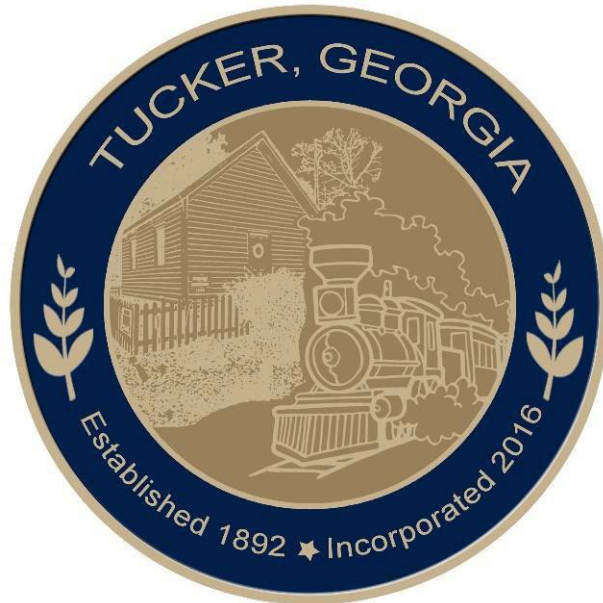


City of Tucker

Request for Proposal

RFP 2025-005

CALL FOR SCULPTURE ARTIST OR METALSMITH



BID MANUAL

City of Tucker
1975 Lakeside Parkway, Suite 350
Tucker, Georgia 30084

City of Tucker Request for Proposal RFP 2025-005 Call for Sculpture Artist or Metalsmith

INVITATION: The City of Tucker, Georgia requests interested parties submit proposals for the design, fabrication and installation oversight for a permanent structure to be located at the Tucker Town Green . Proposals will be accepted until the date and time listed below and will be awarded to the most responsible and responsive proposer submitting the proposal which is deemed to be the most advantageous to the city. Addenda and updates to this bid manual will be posted on the City of Tucker website <http://tuckerga.gov/bids>, the DOAS/Georgia Procurement Registry (http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp) or may be requested by email procurement@tuckerga.gov.

BID ACTIVITY SCHEDULE	
RFP Issued	February 11,2025
Pre-Bid Conference	N/A
Deadline for Questions	February 25, 2025 at 2:00 p.m. (EST)
Responses to Questions Posted (Addenda)	February 28, 2025
Proposal Deadline	March 13, at 2:00 p.m. (EST)
Scoring by Evaluation Committee	March 14 – 24, 2025
Award at Council Meeting (Tentative)	April 14, 2025 (Tentative)

SCOPE OF WORK: Refer to Exhibit A.

PRE-PROPOSAL CONFERENCE: There will not be a pre-proposal conference for this solicitation.

QUESTIONS: Submit all questions in writing to procurement@tuckerga.gov. so they are received by the deadline for questions stated in the schedule. Reference RFP 2025-005 in the subject line of the email.

ADDENDA: Responses to the questions received will be by addenda and will be posted on the City website www.tuckerga.gov/bids and the DOAS/Georgia Procurement Registry (http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp). The signed acknowledgement issued with each addendum must be submitted with the proposal. It is the consultant’s responsibility to verify if any addenda were created.

SUBMITTAL REQUIREMENTS: Consultant shall submit RFP Response electronically to procurement@tuckerga.gov so that is received no later than March 13,2025 at 2:00pm EST with the subject line “Submittal: RFP 2025-005”. The email must contain the vendor’s contact information. The submittal shall be two PDF files:

- The proposal shall be named “<Company Name>.RFP 2025-005.Bid Submittal.pdf”.
- The Cost Proposal shall be named “<Company Name>.RFP 2025-005.Cost Proposal.pdf”

The submittal email will be opened to confirm receipt of the submittal; however, the attached PDF files will remain unopened until the public opening.

PROPOSAL OPENING: All proposals received prior to the deadline will be opened publicly on March 13, 2025 at 2:05pm EST at Tucker City all located at 1975 Lakeside Parkway, Suite 350, Tucker GA. A list of submittals will be posted on the City's website, www.tuckerga.gov/bids and the DOAS/Georgia Procurement Registry (http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp) following the opening of the proposals.

