



**City of Wilsonville Memorial Park Skatepark Mural – 2023/2024  
REQUEST FOR Qualifications**

Proposals must be received by **DATE AT PM.**

Budget: \$15,000

Submissions must be submit through the online application form found here:

Questions? Email Erika Valentine, Arts and Culture Program Coordinator at  
[EValentine@ci.wilsonville.or.us](mailto:EValentine@ci.wilsonville.or.us) or 503-570-1629

The City of Wilsonville, Oregon (“City”) is requesting Qualifications from a talented artist or artist team, with expertise in mural design and implementation services for exterior murals at Memorial Park Skatepark (Skatepark), located at 8100 SW Wilsonville Road, Wilsonville, OR 97070. The budget for this project is not to exceed **\$15,000**, which is inclusive of everything including but not limited to: time, labor, materials, travel expenses, etc. to be paid to the selected artist(s).

**Deadline for Submittal**

Proposals are to be submitted through TBD HERE by **DATE**. The proposals will then be evaluated and initially scored by a team consisting of City Staff and Arts Professionals.

**Submittal Parameters**

Artists or Artist teams replying to this Request for Qualifications are required to submit the following that will be used in the evaluation process:

- 1.) Statement of Qualifications Summary Form (found below page\_\_\_)
- 2.) Artist Bio (maximum two pages) – Bio about you as an artist. Please include information on your artistic process and experience working with client(s) and the community.
- 3.) Artist Resume or CV – (maximum 2 pages) including relevant work experience to the project, and any website, Instagram, etc.
- 4.) Work Samples – (minimum 5 images, maximum 10 images) – visual representations of past artwork that demonstrate qualifications for this project. Please send photos as JPEGs and title image with first and last name.
- 5.) References (2 professional references)

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WILSONVILLE PARKS & RECREATION

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Wilsonville, OR 97070

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[parksandrec@ci.wilsonville.or.us](mailto:parksandrec@ci.wilsonville.or.us)

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## **About the City**

Located at the southernmost end of the Portland metropolitan area, Wilsonville is the gateway to the Willamette Valley. Once a small farming community, Wilsonville is now a thriving city of more than 26,000 residents who enjoy the small-town charms of 'country living' just 17 miles from downtown Portland.

## **Site Location**

The Skatepark is housed within Memorial Park, which is the City's oldest and largest park. The park borders the Willamette River and includes significant natural areas, as well as sports fields, courts, disc golf course, dog park, community garden, picnic areas, and more.

The mural at the skatepark will be on ALL outward / side facing walls along the perimeter (nothing inside the skateable area). The painted areas will be visible by vehicle traffic that enters the park and people on foot. The surfaces are concrete.

The mural will enhance not only the skatepark itself, but the overall park. This mural will be the first piece of public art in this extremely popular park.

Please refer to rendering and images on page \_\_\_\_

## **Description of Project Opportunity and Project Objectives**

The goal of this project is to create a public art mural on the outward facing skatepark surfaces to enhance the visual appeal of the skatepark. The mural should bring vibrancy and excitement to the overall park and skatepark, while providing an opportunity for the community to experience art.

The project was funded through the Community Enhancement Project Grant which goals are:

- Improve the appearance of the community
- Result in improvement to, or an increase in, recreational areas and programs
- Benefit youth, seniors, low income persons and/or underserved populations

Additionally, the project will further Arts, Culture, and Heritage Commission (ACHC) mission which is:

*"To enhance the Wilsonville community by supporting, advocating and advising on matters relating to advancing arts, culture & heritage. We strongly believe residents' lives are enriched and enhanced through a thriving arts and culture environment."*

While there is not a specific theme for the mural, skate culture should be considered in the style of final designs. The Skatepark community in Wilsonville is extremely active, including an active Wilsonville Skatepark Association (Instagram @Wilsonville\_skateparks).

