



City of Palestine – Tourism Marketing

825 W. Spring St.

Palestine, TX 75801

903-723-3014 / www.visitpalestine.com

Notice is published in Palestine Herald-Press in the Saturday, July 17, 2021, and Saturday, July 24, 2021, editions.

Request for Proposals – RFP 2021-005

Project: Palestine Herald Press Parking Lot Footing Wall

Artist/Artist Team Stipend: \$15,000.00

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 segment the long wall space into a minimum of 4 sections and create print patterns that represent the cultural heritage of the residents of the City of Palestine. The goal of this canvas is to allow for visitors and residents a backdrop for photos no matter where they stand in front of the wall. This canvas requires community involvement and should be planned as a paint by numbers project. 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)
- drawing out the design and numbering for the community paint day
- overseeing the community paint day including providing instructions and assisting volunteers in the process. Should be a minimum of a 4-hour workday for volunteers to come and go.
- clean up the lines to the original specifications after the community paint day and complete the finish work.
- Applying an anti-graffiti coating over the full mural.
- Film the process and provide video of project from start to finish.

The artist stipend for is \$15,000.00. 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

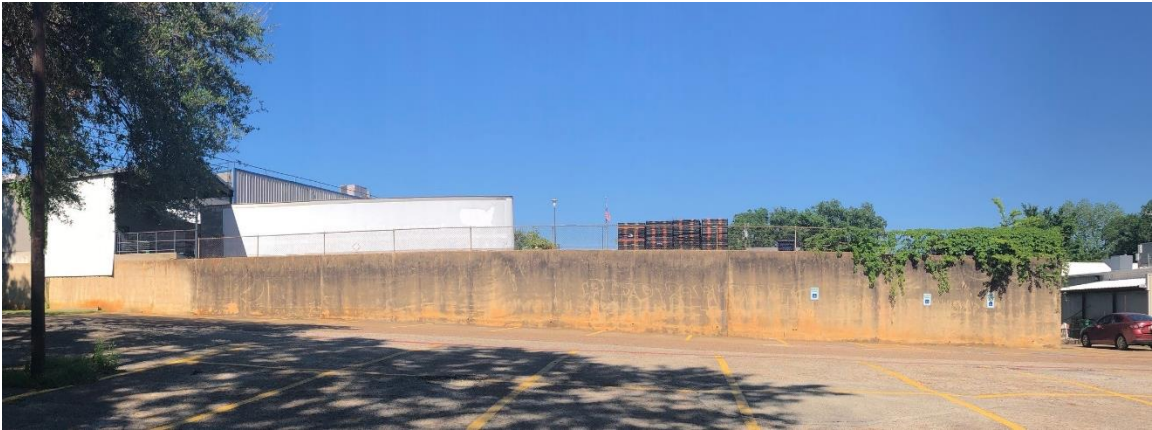
The location is a wall footing for the Palestine Herald Press parking lot located at 519 N. Elm St. comprised of raw concrete. The location serves as a wall in a parking lot in Old Town Palestine.

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: complete a minimum of 4 different patterns across the length of the space that represent the cultural heritage of the residents of the City of Palestine, Texas:

- Large rectangle wall facing west to the parking area for Cream & Coffee and Wells Creek Crossing



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 \$15,000.00, 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, August 9, 2021, at 3:00 p.m. – Deadline for submission of proposals

Tuesday, August 17, 2021 at 4:00 p.m. – Review, selection, and contracting of the artist/artist team.

August 18, 2021, through October 16, 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 may 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. Those proposals determined not to be in compliance with provisions of this RFP and the applicable law and/or regulations will not be processed.

City of Palestine, TX reserves the right to enter negotiations with a single artist 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.

Multiple designs may be submitted and must include:

1. A preliminary concept drawing and narrative. The narrative should convey the artistic intent, colors, style of work, etc. Please send 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 2021-005 are due to the City Secretary's Office by 3:00 p.m. on Monday, August 9, 2021.

Please include on the sealed bid envelope:

"SEALED RFP 2021-005 - TO BE OPENED: MONDAY, AUGUST 9, 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 2021-005 TO BE OPENED: AUGUST 9, 2021, AT 5:30 P.M.
504 N. Queen Street
Palestine, TX 75801

Your proposal shall be governed by the following schedule:

Monday, August 9, 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, August 4, 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, August 9, 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 August 10 through August 16, 2021, and will be presented to the Tourism Advisory Board for evaluation and selection on August 17, 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.