DOCUMENT SUBMITTAL REQUIREMENTS:

1. Proposal, including requirements outlined in Exhibit B
2. Cost Proposal
3. W-9 Form (provided)
4. Certificate of Current Insurance
5. Notarized E-Verify Affidavit Form (provided) (Required for individuals if earning greater than \$2500)
6. Proposed list of Sub-Consultants (provided)
7. Notarized Oath of Non-Collusion (provided)
8. Acknowledgement of Addendum issued with each Addendum.
9. Contact Information Form (provided)

All responses must be received electronically by the Bid Deadline. (Addenda will show any schedule updates). No proposals will be received orally or by phone. Late proposals will not be considered. Proposals received after the deadline will be filed unopened. The City of Tucker reserves the right to reject any and all proposals or any part, to waive any formalities to make an award and to re-advertise in the best interest of the City.

The City reserves the right to negotiate pricing with the top proposer(s) and may, in its discretion, award a contract to the responsible and responsive proposer(s) submitting the proposal(s) which are deemed to be the most advantageous to the City, price and other factors being considered, as described in the selection criteria.

EXHIBIT A – SCOPE OF WORK
City of Tucker Request for Proposal
RFP 2025-005 Call for Sculpture Artist or Metalsmith

Purpose

The City of Tucker is seeking a sculpture artist or metalsmith to design, fabricate, and oversee the installation of a site-specific, permanent “TKR” sculpture for the Tucker Town Green that is currently under construction. The artist is not required to be a resident of Tucker, but should be familiar with the area and its history.

Background

The Town Green is a 1.88-acre green space in the heart of Downtown Tucker that will serve as the city’s gathering space for events, concerts, movies, and family activities. The area will include water features, play areas, plazas, and a pavilion/performance area. It is located behind Main Street and along the city’s trail network.

Project Objectives (including but not limited to)

The sculpture artist or metalsmith shall use steel to create an artistic representation of the standard “TKR” letters that reflect Tucker’s industrial past and its sense of community. The sculpture must be suitable for outdoor installation and meet the following requirements:

- Designed to withstand an outdoor, high-traffic, unmonitored public environment.
- Require little to no maintenance.
- Be structurally secure and surface mounted.
- Serve as a backdrop to the Town Green.
- Serve as “selfie” art.

Location/Dimensions: The sculpture will be located in the northwest corner of the Tucker Town Green. The designated area is approximately 15’ wide by 7.5’ deep. The sculpture should be no more than 10’ tall. See images below.

