

PURCHASING DEPARTMENT
101 EAST 11th STREET, STE. G-13
CHATTANOOGA, TENNESSEE 37402
CITY HALL

Request for Proposals for the City of Chattanooga, TN

*Proposals will be received at 101 East 11th Street, Ste. G-13, Chattanooga, TN, 37402,
Until 4:00 p.m. E.S.T. on April 13th, 2017.*

Requisition No.: RFP – 150227
Ordering Dept.: Public Art
Buyer: Deidre Keylon / dmkeylon@chattanooga.gov
Phone No.: 423- 643-7231; Fax No.: 423- 643-7244

Request for Proposals: Oak Hills Mural Project

REQUEST FOR PROPOSALS MUST BE RECEIVED
NO LATER THAN
4:00 PM E.S.T. on April 13, 2017

The City of Chattanooga reserves the right to reject any and/or all proposals, waive any informalities in the proposals received, and to accept any proposal which in its opinion may be for the best interest of the City.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color or national origin.

The City of Chattanooga (COC) Terms and Conditions posted on the website are applicable:
<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

NOTE: ALL PROPOSALS MUST BE SIGNED.

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE US WITH THE FOLLOWING:

Company Name: _____
Mailing Address: _____
City & Zip Code: _____
Phone/Toll-Free No.: _____
Fax No.: _____
E-Mail Address: _____
Contact Person: _____
Signature: _____



REQUISITION# 150227

Issued by the City of Chattanooga

Oak Hills Mural Project

CHATTANOOGA, TN

OPEN CALL TO ARTISTS

Deadline: April 13th, 2017, 4:00 PM EST

Proposal Honorarium: \$500

Project Budget: \$15,000

OVERVIEW:

Public Art Chattanooga is seeking qualifications from artists or artist teams for the commission and installation of a mural at Milliken Park in Chattanooga, Tennessee. Up to three finalists will be selected to develop concept proposals for this project. Each finalist will be paid a \$500 stipend for concept designs. The project budget for the awarded commission is \$15,000. The Oak Hills Mural will provide a transformative and dynamic visual anchor to this neighborhood park. This project is made possible with generous grants from the Benwood Foundation, the Footprint Foundation and the City of Chattanooga.

PROJECT DETAILS:

Through PAC's Art in the Neighborhoods program, the Oak Hills neighborhood association was awarded funding to develop meaningful public art project(s) in their community. PAC has worked actively with the Oak Hills neighborhood association, gathering community input and laying the groundwork for public art projects within Oak Hills. As the second of two projects, PAC will commission an artist/artist team to design and install a mural on two newly constructed walls at the entrance of Milliken Park--a recently revitalized park that includes large shade trees, a playground, walking trail, and ballfields.

Two walls measuring 5' H x 30' L will extend in both directions from an existing brick entry at the corner of W 45th Street and Central Avenue. See page 10 for wall construction materials. Construction of these walls will begin late February to March. Artist designs should address both sides of the wall, facing the playground as well as the street. Successful applicants must also demonstrate the technical knowledge related to best practices for wall preparation techniques.

(FUTURE) ARTWORK VISION:

The neighborhood would like to see a mural that celebrates their community. The mural should also attract and draw Oak Hills residents to the park creating a vibrant and safe space for play and recreation in an industrial part of the neighborhood.

(FUTURE) ARTWORK GOALS:

- Serve as a strong visual anchor.
- Speak to rebirth, revitalization, and renewal.
- Artwork should celebrate the community and spirit of the neighborhood.

- Add life and color to the neighborhood.
- Fit well within the context of the site (in terms of scale and design or theme).
- Be durable to outdoor weather conditions, graffiti resistant, and should not cause any damage to the structure or surface on which it is installed.
- Add to the diversity of the City of Chattanooga's growing public art collection.

SITE: Milliken Park



PROJECT BACKGROUND

ABOUT OAK HILLS NEIGHBORHOOD:

Oak Hills is a small neighborhood located within Alton Park, South Chattanooga and nestled between St. Elmo, Downtown Chattanooga, and Rossville, GA. Its story echoes that of many former industrial areas. At the end of the nineteenth century, two large farms occupied the broad valley south of the Chattanooga city limits between Chattanooga Creek and Hawkins Ridge. Due to the level land and the proximity to Chattanooga Creek, the area attracted the attention of manufacturing as Chattanooga's industrial output surged at the turn of the 20th Century. Its access to rail and road transportation, utilities and a large workforce in the surrounding community made Oak Hills & Alton Park uniquely positioned to sustain industrial development. At one time, Alton Park was served with three railroads, including an extension from the Central of Georgia and the TAG Railroad that went down through Chattanooga Valley to Gadsden, Ala.