If selected, Artist(s) will be responsible for:

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- Mural design, clearly showing design on all different walls/sides
  - Implementation – work consists of design and production of the work on-site, which must be executed by experienced artists. The murals will be painted directly on the outward facing walls. Properly prime and prepare any area approved for painting and apply a sealant and anti-graffiti coating to secure the longevity of the mural after final completion of mural. \*Cost of Sealant/Anti-graffiti coating will be covered by The City.
  - Coordination and consultation with Staff, Arts, Culture and Heritage Commission (ACHC) and other project stakeholders. Anticipate two public meetings where presentations will be required.
  - Obtaining the necessary general liability insurance

### **Budget**

The budget for this project to be awarded to the selected artist/artist team is to not exceed **\$15,000**.

Payment of the artist/artist team will be based on the following schedule:

- 50% of payment awarded following final execution of contract
- 50% of payment awarded at the completion of mural installation

### **Selection Process**

**Stage One:** A team consisting of City Staff and Arts Experts will review and score the initial RFQ submissions.

The initial evaluation team will individually review, score and rank the submissions based on the following criteria:

- 1.) **Relevant experience with similar scale projects** (15 points max)
- 2.) **Previous body of work/ design aesthetic and artist excellence** (15 points max)
- 3.) **Process and experience working with client(s)/ the community** (10 points max)
- 4.) **References** (5 points max)

In addition to the above weighted criteria, feedback from provided references will also be considered and may be determinative in the selection process.

The top RFQ's will be then be forwarded onto the Selection Panel which consists of the 9 member Arts, Culture and Heritage Commission (ACHC) and 1 – 2 members from the skate community.

**Stage Two:** The Panel will select the top three to four artists or artist teams to advance to an RFP (Request for Proposals).

The Panel will be making their selection based on the following criteria:

- 1.) **Relevant experience with similar scale projects** (15 points max)
- 2.) **Previous body of work/ design aesthetic and artist excellence** (15 points max)
- 3.) **Process and experience working with client(s)/ the community** (10 points max)

The artists selected to advance to the RFO stage will be expected to submit proposals of their original detailed mural design (design showing all exterior walls/sides) and prepare conceptual drawings of the finished product of the site. These artists (or artist teams) will receive a **\$600** stipend for their design proposal work. Artists are encouraged to utilize this stipend for a site visit to the Memorial Park Skatepark. This stipend is separate of the \$15,000 total project budget for the finalist.

Top three to four designs may be posted to solicit community input via City’s ‘Let’s Talk Wilsonville’ Online Platform. The selection panel can take this community input into account when making their final selection, however community input that is received are not counted as votes.

The designs of these three to four selected artists (or artist teams) will be reviewed at an ACHC meeting by the Selection Panel. The artists will be expected to virtually (through zoom) present their designs and answer any additional questions from the Panel. All meetings will follow Oregon public meetings rules and practices.

After reviewing design proposals and receiving presentations, the Panel will be making their selection based on the following criteria:

- 1.) **Originality and Creativity of Design** (15 points max)
- 2.) **Artistic Merit of Design** (15 points max)
- 3.) **Design’s relevance to the site and community users** (15 max)

The Selection Panel will make the final decision on which artist/design is selected. Upon final selection, the artist or artist team will be required to enter into a contract with The City of Wilsonville.

**Timeline (subject to change)**

RFQ Issued	
RFQ Deadline	
ACHC First Panel Review Meeting	
Notice of Selection to Artists for Phase Two	
Phase 2 Designs Due	
ACHC Second Panel Review Meeting & applicant presentations	
Notice of final selection/ project award	
Contract Fully Executed	
Implementation and Project Completion	

