



THE CITY OF SMYRNA
2800 KING STREET
SMYRNA, GEORGIA 30080

INVITATION TO SUBMIT QUALIFICATIONS NO. RFQ 23-029

Call to Artists: Vinyl Wrapped Utility Boxes

Submission Deadline: **10:00 AM, Wednesday, May 31, 2023**



THE CITY OF SMYRNA

2800 KING STREET

SMYRNA, GEORGIA 30080

INVITATION TO SUBMIT QUALIFICATIONS NO. RFQ 23-029

CALL TO ARTISTS

REQUEST FOR QUALIFICATIONS FOR

WRAPPED UTILITY BOXES

The City of Smyrna is seeking an artist or artist team to design and produce wrapped utility boxes.

Qualifications will be received **no later than 10:00 AM on Wednesday, May 31, 2023.**

Qualifications may be submitted electronically using the submission link provided in this RFQ.

QUESTIONS: Email questions, inquiries or clarifications shall be submitted to kbrown@smyrnaga.gov no later than noon on Wednesday, May 24, 2023. All questions and answers will be posted on the City of Smyrna website. After the qualifications package has been sent out, no contact will be permitted between participants and any other City staff members or elected officials except the Purchasing Manager. The Purchasing Department office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. The phone number is 678-631-5406.

The City of Smyrna reserves the right to accept or reject any or all submissions and award in the best interest of the City.

General Instructions

1. Qualifications must be received no later than the time and date indicated in the Request for Qualifications. Any proposal received after that time will not be considered.
2. The City of Smyrna is a tax-exempt Municipal Corporation. No sales tax will be charged on any products or services. The City's FEI number is **58-6000664**.
3. The City of Smyrna reserves the right to waive any and all technicalities, formalities or irregularities. The City may also accept or reject any or all Proposals and award the bid to the lowest responsive and responsible proposer in the best interest of the City. The City may reject the Proposal of any vendor that has previously failed to perform properly or complete on time, contracts of a similar nature. Proposals by a vendor that, in the sole opinion and discretion of the City of Smyrna, is not in the position to fulfill the contract may also be rejected.
4. Qualifications may be submitted using the submission link provided below:

<https://records.smyrnaga.gov/Forms/Wrap-EB-form>

Section 1 – Project Overview

Project Summary:

The City of Smyrna invites artists and teams to submit portfolios for consideration for an exciting vinyl-wrapped utility box project.

The Smyrna ARTery project, located along Atlanta Road from Brawner Hall to the Belmont Shopping Center, will kick off in Summer 2023 with painted and vinyl-wrapped utility boxes. Two boxes will be wrapped with artwork that speaks to the Smyrna community.

We invite those interested and experienced to submit their portfolios (up to 5 images) for consideration. This invitation is extended to all qualified artists with no entry fee.

*Please note: RFQ 23-029 is for **Vinyl Wrapped Utility Boxes**. For Painted Utility Boxes, please see the documentation for RFQ 23-028.*

Budget:

Artists will receive a \$500 stipend for the execution of their work paid in two stipends (50% upon execution of the contract and 50% upon successful completion of the work). This includes the submittal of the final design in the required format for the contractor to print on a vinyl wrap. Once final designs are received, city staff will coordinate with the contractor for installation.

About Smyrna and the ARTery:

Smyrna is located about 10 miles northwest of Atlanta, Georgia and is considered an integral part of the Metro Atlanta area. Known as the "Jonquil City," it derives this name from the thousands of jonquils that flourish in gardens and along the streets in early spring. Over the years, the City of Smyrna - covering approximately 15 sq. miles - has developed into a vital and active member of the regional landscape.

For detailed information about Smyrna, please visit the city website: <https://www.smyrnaga.gov/your-city/about-smyrna>

The Smyrna Arts & Culture Task Force is an appointed group that represents residents, local arts organizations, and business owners who appreciate public art and aim to support its growth in Smyrna. The Task Force focus areas are outlined in the Public Art Policy:

- Establish a diverse collection of public artworks for the City and its residents.
- Involve artists of diverse backgrounds.
- Provide opportunities for artists to advance their art forms with temporary and permanent public artworks.
- Consider economic development and cultural tourism as factors.
- Foster an understanding of public art and encourage public dialogue.
- Incorporate art and projects of the highest quality.

In late 2021, the Arts & Culture Task Force presented the Smyrna ARTery concept to introduce public art opportunities along Atlanta Road from Brawner Hall to the Belmont Shopping Center. The goal is to enrich the quality of life for citizens and visitors by supporting local artists through visual displays along paths, roadways, and trails. The ARTery concept is coming to life this year with the first project implementation of murals on utility boxes, both painted and vinyl wrapped.

Length of Project:

Wrapping is anticipated to be completed by September 2023.

The boxes will be considered temporary as the longevity of the works will depend on weathering and maintenance needs.

Public Art Selection Process and Panel:

City staff will conduct an initial review of submissions to ensure RFQ requirements have been met. Then, the Arts & Culture Task Force will review submissions and make a recommendation for finalists to the Mayor and Council. The recommendation will come before the Mayor and Council at a City Council meeting for approval.

Artists selected will be required to sign an agreement before commencing design work.

Section 2 – Submission Details

Artist and Artwork Eligibility

- This call is open to all artists and artist teams with experience in electronic design. Applicants may be under 18 if a parent or legal guardian will execute contract on their behalf. For non-local or regional artists that apply, there is no travel compensation.
- Artists are not required to have public art or mural experience, but it is highly encouraged as all wrapped utility boxes will be outdoors and accessible to the public.
- All artwork created must be appropriate for all ages.
- Artists/teams will be selected based upon their quality of work and experience.

Evaluation Criteria

Each submission will be evaluated on the following criteria:

DESIGN

- Will the artwork contribute to and enhance the City's public realm?
- Will the artwork be an original design that will enhance and complement the character of the surrounding area?

QUALITY

- Does the artwork presented demonstrate a high standard of quality?
- Is it artistically engaging and stimulating? Will it be appreciated by the public?

- Do the examples of works submitted support the artistic merit/quality of the project?

FEASIBILITY

- Does the artist/team have the experience to execute the work?

Submission Requirements

1. **Artist/Team Info:** Full name, address, email & phone number, including any professional websites.
 - a. If applying as artist team, please designate one team member as the primary contact and provide complete contact information for that person.
2. **Artist Statement:** A description of your work and how you will approach creating the vinyl wrap design. 500 words max.
3. **Artwork & Details:**
 - a. Each artist may submit a maximum of FIVE (5) artworks for consideration.
 - b. Image List that corresponds to each image included. Include details of each artwork, at minimum:
 - i. Title
 - ii. Material types used in fabrication
 - iii. Dimensions (HxWxD)
4. **Résumé/CV (two-page maximum)**

Section 3 – Anticipated Timeline

Date	Process
May 3, 2023	Post RFQ
May 31, 2023 – 10:00 AM	Close RFQ
June 2023 (beginning)	Arts & Culture Task Force Meeting to Review Submissions
June 2023 (end)	Include on City Council Meeting agenda for approval of artist selection and contract
July - August 2023	Execute contracts with Artists Artists submit final designs electronically; reviewed by Task Force/Staff Contractor installs vinyl wraps
September 2023	Projects completed

Section 4 – Utility Box Locations and Photos

1. Intersection of Church Street & Atlanta Road (Near Publix Jonquil sign)

Front



Back



Left



Right



2. Intersection of Powder Springs Street & Atlanta Road

Front



Back



Left



Right

