

City of Livingston

CITY OF LIVINGSTON REQUEST FOR PROPOSAL (RFP) 20007

CALL FOR ART

**DEADLINE FOR RECEIVING PROPOSAL
APRIL 3, 2023 at 2:00 PM**

**CITY OF LIVINGSTON CONTACT PERSON
Grant Gager – City Manager
ggager@livingstonmontana.org**

I. INVITATION TO SUBMIT PROPOSALS

Date of Request: Wednesday March 1, 2023

Due Date for Proposals: Monday April 3, 2023 at 2:00 pm mountain time

The City of Livingston (City) is seeking an artist, or group of artists, to design, construct, and incorporate a site specific public art mural into the railroad underpass in downtown Livingston, Montana. The underpass transits from Main Street to B Street north of Park Street in the City.

Copies of the RFP in PDF format may be obtained on line at <https://www.livingstonmontana.org/rfps> or by submitting an email request to the following:

EMAIL: ggager@LivingstonMontana.org
SUBJECT: Livingston Underpass Call For Art

All questions regarding this project prior to opening of proposals shall be directed to Grant Gager at ggager@livingstonmontana.org.

The City reserves the right to reject any and all proposals or any part thereof, to waive any formalities or informalities and further, to award the services to the most responsive and responsible Proposer, according to the City’s evaluation and as deemed to be in the best interest of the City. The City may opt to conduct interviews at its own discretion following the proposal deadline.

II. PROJECT DESCRIPTION

The railroad underpass provides pedestrian and vehicular access to the north side of the City of Livingston. The City of Livingston is looking for a qualified Artist to create, construct, and integrate a site specific mural into the underpass.

III. PRELIMINARY PROJECT SCHEDULE

As a guideline, the City anticipates the following schedule:

Milestone	Date
Posting on City of Livingston’s Website	Wednesday March 1
Proposal Due	Monday April 3
Review of City Commission	Tuesday April 18
Installation of Mural	May or June 2023
Mural Installation Completion	July 2023

IV. SCOPE OF SERVICES

The successful Artist will be responsible for the design and construction of a mural on the underside of the Railroad underpass that meets the design and quality specifications of the City. The selected contractor will be required to perform the following tasks:

- Design/Creation
 - Provide drawings showing general design themes and elements and calling out all materials. The drawings need not be the final design but should be representative of the final product and provide the City an understanding of what to expect. The artist should expect one round of review with the City before the initial draft sketch is finalized.

- Materials will need to stand up to both weather and graffiti while being safely displayed on the underpass.
- Construction
 - Pre-Construction Meeting
 - Site Preparation necessary for art install (the City will wash the site before installation).
 - Supply Construction Materials:
 - Provide all materials and labor necessary for construction of art

V. PROJECT DELIVERABLES

The following deliverables are required for successful execution of the project.

- Draft Drawing/Sketch
- Final Drawing/Sketch
- Installed Site Specific Public Art Mural

VI. PROPOSAL FORMAT

Proposals shall be organized and contain the following information.

- Artist information
 - Provide a summary or resume
- Concept Drawing/sketch/description
- Project Budget
- Examples of Work (minimum of 3)

VII. PROPOSAL SUBMITTAL INSTRUCTIONS

Sealed proposals and marked City of Livingston – Railroad Underpass Call for Art shall be submitted via email or received at either of the following locations:

ggager@livingstonmontana.org

Mailing Address:
City of Livingston
220 E. Park Street
Livingston, MT 59047

Contractor must either submit one electronic response or 1 hard copy of the RFP.

Requests for information and/or clarification may be directed by email only to ggager@livingstonmontana.org

The City will respond to any questions of a substantive nature via an addendum to this RFP. All addenda will be posted to the City's website and distributed to known holders of the RFP.

Proposers wishing to schedule a site visit prior to submitting a proposal can do so. Such proposers should contact Grant Gager, City Manager, beforehand if City participation in the visit is necessary.