



ABOUT the PROJECT

The **2025 Paint CHQ** mural festival is an innovative project intended to enhance Chautauqua County Department of Planning and Development's ongoing economic development efforts. Public artwork is an essential building block in economic development and quality of place, and this project will bring one large mural to up to five downtown districts— providing another asset in our walkable, pedestrian-friendly downtowns. These murals will attract visitors, locals, and tourists!

In partnership with local community members, Chautauqua County will bring large-scale murals to several of our communities. Each community will have a unique project in a location that aligns with the strategy and goals of the festival. The goals and purpose of this type of artwork implementation include highlighting community assets, embracing the value of public art investment, bringing visitors to your community, encouraging economic growth, building a foundation for more public art investment, and improving quality of place.

This regional mural festival concept will build on the quality of place efforts accelerated by the Chautauqua County Department of Planning and Development, growing regional pride and garnering significant attention and exposure nationally.

Project Overview: During the Request for Qualifications, RFQ Phase, PHASE I, a review panel will evaluate initial responses according to the criteria outlined in the RFQ application. Artists or artist teams whose proposed qualifications demonstrate, in the review panel's sole opinion, the qualifications that best fulfill the purposes of this RFQ will move to the finalist selection phase, PHASE II. In PHASE II artists will be given site dimensions and hired to create proposal concepts based on specific themes. Those proposals will undergo a community jury review. The selected artist in PHASE II will be contracted to implement their mural concept in September 2025.

Applicant Eligibility

- Applicant(s) must be willing to sign an indemnification agreement, a hold harmless waiver, and a photo release waiver;
- Applicant(s) must be prepared to provide proof of insurance;
- Applicant(s) must be 18 or older;
- Applicant(s) must be able to travel to Chautauqua County to install the mural in late August and September 2025; specifically Applicant must commit to be in Chautauqua County from September 8 – September 13, 2025;
- Applicant(s) must be able to provide tax documentation and be eligible to work in the USA in 2025;
- Applicant(s) must be willing to participate in an Apprentice Program;
- Applicant(s) must be willing to participate in a dedication ceremony, interviews, or conduct demonstrations/presentations.

CREDC and Chautauqua County are an equal opportunity employer.

Statement of Work: The scope of work for the selected artist or artist team may generally include, but not limited to, the following:

PHASE I RFQ Applicant:

- Submit RFQ before the deadline (see project timeline below).

PHASE II finalists:

- Enter into proposal contract with Chautauqua County.
- Provide a fully rendered, in color, design proposal for the site by the deadline.
- Prepare and present, as necessary, the design concept, timeline for installation, materials, and equipment needed.

PHASE III finalist(s):

- Enter into contract with Chautauqua County. .
- Install the mural within the contractually stated timeline.
- Install the mural in accordance with the terms and conditions of the contract. The Artist or Team will work collaboratively with A H Public Spaces Consulting and Chautauqua County to ensure that the mural is installed correctly and in a timely manner.
- Artist(s) may be asked to work with local volunteers and/or artists while implementing the mural.
- Artist(s) will attend a dedication ceremony at the mural site.

Project Timeline:*

JANUARY 2025

MARCH 16, 2025

MARCH 23, 2025

MAY 18, 2025

JUNE 2025

JUNE 2025

AUGUST –

SEPTEMBER 13, 2025

Phase I: RFQ release

Phase I: Deadline for RFQ submissions

Phase I: Review RFQs and make finalist selections. Phase II Finalists selected and notified; Finalists signed into contract; *all applicants will be notified about the status of their application*

Phase II: Deadline for finalist(s) design proposals

Jury review of finalist(s) design proposals

Phase III: Artists Selected and signed into contract; *all finalists will be notified about the status of their application.*

Phase III: PAINT CHQ Mural Festival; Murals are installed.

