



City of Arts & Innovation

REQUESTS FOR ART PROPOSALS

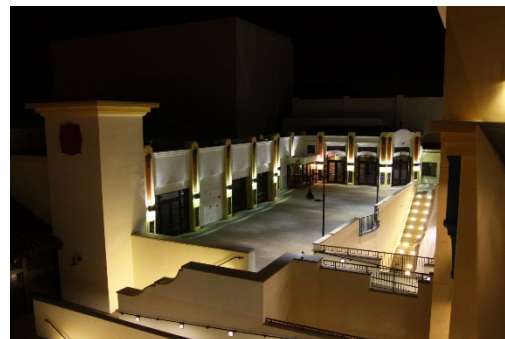
The Box Community Theater Mural

Deadline: September 26, 2023 before 5:00 pm

Overview:

The City of Riverside is seeking submissions from qualified artist(s) to design and install a mural at The Box Promenade.

Since it's opening in 2013, The Box, located at 3635 Market Street, has welcomed youth and adult community and professional artists. This community theater located in downtown Riverside is a space for talent to be enjoyed by the community with offerings of theater and musical performances, and much more. The exterior promenade is the gateway to the theater with capacity for events as well. The promenade space is the location for the murals and is pictured below:

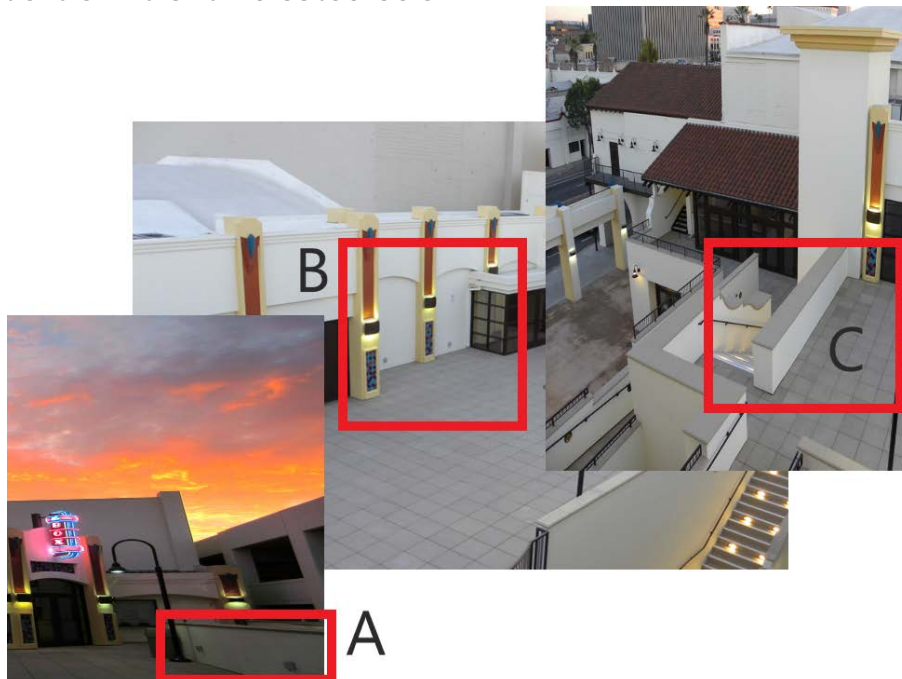


ARTWORK/DESIGN GUIDELINES

The City of Riverside has a diverse community that can be showcased through art. Designs for this project can include aspects of our diversity. Designs can also be focused on the natural landscape of Riverside, the local arts community, or a whimsical design that inspires creativity. Be creative in designing a mural that tells the story of Riverside in a dynamic way.

Specifications and Scope of Services:

- Designs should be cohesive throughout the three spaces.
- Designs should complement the architecture and surrounding facilities, and the downtown skyline.
- Designs should be appropriate for a diverse audience of all ages and interests.
- Designs should be visible from various vantage points including but not limited to visitors to the promenade, adjacent/nearby businesses, and parking structure.
- The promenade is a fantastic backdrop for photography and for visitors to capture selfies. Design should photograph well and may create an opportunity for a selfie spot. Creation of a dedicated selfie spot is not a requirement.
- Designs should not include political or promotional messaging
- Designs should not infringe on any copyrights or trademarks, marketing, or signage
- Artist will install the mural and coordinate with city staff.
- Materials proposed must withstand outdoor elements.
- Mural will be installed in a three spaces measuring:
 - A. 66'W x 3.5'H
 - B. 21.5'W x 12'H
 - C. 12'W x 3.5'H
- Locations of mural is indicated below:



SCHEDULE OF EVENTS

It is the goal of the City to select and retain an artist by October 27, 2023. In preparation for that action, the following **tentative** schedule of events has been prepared:

Event	Date	Time
Request for Art Proposals Released	August 25, 2023	NA
Optional On-site meeting	September 6, 2023	11:00 am
Proposals Due	September 26, 2023	Before 5:00 pm
Review and Selection	Week of October 9, 2023	NA
Notification of Selection	Week of October 23, 2023	NA

The City reserves the right to amend, withdraw and cancel this RFP.

GENERAL TERMS AND CONDITIONS

The successful artist must meet all insurance requirements and must possess valid City of Riverside Business License throughout the term on the project.

PROPOSAL FORMAT AND CONTENTS

Proposals shall adhere to the following format for organization and content. Proposals must be typed and arranged in the following sequence to facilitate evaluation:

- **Cover Letter:** Include artist experience and briefly describe why artist desires to install mural at this location.
- **Proposed Design:** Color rendering of proposed mural.
- **Description of Design:** Provide a brief description of the design (250 word limit).
- **Experience and References:** Provide at least two examples of previous work and at least two references for public art experience.
- **Pricing:** Must include all materials and rental costs of any required equipment.
- **Scope of Proposed Work:** Provide timeline for completion, materials required, equipment required, hours required for work to take place, and any other information related to the installation of the mural. Provide maintenance plan required for mural to remain in proper condition.

EVALUATION OF PROPOSALS

The evaluation committee will evaluate proposals on the basis of the following criteria:

- Proposed Design (40%)
- Designs Appropriateness at this location (20%)
- Experience and References (20%)
- Pricing (20%)

SUBMISSION

Proposals must be submitted as one PDF document electronically to specialevents@riversideca.gov **before 5:00 pm on September 26, 2023.**

Please contact Arts & Cultural Affairs Division with any questions by email at: specialevents@riversideca.gov