarily images that mark historic significance. The goal of this canvas is to allow for visitors and residents to learn and understand the progression of Palestine from 1846 to current day. This canvas will also require the incorporation of QR codes that

viewers can scan which will lead to a landing page with a more in-depth detail of the image featured of the artist choosing.:

- Large trapezoidal wall facing south to the Crawford Street at the corner of Crawford and Elm St.



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.

Evaluation Criteria

The selection of an artist, or artist team, will be based 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 is \$9,000.00, 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.

Timeline – subject to change

Monday, October 11, 2021, at 3:00 p.m. – Deadline for submission of proposals

Tuesday, October 26, 2021, at 4:00 p.m. – Review, selection, and contracting of the artist/artist team.

October 27, 2021, through December 22, 2021, 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 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 must be completed on the form attached labeled Submission Form:

1. A preliminary concept drawing and narrative. The narrative should convey the artistic intent, colors, style of work, etc. Please include each image and label with the artist's last name, image number and image title. For example: Smith_01 Image A, Smith_02 Image B, etc.
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 2021-008 are due to the City Secretary's Office by 3:00 p.m. on Monday, October 11, 2021.

Please include on the sealed bid envelope:

“SEALED RFP 2021-008 - TO BE OPENED: MONDAY, OCTOBER 11, 2021, at 5:30 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:

Teresa Herrera, City Secretary
ATTN – SEALED RFP 2021-008 TO BE OPENED: OCTOBER 11, 2021, AT 5:30 P.M.
504 N. Queen Street
Palestine, TX 75801

Your proposal shall be governed by the following schedule:

Monday, October 11, 2021, at 3:00 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, October 6, 2021, 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, October 11, 2021, at 5:30 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 October 12 through October 20, 2021, and will be presented to the Tourism Advisory Board for evaluation and selection on October 26, 2021, 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.



Mural Arts Submission Form
Mural RFP 2021-007
South Palestine Herald Press Parking Lot Footing Wall

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 include images and label with the artist artist's last name, image number and image title. For example: Smith_01 Image A, Smith_02 Image B, etc. and a brief description of the image for context.