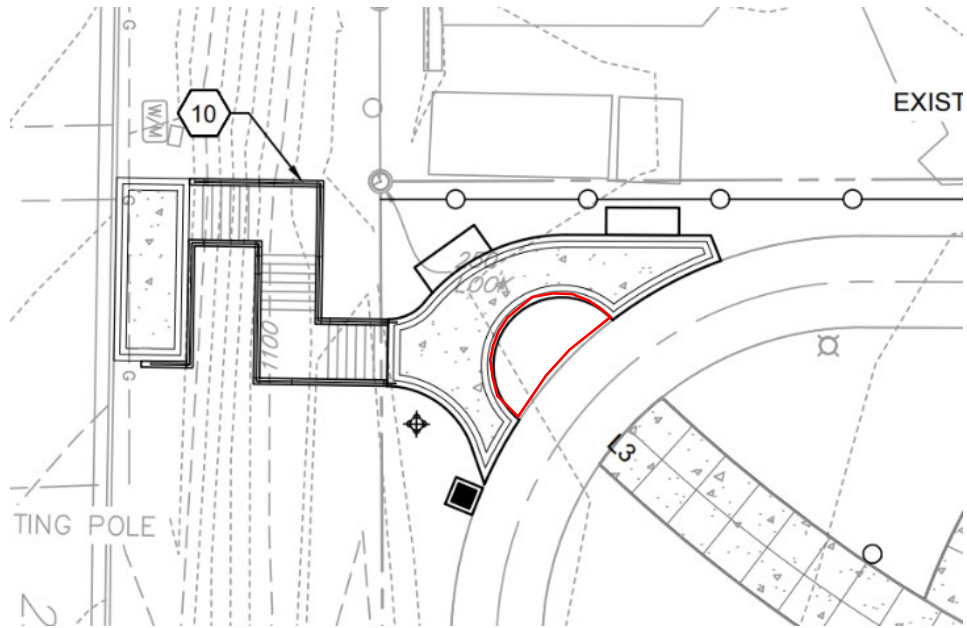


Image 1. Location for TKR sculpture in Tucker Town Green outlined in red.

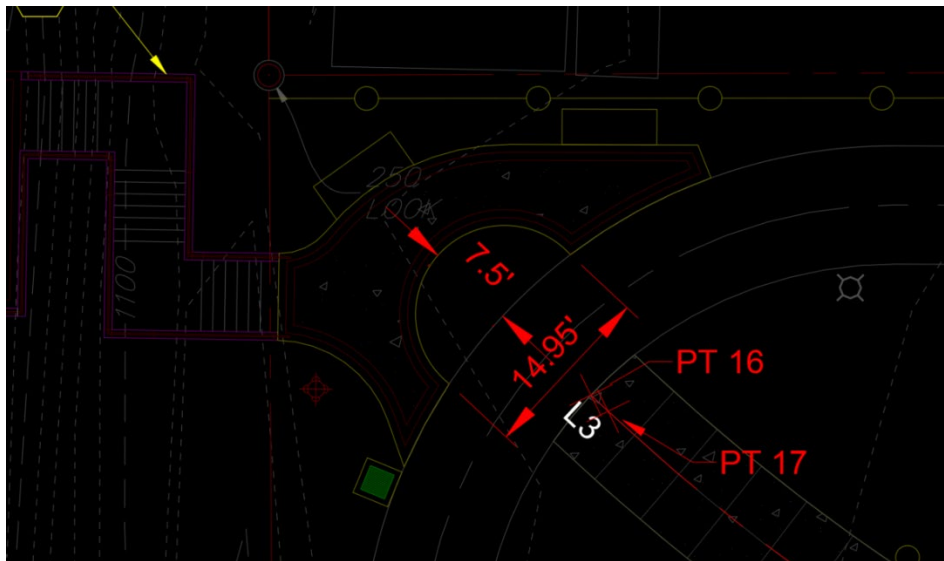


Image 2. Location measurements for TKR sculpture.



Image 3. Photograph of Location for TKR sculpture.

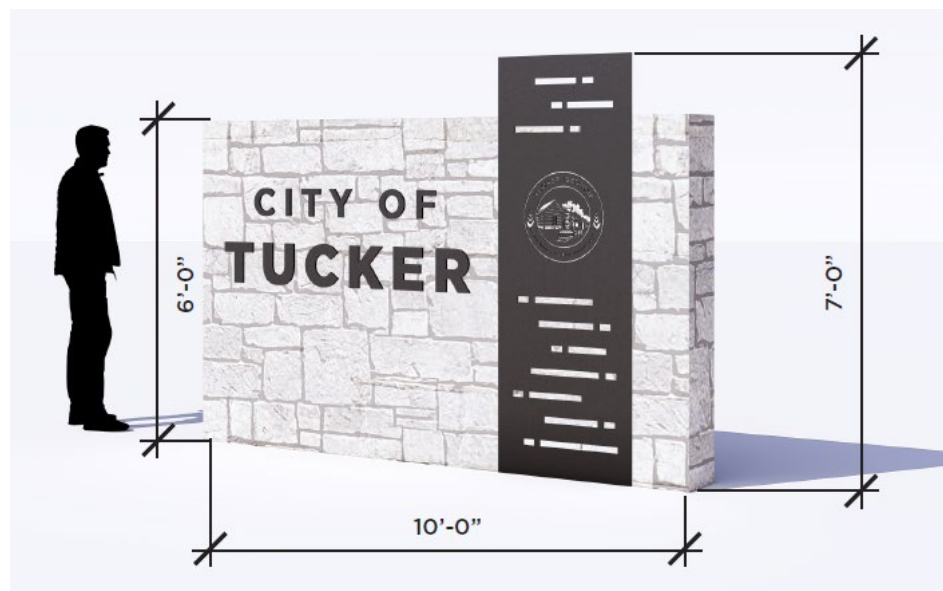
Deliverables/Project Expectations:

- Once an artist has been selected, a final design must be submitted based on the concept sketch. Renderings that show the design, scale, and positioning are preferred. The city reserves the right to request up to three revisions to refine the final design based on the criteria herein.
- After approval of the final design, progress reports of the fabrication (with photos) shall be submitted to city staff bi-weekly.

- The sculpture is expected to be completed and installed no later than December 31, 2025. However, the preference would be for the sculpture to be completed and installed by August 29th, 2025 for the opening of the Town Green, which is tentatively scheduled for Labor Day Weekend.
- The selected artist will be required to work with City Staff and their vendors regarding the permanent installation and lighting.
- Provide a maintenance plan for the city to implement, if necessary.
- The city will retain all rights to the final sculpture, including rights to reproduce the image.

Resources:

- Town Green project information: [Tucker Town Green - Tucker, GA, Official City Website](#)
- Historic Resource Report: [Tucker Plans & Studies - Tucker, GA, Official City Website](#)
- Rendering of proposed gateway sign from City Standard Guidebook:



- City of Tucker Seal:



- TKR Sticker:



EXHIBIT B
Technical Requirements and Proposal Instructions

1.0 RFP STANDARD INFORMATION

1.1 Authority

This RFP is issued under the authority of the Purchasing Division of the City of Tucker. The RFP process is a procurement option allowing the award to be based on stated evaluation criteria. The RFP states the relative importance of all evaluation criteria.

1.2 Procurement Officer Review of Proposals

A. Determination of Responsiveness

The procurement officer will determine whether a proposal is classified as either “responsive” or “non-responsive”. Proposals may be found non-responsive any time during the evaluation process if any of the required information is not provided; the submitted price is found to be excessive or inadequate as measured by criteria stated in the RFP; or the Proposal is not within the plans and specifications described and required in the RFP. If a Proposal is found to be non-responsive, it will not be considered further. If an offeror is found non-responsive, the determination will be in writing, made a part of the procurement file, and communicated to the affected offeror.

B. Determination of Responsibility

The procurement officer will determine whether an offeror has met the standards of responsibility. Such a determination may be made at any time during the evaluation process if information surfaces that would result in a determination of non-responsibility. If an offeror is found non-responsible, the determination must be in writing, made a part of the procurement file, and communicated to the affected offeror.

1.3 Evaluation of Proposals

The artist will be selected based on the submitted portfolio and criteria listed herein. A selection committee will make a recommendation on the top submittal, with final approval granted by Mayor and City Council.

1.4 General Information

- A. It is extremely important that project schedules are met. Only those firms or teams with the necessary resources and a commitment to complete all work on schedule should submit a Proposal.

- B. The City may select the best qualified artist based on the information received from interested parties as a result of this solicitation.
- C. The city of Tucker also reserves the right to increase, reduce, add or delete any item in this solicitation as deemed necessary.
- D. Generally, the City’s position is not to provide Debriefings until after the contract has been awarded, except for firms disqualified during the Due Diligence Process, in which case a Pre-Award Debriefing can be requested following Due Diligence. Any request will be accommodated at the discretion and convenience of the Department’s staff.

2.0 PROPOSAL SUBMISSION AND EVALUATION

2.1 Preparation of Proposals

Each Proposal should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation.

2.2 Submittal Requirements

Failure to meet these requirements will result in the Proposals being determined “non- responsive” and the entire submittal will be rejected.