Since Chattanooga's manufacturing sector began to decline in the 1970s, the area has continued to see economic decline and faced the challenges that come along with it. Today, the neighborhood's demographics are 95% African-American, 67% are family households, and 43% of those families have children under 18. The neighborhood has taken initiative to enliven their own community by participating in the City's Neighborhood University program. The City of Chattanooga has recently invested in the area through the redevelopment of Bell Park and a \$2.2 million greenway along an old rail line which will connect Alton Park & Oak Hills with the Tennessee Riverwalk.

ABOUT ART IN THE NEIGHBORHOODS:

Art in the Neighborhoods (AIN) is a pilot program within the City of Chattanooga's department of Economic and Community Development (ECD). Because public art is a proven a tool for positive economic and community impact, the purpose of AIN is to help neighborhoods generate unique

public art projects in their community that have the ability to beautify and enliven streets, parks and community centers; enhance and improve public spaces; and create neighborhood identity and community pride. AIN is co-produced by ECD's Neighborhood University and Public Art Chattanooga (PAC), managed by PAC, and funded by the City of Chattanooga, the Benwood Foundation and the Footprint Foundation.

To learn more about Public Art Chattanooga, please visit: www.publicartchattanooga.com

To learn more about the City of Chattanooga, please visit: www.chattanooga.gov

PROJECT TIMELINE:

February 27, 2017	Announcement of RFP
April 5th, 4:30 PM EST	Deadline for questions
April 13th, 4:00 PM EST	Deadline for receipt of application materials (no exceptions)
Week of April 24th - 28th	Review of qualifications and selection of up to 3 semi-finalists
June 9th	Semi-Finalists Final Proposals Due
August 2017	Installation

ANSWERS TO QUESTIONS:

Questions must be submitted by e-mail to Deidre Keylon **no later than 4:30 p.m. on April 5, 2017.** All questions will be answered by an Addendum which will be posted to the website with the solicitation document soon after the deadline for questions.

SELECTION PROCESS & CRITERIA:

An ad hoc selection panel including representatives from Oak Hills Neighborhood Association, the Public Art Committee, neighborhood residents and business owners will review all submissions for the project and will select up to three artists to develop site specific proposals.

Panelists will use the following criteria in the selection process:

- Artistic Excellence;
- Originality: creativity and uniqueness demonstrated in previous projects;
- Quality and craftsmanship exhibited by past work;
- Appropriateness of artwork media and scale relative to site;
- Maintainability: structural and surface soundness, durability and resistance to vandalism, weathering, excessive maintenance, repair costs;
- Consideration of the Oak Hills community;
- Appropriateness for placement in an urban setting;
- Public safety;
- Feasibility: artist's proven track record/ability to complete the work on time and within the budget;
- Submittal of all required application materials as outlined in this RFQ.

ELIGIBILITY:

This RFQ is open to all professional artists and artist teams over the age of 18, who currently reside in the United States. Local artists are strongly encouraged to apply.

APPLICATION DEADLINE:

Applications must be received (electronically, hand delivered, or mailed) **no later than April 13th, 2017, 4:00 pm EST**. Refer to page 5 and 6 for application procedures. The application can be found on page 7 of this document or downloaded at: <http://www.chattanooga.gov/public-art/about/opportunities>

SUBMISSION REQUIREMENTS:

Proposals must be submitted electronically, by mail, or hand delivered and must include two copies of all printed materials. Materials should be single-sided and must include the following:

1. Completed and signed **cover page** (included on page 1), completed and signed **application form** (included at the end of this RFP on page 7), **AND** completed and signed any and all **addenda pages** (addenda pages are additional instructions that can be added to a solicitation until 48 hours before the due date).
2. Current Résumé (two-page limit).
3. Letter of Interest briefly addressing how you would approach the project. This document should be no longer than one page (single-spaced, 1-inch margins, 12 pt. font). Please be sure to include a description and specifications for the type of paints, anti-graffiti coatings and any other materials you may plan to use should you be selected for this commission.
4. List of professional references (at least three): Please include name, address, phone number, and email address for each individual. If submitting as a team, please include one resume for each team member.
5. Files must be PC Compatible.
6. If you are submitting electronically, you must either use the shared Google folder (instructions included below) or send a flash drive. We do not have readers for any other type of electronic storage, including CD discs. To use the shared Google folder, you may be asked to set up a Google account. To submit electronically using a Google folder, a Google account is required (which is free of charge). If you are not willing to set up a Google account, you must submit your proposal by other means.
7. All flash drives must be labeled with the applicant's name.
8. Every image file must be titled first with the number of the image in the order to be viewed (use "0" in front of single-digit numbers), followed by the artist's last name [for example: 01_Smith; 02_Smith]. The numbers must correspond to the annotated image list.
9. Annotated Image List: Please include the artist's name as a heading, and a brief description of each image, including title and original medium.
10. Please do not submit paper materials in plastic covers, binders, or folders. Use only paper clips to bind your materials.
11. Please write "**REQUISITION# 150227**" on the outside lower left-hand corner of the envelope before mailing application materials.

ELECTRONIC SUBMISSION REQUIREMENTS:

If you plan to submit your response electronically, you must follow these instructions:

1. Email Deidre Keylon at dmkeylon@chattanooga.gov stating that you would like to submit your response electronically. Include your return email address. (continued next page)

2. You will receive an email from Deidre Keylon (via Google Drive). This email will contain a link to a unique folder in the City of Chattanooga Google Drive.
3. Click on the Folder Link in the email to be taken to the Drive.
4. When prompted, "drop" your file into your unique folder.
5. This folder will remain sealed and secure until the stated deadline, after which time it will be opened.
6. If you have any questions, please call 423- 643-7231 or email dmkeylon@chattanooga.gov.

TERMS:

- The City of Chattanooga and the Public Art Committee accept no responsibility for the loss or damage of artist submission materials.
- The City of Chattanooga and the Public Art Committee accept no responsibility for costs incurred by the artist in responding to this Call to Artists.
- Selected artists/teams will be required to meet contract terms and scopes.
- It is further understood that all budgets include travel costs. No additional and/or contingency funds will be available.
- Respondents to this Call to Artists agree to abide by the terms and conditions of this Call.
- Design proposals and their copyright will belong to artists. The City of Chattanooga reserves the right to use images of the designs and information from the written proposals for review and project promotional purposes, and the final bus shelter wraps and exhibition of the designs in the City's permanent art collection.
- No submitted materials will be returned.

CHECKLIST OF REQUIRED SUBMISSION MATERIALS (details above):

1. Completed and signed RFP **cover page**
2. Completed and signed **application form**
3. Completed and signed **addenda pages**
4. Current **Résumé**
 1. **Letter of Interest**
 2. List of professional **references**
 3. **Images**
 4. Annotated **Image List**
 5. **Iran Divestment Act Form**

SEND APPLICATION MATERIALS AND DIRECT QUESTIONS TO:

Purchasing Department
 City of Chattanooga
 ATTN: Deidre Keylon
 101 East 11th Street
 Suite G13
 Chattanooga, TN 37402
dmkeylon@chattanooga.gov (NO SUBMISSIONS ACCEPTED VIA EMAIL)
 (423) 643-7231 phone
 (423) 643-7244 fax

****Applications must be received electronically, by mail or hand-delivered
 by April 13th, 2017, 4:00 pm EST. No exceptions.****

Application Form: Oak Hills Mural Project

Please complete this form and include it with all of the required application materials.

Applicant's Name: _____

Mailing Address: _____

City: _____ State/Country: _____ Zip/Postal Code: _____

Phone: _____ Cell/Mobile (optional): _____

E-mail address: _____

Website (optional): _____

Submitted Materials Status (if applicable):

_____ I would like for my submission to be retained for future commission opportunities.

Please do not submit original artwork. Submission materials will not be returned.

I understand and agree to all of the terms of this RFQ / Call to Artists.

Signature and Date:

**Application materials may be submitted electronically, by mail, or hand delivered by
April 13th, 2017, 4:00 p.m. EST.**

FOR ADDITIONAL INFORMATION, CONTACT:

Deidre Keylon

Buyer | City of Chattanooga

Purchasing Division

101 East 11th Street, Suite G13

Chattanooga, TN 37402

(423) 643-7231 phone

(423) 643-7244 fax

dmkeylon@chattanooga.gov (NO SUBMISSIONS ACCEPTED VIA EMAIL)

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.

Vendor Disclosure and Acknowledgement

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED) _____

(PRINTED NAME) _____

(BUSINESS NAME) _____

(DATE) _____

Milliken Park Mural Wall Schematics



Mural Wall Detail