**Point of Contact**

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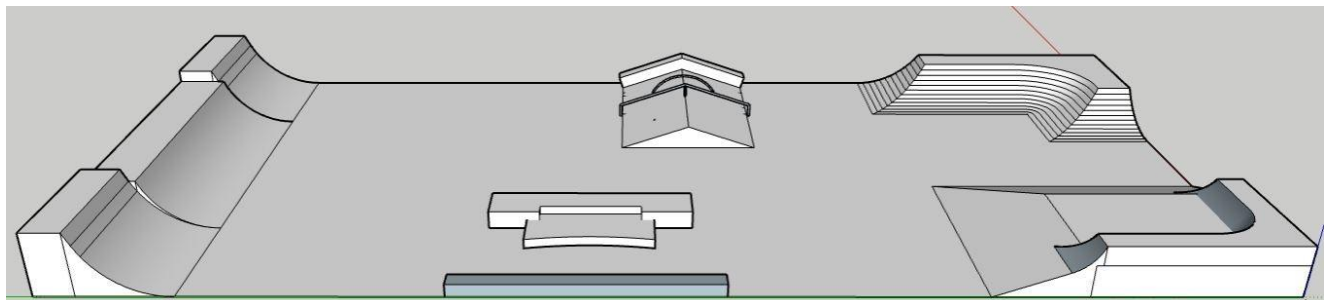
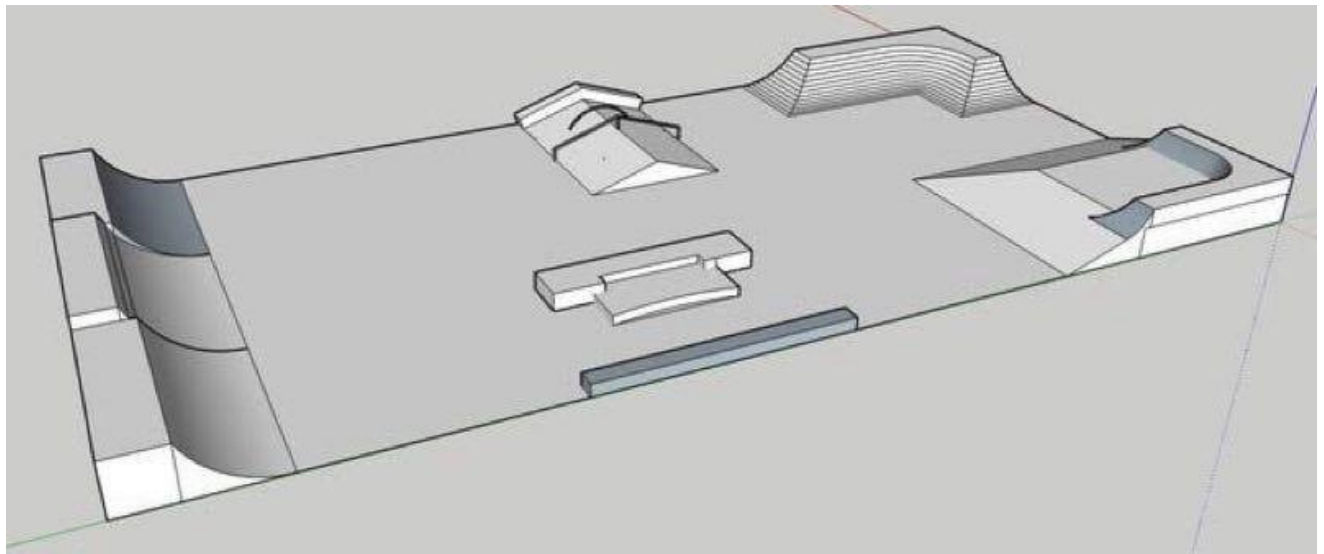
**All questions or inquiries must be directed only to the following person:**

Erika Valentine  
*Arts & Culture Program Coordinator*

Direct: 503-570-1629  
[EValentine@ci.wilsonville.or.us](mailto:EValentine@ci.wilsonville.or.us)

For the sake of fairness, Proposers are not to contact any other City staff or officials and may be disqualified from consideration for doing so.

**Overall renderings**



**Images**



Wall 1 (side of wall 2)

Wall 2





Wall 3 (side of wall 2)



Wall 4



Wall 5



Wall 6





**Wall 7**



**Wall 8**

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**Statement of Qualifications – SUMMARY FORM**

**GENERAL INFORMATION**

Legal Name of Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Social Media \_\_\_\_\_

Website \_\_\_\_\_

**ACKNOWLEDGEMENT OF RFQ REQUIREMENTS AND CERTIFICATION**

Amanda should write this..

\_\_\_\_\_  
Signature

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Date

DRAFT