

## Call to Artists:

### Request for Qualifications (RFQ)



### Project Title: Downtown Crawfordsville Mural

Artist Fee: \$35,000

Deadline for Applications: Sunday, October 27<sup>th</sup>, 2024, at 11:59 PM.  
(EDT) This is an UPLOAD deadline.

Apply: <http://indyarts.grantplatform.com>

### Project Information

The City of Crawfordsville is excited to announce the commissioning of a new mural at 120 S. Green St. The mural will be a strategic addition to Downtown Crawfordsville, designed to enhance the cultural appeal of the city and attract residents and businesses. The location, overlooking a downtown parking lot and visible from Pike Street and nearby establishments, ensures high visibility and community impact. This initiative promises to transform a barren area into a vibrant community attraction, enriching Crawfordsville's cultural landscape.

The project is part of the 180 in Color program of the 180 Alliance, a group of six central Indiana counties who are receiving Regional Economic Acceleration and Development Initiative (READI) funds from the Indiana Department of Economic Development (IEDC). Funding is provided through a combination of state and federal sources (including American Rescue Plan Act [ARPA] funds).

A committee of community members and project partners will select the artist, adhering to federal procurement procedures and requirements. The mural, planned as a permanent fixture, will be protected by a UV sealant to ensure its longevity, aiming for a lifespan of at least 20 years. Security cameras will help deter vandalism, and the supportive property owner will participate in the artist selection process. The painting phase is expected to take approximately two weeks, with the entire project allowing flexibility to accommodate the artist's schedule, with final completion by August 1, 2025.

## **Eligibility Requirements**

To qualify for this project, applicants must:

- Be 18 years of age or older (the city cannot contract with anyone under 18 years of age).
- Be legally allowed to work in the United States (e.g.; must have US citizenship or legal permanent resident (“green card”) status, or have USCIS work authorization documentation stating that you can work for any employer. [Learn more about work authorizations here.](#)
- Carry liability insurance for the duration of the project with a minimum of \$1M in commercial general liability coverage
- Be able to meet your home state’s worker’s compensation insurance requirements (or provide a state-certified exemption, if applicable)

Applicants are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Artist teams are eligible to apply, including teams of artists from multiple disciplines or artist-led teams with non-artist members. Selection panelists and their immediate family members are not eligible for participation. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed.

## **Selection Process**

Round #1 of the selection process welcomes statements of qualifications and examples of past work. These materials will be evaluated by the Selection Panel, which will then recommend up to three finalists to proceed to Round #2, which will include the creation of a specific proposal for the project and an interview with the selection panel in person or virtual. Round #2 will also include the review of a list of references from previous projects.

Round #2 finalists will be required to enter into an agreement for creating the proposal and will receive a \$750 stipend. This stipend is intended to be used towards travel expenses, food, design fees, lodging, and any and all other expenses related to the creation and presentation of the proposal, but may not sufficiently cover all expenses incurred.

Based on the merits of the finalists’ proposals, the Selection Panel will make a recommendation to the City of Crawfordsville, Indiana, which will subsequently recommend an artist/consultant or team and their approach to the Board of Works and Safety. Upon approval by the Board of Works and Safety, all finalists will be notified of the decision and the selected artist will enter into a contract with the City of Crawfordsville for the completion of the artwork design, painting, and coating the mural.

## **Minimum Qualifications**

A minimally qualified application will have **ALL** the following:

- a. The applicant's letter articulates interest in pursuing this project as well as describing its relevance to their artistic practice.
- b. The applicant's letter of interest reveals a basic understanding of and the nature of the work contained in the project description.
- c. The applicant's resume reveals a record of practice in the art field, including successfully fulfilling public art commissions.
- d. The applicant provides photographs of at least 2 completed public art mural projects (of the artist's own work) which demonstrate knowledge and comfort with large scale murals.
- e. The applicant's past work reveals aesthetic, conceptual, and technical expertise in mural work.

