



**CITY OF EAST PROVIDENCE**  
**DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT**  
**REQUEST FOR QUALIFICATIONS**  
**RFP EP23/24-14**  
**SPECIFICATIONS**  
**CRESCENT PARK BEACHFRONT MURAL**  
**BID OPENING THURSDAY, MARCH 7, 2024 AT 11:00AM**

**I. INTRODUCTION**

The City of East Providence is seeking qualifications from artists or artist teams to design and implement a mural on a beachfront concrete wall at Crescent Park Beach. This ten acre City park is located on Bullocks Point Avenue, between Narragansett Bay and the historic Loeff Carousal, and until the 1970's was home to the former Crescent Park amusement park. With water quality having considerably improved, it is the City's goal to designate Crescent Park as a licensed, swimmable public beach.

**II. PROJECT OVERVIEW**

This project will lead to the creation of a new mural visible from the waterside of the beachfront wall. The concrete wall measures 184' x 8.5' (1,564SF).

The mural must prominently include the words "East Providence" and its design must reflect the history and culture of the City.





CURRENT WALL PHOTO



HISTORIC CRESCENT PARK BEACHFRONT MURAL

PROPOSED MURAL LOCATION





*Crescent Park, near Providence, R. I.*



The mural is visible from various vantage points including by pedestrians immediately in front of the wall, users of the beach below the wall, and boaters in Narragansett Bay. The mural must consider these multiple perspectives. ***Please see attached survey and elevation view / section for more information.***

Mural preparation must be coordinated with the City's ongoing reconstruction of the adjacent lower seawall. Mural must be painted with materials that are resilient to the weather, including salt water and high wind. Paint, primer and other materials must be specifically designed for mural art. Anti-graffiti treatment must be included.

### **III. SELECTION PROCESS**

***There are two phases to the artist selection process:***

#### **Phase 1: Response to RFQ / Qualifications Package**

Phase 1 is in response to this RFQ. Submission of the artist's qualifications package must be received by the application deadline. All submitted responses to this RFQ will be reviewed by a Selection Panel as follows:

- The City shall form a Selection Panel, which is to be comprised of local artists, community residents and City staff.
- The Selection Panel shall review all accepted qualifications packages and recommend up to three finalists, based on evaluation of prior work samples submitted, to be invited to Phase 2, with final approval by the Mayor.

#### **Phase 2: Selection of Final Design**

Phase 2 will be open ***by invitation only*** to up to three artists selected as finalists from the Phase 1. Finalists will be invited in writing to submit concept designs for further consideration, as per the ***Scope of Services*** below. Finalists will each be paid a stipend of \$500 for the development of a concept design. The \$500 will be paid once the concept design has been presented to the Selection Panel. The concept design and other items submitted in the proposal will remain the property of the artist. However, the City reserves the right to retain proposals for up to one year for display purposes and the right to reproduce final proposals for documentation and public information purposes.

Phase 2 submissions will also include a proposed project budget which shall include costs for labor, materials, site preparation, travel (including any room and board), subcontractors, and any other related costs.

Invited finalists will present their concept design to the Selection Panel, who will review the artists' submissions and make a final recommendation of an artist for award of the project based upon the submitted concept design proposal. The final design concept proposal shall be reviewed by City staff for technical evaluation. Final approval of the recommended artist for award of the project shall be granted by the Mayor.

#### **Evaluation Criteria:**

Qualification packages received by the deadline and deemed to be complete shall be reviewed by the Selection Panel using the following evaluation criteria:

1. Artistic merit
2. Uniqueness and creativity of prior work completed

3. Technical expertise
4. Demonstrated ability to deliver high-quality public artwork, including murals, within a scheduled time period
5. Demonstrated ability to deliver high-quality public artwork, including murals, within a budget
6. Quality of references
7. Understanding of best practices for mural preparation and durability
8. Proposed cost

#### **IV. SCOPE OF SERVICES**

Up to three artists selected as finalists from Phase 1 RFQ will be expected to conduct and/or submit the following for Phase 2:

##### **A. Assessment of Existing Conditions**

Conduct field visits to gain a thorough understanding of the site in order to develop a site specific design concept.

##### **B. Concept Design Proposal**

Concept Design Proposals submitted by up to three finalists must include (but shall not be limited to) the following:

1. Written project description
2. Drawings, sketches, renderings, and/or other graphics that depict the proposed project in context of the project site. Proposal must include a high-resolution color image and a scaled site rendering that can be printed 24" x 36.
3. Description of materials and techniques to be used
4. Installation plan including anticipated technical needs, including site preparation.
5. Maintenance plan for a minimum period of 10 years, including aspects of resistance to graffiti and/or vandalism.
6. Detailed budget
7. Proposed timeline

##### **C. Mural Concept Design Presentation**

Up to three finalists shall present design concepts to the Selection Panel.

##### **D. Deliverables**

The final artist(s) selected from Phase 2 for award of the project will be expected to produce the following:

1. Final versions of all Concept Proposal items listed in Section B. above, and;
2. Installation of mural
3. Photos of the mural during each major stage of its development for documentation and reporting purposes
4. Warrantee of workmanship for a period of 24 months from project completion

#### **V. TIMETABLE FOR COMPLETION**

Draft work products must be submitted to the City for review within 30 days of final artist selection. The selected artist shall submit a proposed timetable of project completion. Timetable must be agreed upon by the City and artist and will be dependent on seasonality and lower sea wall construction schedule.

