



Request for Qualifications

Community Mural Project

Issuing Entity: City of Springfield
405 North Main Street
Springfield, TN 37172

Contact: Questions regarding this solicitation should be directed to:
Asailio "Ace" Timmermeier
(615) 382-2200
ace.timmermeier@realspringfieldtn.com

Released: September 25, 2023

I. PURPOSE

The City of Springfield, TN (“City”) invites qualified artists or artist teams to submit their qualifications for the creation of a culturally relevant community mural project. This project aims to enhance the aesthetic appeal of our city while fostering a sense of pride and community engagement.

II. SUBMISSION INFORMATION

One (1) hard copy of the proposal, marked on the outside of the envelope “Request for Qualifications – Community Mural Project” should be delivered to:

City of Springfield
Attn: City Recorder
405 North Main Street
Springfield, TN 37172

A digital version of the proposal must also be submitted via email to the following email addresses:

City of Springfield, City Recorder Lisa Crockett: lisa.crockett@springfieldtn.gov
Springfield Tourism, Ace Timmermeier: ace.timmermeier@realspringfieldtn.com

The proposals must be received (not postmarked) no later than noon central time zone on October 25, 2023.

The City of Springfield reserves the right to reject any or all proposals submitted.

III. PROJECT SCHEDULE

The following is an outline of the anticipated schedule for qualification review and contract award:

Request for Qualifications Issued	September 25, 2023
Proposal Submittal Deadline	October 25, 2023
Interviews (conducted at City’s discretion)	October 26-27, 2023
Contract awarded by Board of Mayor and Aldermen	November 21, 2023

Additional project and timeline details are outlined below in section V.

Note: The City reserves the right to modify the schedule.

IV. BACKGROUND

The City of Springfield was incorporated in 1819. Springfield is a historic, economically and racially diverse community located 30 minutes north of downtown Nashville, TN. Springfield is the county seat of Robertson County, one of the largest agricultural producing counties in the State of Tennessee. The city encompasses 13.4 square miles and serves a population of approximately 19,000 residents.

The proposed mural will be installed at the bridge overpass of Memorial Boulevard at the Springfield Greenway. The City of Springfield proposes to install a culturally relevant mural on the concrete wall and column portions of the bridge that the Springfield Greenway tunnels through. The concrete surface will be prepared by community volunteers. The qualified artist or artist team will install the mural. Installation of this mural is an effort to reduce illegal and inappropriate graffiti; we are currently experiencing repeated vandalism at this location.

V. SCOPE OF WORK

1. The artist or artist team will design and paint a mural which encompasses the entire length of the solid wall measuring 75' long, 12' tall (~900sqft), plus three (3) of the concrete columns.
2. The artist or artist team shall design the mural to reflect the overall tourism branding of the City, incorporating culturally relevant elements as interpreted by the artist or artist team. Some examples could include, but are not limited to, the following:
 - Current and past events (156th Annual Robertson County Fair, Annual Freedom Fest Celebration, 1st Friday Night Markets, Rodeo, Truck and Tractor Pull, etc.);
 - Historic downtown, including the courthouse and Jail Alley;
 - Agriculture, farming, area century farms, farmers market and farm stores;
 - Iconic smoking barns;
 - Springfield-Robertson County Airport;
 - Rolling green hills to caves;
 - Outdoor activities, Sulphur Fork Creek, Carr Creek, Wartrace Lake and Creek, disc golf, golf, tennis, splash pad, elements of the Springfield Greenway;
 - Friday Night Lights – football;
 - Most Tennessee state symbols (amphibian: TN cave salamander; reptile: eastern box turtle; beverage: milk; wildflower: passionflower/maypop; insects: honeybee, ladybug and firefly; fruit: tomato; flowers: purple iris and cone-flower; trees: tulip poplar and eastern red cedar; wild animal: raccoon; birds: mockingbird and bobwhite quail; butterfly: zebra swallowtail; fish: smallmouth bass and channel catfish; horse: TN walking horse; gem: TN river pearls; rock: limestone; mineral: agate);
 - Springfield's year of incorporation: 1819.
3. The artist or artist team will provide all necessary equipment and supplies for the Mural, including transportation of all equipment and supplies to/from the Mural Location. The City will provide scaffolding or a lift for the use at the mural Location.
4. The City agrees to assist the artist or artist team in site-preparation of the Mural Location, including (i) pre-cleaning and patching at the Mural Location and (ii) painting a base-coat primer at the Mural Location, as necessary. Upon completion, the City agrees to install an anti-graffiti coating at the Mural Location.

SCOPE OF WORK TIMELINE & EXPECTATIONS

The City has been awarded a grant through the TN Arts Commission to assist with expenditures related to this project. This project must be completed no later than May 10, 2024 to ensure compliance with the TN Arts Commission Rural Arts Project Support (RAPS) grant reporting requirements.

VI. EVALUATION CRITERIA

Submittals must include the following:

1. Basic Information. Provide the following information:
 - a. Contact person, artist or artist team, address, phone number, fax number (if applicable), website, and email address.
 - b. Subconsultant or firm name(s) and contact information, if applicable.
 - c. Location of office(s) that will be primarily involved in completing the scope of work including the location of artist or artist team and assigned areas of responsibility in completion of the scope of work.

2. Artist or Artist Team Experience. Provide the following information:
 - a. Provide a narrative description of the artist or artist team and why it or they are best qualified to provide the desired services.
 - b. Describe the general experience and specializations of the artist or artist team.
 - c. Identify specific experience with development of a tourism brand and development of a tourism master plan.

3. Team. Identify and describe tasks assigned to and qualifications of each team member.

4. Approach. Provide a narrative description summarizing the desired approach the artist or artist team intends to undertake. This should include a summary of the steps to be completed to accomplish the scope of work and the artist or artist team's understanding of the project requirements.

VII. EVALUATION CRITERIA

Proposals will be ranked based upon the merits of the written proposal and the qualifications and experience of the artist or artist team. Each reviewer will use a rubric scoring tool to award a score based on a 100-point scale as follows:

- a. Qualifications. (40)
- b. Experience. (35)
- c. Approach. (25)

VIII. SELECTION PROCESS

City staff will evaluate each submission and may select an artist or artist team to interview. Following the staff evaluation, including interviews and fee schedule negotiation, the City Manager will recommend the artist or firm most qualified to the Board of Mayor and Alderman ("Board") for official contract award.

VIV. GENERAL TERMS & CONDITIONS

The City reserves the right to modify or cancel the selection process or reschedule at any time. Additionally, the City may seek clarification or additional information from respondents. This RFQ shall not be construed as a contract or a commitment of any kind. The City shall not be held responsible for the costs incurred by anyone in the preparation or submittal of a response to this RFQ.