



April 16, 2021

**Request for Proposals  
Tile Art for Seat Wall at North Cove Park**

**Proposal Due Date: May 7, 2021**

**Background**

The City of Lake Stevens is a rapidly growing community in Snohomish County situated west of the Cascade foothills. Snohomish County predicts Lake Stevens and surrounding areas will grow to a population of 46,380 and provide approximately 8,000 jobs by 2035. One of the gems of Lake Stevens is North Cove Park, located on Lake Stevens, in the heart of Old Town. The City is interested in acquiring art for the community. The proposed budget for artwork is \$1500.00.

**Instructions to Bidders**

Thank you for your interest in providing artwork in Lake Stevens at North Cove Park. Lake Stevens is committed to providing the highest level of opportunities to our citizens and park users. Lake Stevens is working with the Arts and Parks Foundation to create a mural for the seat wall located by the water feature in North Cove Park. The mural will be printed on tiles to be installed on the seat wall. The size of tiles and final art image to be included in their proposal.



To submit a proposal, please provide the required information to Lake Stevens City Hall no later than **4:00 pm, Friday, May 7, 2021.**

**MAILING and Street ADDRESS:** Lake Stevens City Hall is located at 1812 Main Street, Lake Stevens Washington 98258-0257. The City's mailing address is Post Office Box 257, Lake Stevens, WA 98258-0257. Proposals must be complete to be accepted.

If you have any questions, please call 425-622-9431 or send email to [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov).

### **Section One: General Specifications**

Lake Stevens Parks Division is soliciting proposals for a mural for the seat wall located at the water feature at North Cove Park. The mural should reflect the natural environment of the lake, surrounding areas or activities that are common to Lake Stevens. The artist will be responsible for the artwork and the mural will be scaled according to the dimensions of the seat wall. The mural will be preprinted on the tiles that will be personalized by contributors to the Arts and Parks Foundation fundraiser. Each tile will be part of the finished artwork. Artwork and rights will be the property of the City of Lake Stevens for use on the seat wall and promotional images.

All applicants are encouraged to visit North Cove Park prior to submitting a proposal. To arrange a visit, please call 425-622-9431 or send email to [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov).

It is the responsibility of the Bidder to verify that the space is adequate to support the mural. No modifications or improvements will be allowed by the successful Bidder without advance written approval from City of Lake Stevens, Community Development Director.

### **Statement of Proposals**

The submitter shall prepare a statement of proposal which identifies:

1. An identification of the size, scale and image of finished artwork and a description of design concepts.
2. Provide a proposed budget for the project.
3. Bidders must provide examples of similar art and must include, at a minimum, previous experience in public art, ability to complete job, if awarded and timeline for completion.
4. A minimum of three references for Bidder for artwork of similar size and scope.

### **Basic Proposal Requirements**

Please date your proposal, and provide your name, address, and phone number. Please also list North Cove Park Seat Wall as being bid. Please call the Jill Meis with questions at 425-622-9431 or send email to [jmeis@lakestevenswa.gov](mailto:jmeis@lakestevenswa.gov).

**If your proposal is selected, you must be prepared to enter into a Professional Service Agreement and the following may be required.**

### **Terms of Proposed Service Agreement**

The Submitter shall prepare a document identifying the terms of the proposed Service Agreement between the City of Lake Stevens and Bidder, including:

1. Specifically outline business plan the bidder is proposing including what compensation method Bidder is utilizing for payment.
2. Identify Submitter's ability to comply with the City's insurance requirements.

### **Authorized Signature**

Please sign and date your proposal and include your mailing address, telephone number and email address.

**All proposals submitted become the property of the City and are subject to the Public Records Act, RCW 42.56**

*The City of Lake Stevens reserves the right to reject all proposals, to waive any informality in proposals, and to negotiate changes in the scope of services to be provided.*