## **VI. RFQ SUBMISSION REQUIREMENTS (Phase 1)**

### **A. Qualification Package must include:**

1. Name and contact information of artist(s) or business/studio owner(s)
2. Names and contact information for three professional references
3. Artist Statement to introduce the Art Selection Panel to who you are as an artist and some of the themes and ideas you explore in your artwork. Describe your interest in this project and your artistic approach. (1000 words max)
4. Resume or CV (3 pages max per artist)
5. Portfolio of past work: Up to 5 samples of prior completed public or private works of mural or other art that are comparable in scope. The following for each work sample submitted:
  - a. High resolution images
  - b. Artwork title
  - c. Brief description (100 words or less)
  - d. Materials and dimensions
  - e. Total project budget/cost
  - f. Completion date

### **B. Insurance**

The artist shall hold comprehensive general liability and property damage coverage of at least \$1,000,000 for itself and any of its employees. Proof of such insurance shall be provided by the consultant prior to entering a contract with the City. See Standard Instructions to Bidders (Attachment) for more information on insurance requirements.

### **C. Proposals**

Qualification proposals must be submitted in a sealed envelope clearly marked “CRESCENT PARK BEACHFRONT MURAL – RFQ# EP23/24-14” and addressed to:

East Providence City Hall, Controllers Office, Room 103  
Attn: Jessica Lamprey, Procurement Specialist  
145 Taunton Ave., East Providence, RI 02914

Proposals shall be received no later than **Thursday, March 7, 2024 at 11:00am.**

Please submit three (3) hard copies, along with an electronic version saved as a PDF on one (1) USB drive, in one (1) sealed envelope.

## **VII. RFQ SCHEDULE**

RFQ Issued: Thursday, February 15, 2024

Last Day for Questions: Friday, March 1, 2024

Proposals Due: Thursday, March 7, 2024

Award: To Be Determined

## **VIII. GENERAL CONDITIONS**

1. The City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate management services in the best interest of the City.
2. The Consultant will abide by all Federal, State and City regulations in the performance of the scope of work specified in this Request for Proposal.
3. The City reserves the right to accept all or part of any proposal, and to negotiate a contract for services and cost with the selected Firm.



4. The Consultant shall provide all necessary personnel, materials, equipment and facilities to perform and complete all work under this proposal.

## **IX. ADDITIONAL INSTRUCTIONS & NOTIFICATIONS**

- This Open Call RFQ is open to all artists over the age of eighteen (18).
- All questions and/or requests for additional information shall be submitted in writing and may not be submitted orally. Requests may be submitted to Johanna Walczak, Senior Planner, at [jwalczak@eastprovidenceri.gov](mailto:jwalczak@eastprovidenceri.gov) and Jessica Lamprey, Procurement Specialist, at [jlamprey@eastprovidenceri.gov](mailto:jlamprey@eastprovidenceri.gov) no later than Friday, March 1, 2024 at 12:00pm.
- Any amendment to this RFQ will be made public and posted on the City of East Providence website at: <https://eastprovidenceri.gov/rfp>
- All costs associated with developing or submitting the initial qualification package in response to this Request, or to provide written clarification of its content, shall be borne by the bidder. The City assumes no responsibility for these costs.
- It is the artist's responsibility to examine all specifications and conditions outlined in this RFQ thoroughly, and comply fully with specifications and all terms and conditions. Artists must comply with all Federal, State, and City laws, ordinances and regulations, and meet any and all registration requirements where required for contractors as set forth by the State of Rhode Island. Failure to make a complete submission as described herein may result in a rejection of the proposal.
- A submittal may be withdrawn by written request by the artist prior to the stated submission deadline.
- Prior to the proposal deadline established for this RFQ, changes may be made to a proposal already received by the City if that artist makes a request to the Procurement Specialist, in writing, to do so. No changes to an artist's submission shall be made following the deadline for submission.
- Artists are advised that all materials submitted to the City for consideration in response to this RFQ shall be considered to be public records as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and may be released for inspection immediately upon request once an award has been made.
- The artist(s) selected will be required to enter into a Public Artwork Agreement with the City, which will outline the responsibilities and expectations of both parties.
- The City of East Providence reserves the right to not move forward with the Scope of Work and/or rebid this RFQ if it deems that received bids are not adequate and/or qualified.

## **X. CITY CONTACTS**

Any questions regarding this RFQ should be directed to Jessica Lamprey, Procurement Specialist, at [jlamprey@eastprovidenceri.gov](mailto:jlamprey@eastprovidenceri.gov) and to Johanna Walczak, Senior Planner, at [jwalczak@eastprovidenceri.gov](mailto:jwalczak@eastprovidenceri.gov) no later than **FRIDAY, MARCH 1, 2024 AT 12:00PM.**

Equal Opportunity/Affirmative Action Employer  
Jessica Lamprey, Procurement Specialist  
[jlamprey@eastprovidenceri.gov](mailto:jlamprey@eastprovidenceri.gov)