- A. Artist resume or artist statement.
- B. A concept sketch showing the design intent and scale.
- C. Project timeframe for the completion of the sculpture.
- D. Four to Six (4-6) images of completed sculptures that are relevant to the type of submission being requested.
- E. Three professional references with contact information.
- F. Cost proposal.
 - The cost proposal shall be a lump sum proposal, all-inclusive and shall include any and all associated fees for the completion of the sculpture. This includes artist fees, material costs, travel-related costs, engineering, fabrication, delivery, supervision of the installation of the sculpture, and all other fees.
 - The cost proposal shall include an hourly rate to be paid to the artist for any additional time required beyond the lump sum cost proposal, that will be agreed upon by both parties prior to additional work being performed.
- G. A Certificate of Insurance with current Worker’s Compensation and General Liability policies for the purpose of verifying current policies.
- H. Provided required forms as part of the bid package.

2.3 Evaluation and Selection Criteria

The following are the evaluation criteria the committee will consider in determining which proposal is most advantageous to the city:

Project Understanding

Successful proposers will demonstrate an understanding of the magnitude of the task, the constraints, and the desired outcomes for the project, while proposing a product that represents the following themes:

- Tucker’s History, Present, and Future – public art in Tucker can capture the history of Tucker, its dynamic and growing diversity, and its aspirations for its future.
- Strong Civic Spirit and Community Involvement – public art in Tucker can embody its residents’ strong civic spirit and pride, while providing opportunities for greater community involvement, expression, and building common ground.
- Build on Existing Arts Organizations – the City of Tucker will bolster and strengthen its ecosystem of artists, creatives, and arts and culture organizations by supporting and creating opportunities for residents to express their artistic talents and pursuits.
- Play, Creativity, and Activity for All Ages – public art in Tucker should be engaging and interactive while further inspiring creativity and active play for a diversity of residents and visitors.
- Continue to Explore What “Small-Town Feel” Means Exactly to Community Members – public art in Tucker can be bold, adventurous, and ambitious while reflecting the various characteristics that exemplify Tucker’s small-town charm and feel.

Similar Experience/Past Performance

Successful proposers will have experience completing similar projects which should be demonstrated by providing the required number of images of complete, relevant sculptures. The City may consider any past performance on a previous contract with the City.

Pricing and Availability (Schedule)

Successful proposers will provide their most competitive pricing and project timeframe.

3.0 TERMS AND CONDITIONS

3.1 RFP Amendments

The City reserves the right to amend this RFP prior to the due date. All amendments and additional information will be posted to the DOAS/Georgia Procurement Registry, located at: http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and also the City’s website at: www.tuckerga.gov Offerors are encouraged to check this website frequently.

3.2 Proposal Withdrawal

No proposal may be withdrawn for a period of ninety (90) days after the time has been called on the date of opening.

3.3 Cost for Preparing Proposals

The cost for developing the Proposal is the sole responsibility of the Offeror. The City will not provide reimbursement for such costs.

3.4 Conflict of Interest

If an Offeror has any existing client relationship that involves the City of Tucker, the Offeror must disclose each relationship.

3.5 Minority Business Policy

It is the policy of the City of Tucker that minority business enterprises shall have a fair and equal opportunity to participate in the City purchasing process. Therefore, the City of Tucker encourages all minority business enterprises to compete for, win, and receive contracts for goods, services, and construction. The City encourages all companies to sub-contract portions of any City contract to minority business enterprises, however there is no minimum DBE requirement for this project.

3.6 Insurance Requirements

The consultant shall procure and maintain the following insurance policies; all policies shall name the City of Tucker as an additional named insured and shall provide for waiver of subrogation in favor of the City of Tucker and its affiliates:

- a. Commercial General Liability coverage at their sole cost and expense with limits of not less than \$1,000,000 in combined single limits for bodily injury and/or property damage per occurrence.
- b. Statutory Workers Compensation and Employers Liability Insurance with limits of not less than \$1,000,000.
- c. Commercial automobile liability insurance with limits of not less than \$1,000,000 combined single limit for bodily injury and/or property damage per occurrence.

3.7 Ownership

All products designed and manufactured and installed for the City shall be owned by the City.