**Dates may be changed due to inclement weather; Chautauqua County reserves the right to modify this schedule if necessary.*

Public Art Location: The project locations are within the downtowns of five major communities within Chautauqua County. This is a regional festival, meaning the mural sites will be located throughout Chautauqua County, NY. A specific site template, creative brief, and site photos will be provided to Phase II finalists.

Specifications: The total area of the murals range between 800 square feet to 2,000+ square feet. Phase II finalists will be assigned to a specific site and paid to design a proposal for their assigned location.

Mural Theme: The goal is to provide a creative installation that will resonate with the Chautauqua County. A creative brief is being developed by each community. This document will be shared with Phase II finalists. Phase II muralists are asked to use this reference material to develop their design. Not all components of this brief should be included in the artist's proposal. The goal of the mural is to highlight community assets, tell a unique story, and celebrate Chautauqua County.

Project Budget: There is no fee for RFQ applicants to submit their qualifications in Phase I.

A review committee will select the Phase II artists from the RFQ applicants. Phase II finalist(s) will enter into a contract with Chautauqua County, provide a signed Form W-9, and issue an initial stipend invoice for a design proposal fee.

The selected artist(s) will be paid to implement their mural. Phase II finalists will be assigned a location, and they will be told the budget for their mural site. Chautauqua County will cover all costs associated with the mural, inclusive of, but not limited to, artist fee, materials, transportation, travel to and from the site, project documentation, associated project equipment rentals and purchases and the contingency to cover unexpected expenses and any other costs related to the mural not covered in the preceding list. Food and non-mural-related expenses will be the responsibility of the muralist. The muralist is responsible for obtaining insurance and providing proof of insurance. The muralist will be given a portion of the artist stipend amount upon signing their Phase III contract and providing any necessary documentation. The artist will be awarded the final sum of payment at the satisfactory completion of the project.

CREDC will serve as the fiscal agent for the initiative.

Work Samples Submission Guidelines: Qualifications must be submitted electronically via the **JotForm link**. Applications that do not include the below mandatory information will be rejected without further consideration. Applications must be received on or before the due date and time specified in this solicitation.

RFQ JotForm Application must include the following:

- a. **Applicant Contact Information:** Please provide your name, mailing address, email address, phone number and city of residence
- b. **Professional Resume (2 Page Limit):** An outline of the primary artist's background and experience with examples of work done by the primary artist(s); and a list of other individuals who will assist in the completion of the project, detailing their training, and relevant work experience.
- c. **Four Previous Work Images:** four relevant work samples; please indicate: location, dimensions, medium, and completion date within the prompted area.
- d. **A Brief Statement:** State in 200 words or less why you are interested in participating in this project.
- e. **Optional:** Select a town within Chautauqua County that applicant may prefer to work (*this is not a guarantee that the applicant will be assigned to that location*).

Evaluation: All responses received by the deadline will be evaluated by representatives of the Chautauqua County review panel and members of the community. Chautauqua County reserves the right, based on the scores of the qualifications, to create a short-listing of artists who have received the highest scores to interview or conduct demonstrations/presentations. Those chosen by the review panel will be invited to move forward as Phase II finalists.

Evaluation Factors for Request for Qualifications: The review panel will consider the following factors and weigh on which qualifications will be judged during this process: expressed understanding of project objectives in written statement, artistic quality of previous work, scale of previous work, and style of previous work. Artistic quality shall be demonstrated by the artist(s) work samples, experience in the production of public art.

Evaluation Factors for Proposals: Artists whose proposed qualifications demonstrate they best fulfill the purposes of this RFQ, will be invited to enter into a contract with the Chautauqua County and receive a stipend to develop a proposal for the project. The Chautauqua County review panel will consider the following factors and weighting on which artist(s) proposals will be judged: mural design and written narrative. The selected finalist's designs will be shown to the community and Property Owner for final approval.

Deadline: Qualifications must be received by **JOTFORM APPLICATION** no later than **11:59 p.m. (EST), MARCH 16, 2025**. Incomplete or late submissions will not be considered.

JotForm Link: <https://form.jotform.com/250075255909157>