## **Preferred Qualifications and Selection Criteria**

The City of Crawfordsville will select the mural artist based upon the following criteria:

- A strong record of effectively executed work of the highest technical caliber
- Demonstrated experience working on projects of the type described
- Verified ability to complete work within a specified timeframe
- Prior experience working with city governments and/or in communities similar in character to Crawfordsville
- Demonstrated sensitivity towards common expectations of appropriateness for murals sited in public
- Demonstrated ability to understand the needs and desires of a community and the constraints of a given site

## **Selection Panel**

The Selection Panel will be comprised of at least the following:

- Business Community Representative(s)
- City of Crawfordsville Representative(s)
- Montgomery County Community Foundation Representative(s)
- Wabash College Representative(s)
- Local Neighborhood Representative(s)
- Crawfordsville Main Street Representative(s)

## **Compensation**

The compensation for the project is \$35,000. This fee is inclusive of the artist/consultant's design fee, labor, insurance, meals, and small consumable equipment (e.g., rollers, brushes, tape, etc.) related directly to completing the mural.

The fee does not include costs associated with travel (including airfare and hotel if applicable, or a mileage stipend if the artist lives beyond a 1-hour drive to Crawfordsville), lift rental, and paints and coatings. These items will be paid for by the City of Crawfordsville, Indiana.

### **Project Timeline**

The project will follow this timeline:

September 18, 2024	Release of Request for Qualifications
October 27, 2024	Request for Qualifications Deadline: 11:59 p.m.
November 2024	Selection Committee Reviews RFQs and Selects Finalists
November/ December 2024	Finalists prepare their Proposals
Early January 2025	Finalist interviews with proposals
January 2025	Selection Committee Reviews Proposals and Selects Artist
January 30 <sup>th</sup> , 2025	The City of Crawfordsville Notifies Finalists of Selection and Contracts with Selected Artist/Consultant
February, 2025	Selection Committee Presents Recommendation to the Board of Works and Safety. This is a public meeting and the selected artist/consultant may attend, at their option.
February–March 2025	Design Finalization
May–July 2025	Mural Installed (weather permitting and per artist availability)
August 1, 2025	Project complete

### **Application Process**

To apply, visit <http://indyarts.grantplatform.com> and look for the City of Crawfordsville logo to identify the correct application form.

You will need to prepare the following

- **Applicant Contact Information:** Legal name of lead artist, and name(s) of any working partner(s) or team members, contact address, contact email, contact phone #, website (if applicable), social media handles/info (if applicable)
- **Applicant Experience Information:** Professional Bio, Resume or CV: Upload a document no longer than 3 pages in DOC, DOCX or PDF format, or type/paste a narrative bio into the form (maximum length: 1000 words). Team applications should include information about all team members.
- **Statement of Interest:** Type or paste a brief explanation of your interest in this project and any applicable experience you may have with the project parameters as you understand them. In this statement, also provide a discussion of any personal or professional connection(s) you may have with Crawfordsville or Montgomery County, Indiana (maximum length: 500 words)
- **Work Samples:**
  - Upload at least five images or videos of past work that best represent your experience, style, and ability as they relate to this project.
  - You may also submit images of any other work (preferably civic-scale, outdoor mural projects) that best represent your practice over the past 5 years.
  - Images may be provided in JPG, JPEG, PNG, or PDF format, or in one of a number of common video formats.
  - You may instead provide the URL of an online location with a description of the project. URLs/links are preferred for projects with large images, extensive descriptions or long videos.
  - There is a maximum of five uploads of no more than 10MB each.
  - Once the image is uploaded, the upload area will request the name/title of each piece, location, medium, dimensions, year completed, cost/price/commission amount, and any other pertinent information you care to provide. This information should be included as part of any URL links you provide in lieu of an image upload.

### **Delivery of Applications**

All required materials must be uploaded to the application form and the form submitted by **11:59 PM (EDT) on Sunday, October 27, 2024.**

This is an automated deadline: applications in progress when the deadline is reached will not be reviewed. You may edit a submitted application up until the deadline; we recommend that you submit your completed application early to ensure it is considered, and then make edits as needed.

**QUESTIONS?** Contact Kelly Price, Director of Fusion 54, Office of the Mayor, City of Crawfordsville, Indiana, 765-307-3058, [kprice@crawfordsville-in.gov](mailto:kprice@crawfordsville-in.gov)

## **SITE INFORMATION**

**120 S. Green St., Crawfordsville, IN**

**Site Dimensions: approximately 63 feet long by 18 feet high (at the highest point), 1,134 square feet**