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, regardless of the number of employees.

Contractor Name:	
Solicitation/Bid number or Project Description:	RFP 2025-005 CALL FOR SCULPTURE ARTIST OR METALSMITH

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services under a contract on behalf of the City of Tucker, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period as required by O.C.G.A. § 13-10-91(b) and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number
(EEV/E-Verify Company Identification Number)

Date of Authorization

Name of Contractor

I hereby declare under penalty of perjury that the foregoing is true and correct

Printed Name (of Authorized Officer or Agent of Contractor)

Title (of Authorized Officer or Agent of Contractor)

Signature (of Authorized Officer or Agent)

Date Signed

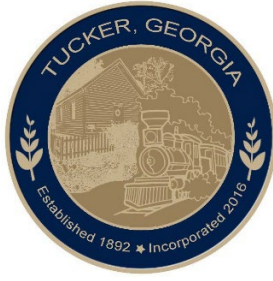
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

Notary Public

[NOTARY SEAL]

My Commission Expires: _____



PROPOSED SUBCONTRACTOR FORM: RFP 2025-005

Please complete this form and return it as part of the submitted bid package.

Name of Bidder _____

1. Subcontractor Name: _____

% of Bid Amount: _____

Description of Work provided: _____

2. Subcontractor Name: _____

% of Bid Amount: _____

Description of Work provided: _____

3. Subcontractor Name: _____

% of Bid Amount: _____

Description of Work provided: _____

4. Subcontractor Name: _____

% of Bid Amount: _____

Description of Work provided: _____



OATH OF NON-COLLUSION

COMES NOW, _____ (“Contractor”),
[*name of Contractor*]

appearing by and through _____,
[*name of individual with authority to bind Contractor*]

its _____ (“Individual And Representative Affiant”), and
[*title*]

[*insert the names of all those required to give the oath*]

(collectively, “Individual Affiants”), and each of the Individual And Representative Affiant and Individual Affiants, after first being duly sworn, deposes and says that:

1. Contractor has not directly or indirectly violated subsection (d) of the Official Code of Georgia Annotated Section 36-91-21, which provides as follows:

Whenever a public works construction contract for any governmental entity subject to the requirements of this chapter is to be let out by competitive sealed bid or proposal, no person, by himself or herself or otherwise, shall prevent or attempt to prevent competition in such bidding or proposals by any means whatever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefor by any means whatever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work.

Code Section 36-91-21(d) also applies to municipal street system contracts pursuant to Official Code of Georgia Annotated Section 32-4-122.

2. Individual And Representative Affiant is the officer of Contractor whose duty it is to make the payment.

3. If Contractor is a partnership, then Individual and Representative Affiant and Individual Affiants together constitute all of the partners and any officer, agent or other person who may have represented or acted for Contractor in bidding for or procuring the contract.

4. If Contractor is a corporation, then Individual and Representative Affiant and Individual Affiants together constitute all officers, agents, or other persons who may have acted for or represented Contractor in bidding for or procuring the contract.

Further affiants sayeth not.

This ____ day of _____, 20__.

By: _____, individually and on behalf of Contractor
[signature of Individual And Representative Affiant]

Name: _____

Title: _____

Individual Affiants' signatures and names:

Name:

Name:

Name:

Name:

Name:

Name:

Subscribed and Sworn before me on this
____ day of _____, 20__.

NOTARY PUBLIC

My Commission Expires:

Contact Information Form

Please fill out this form with the appropriate contact information for your company.

Full Legal Name of Company: _____

Date: _____

Contractor Information:

Primary Contact Person: _____

Title: _____ Telephone Number: _____

E-mail Address: _____

Secondary Contact Person: _____

Title: _____ Telephone Number: _____

E-mail Address: _____

Preferred Contact for Administration: (i.e. Document Processing) (Choose one)

Primary Contact

Secondary Contact

Address: _____

City / State / Zip: _____

Mailing Address (If different than above): _____

City / State / Zip: _____

Federal Employee ID Number (FEIN): _____