

Town of Parry Sound

REQUEST FOR PROPOSALS Charles W. Stockey Centre for the Performing Arts Art Exhibit

RFP Closing Date and Time:

**Thursday, February 28nd 2019
at 3:00pm**

Contact Person:

**Nicole Mullen
Programming & Events
Manager**
Town of Parry Sound
Charles W. Stockey Centre &
Bobby Orr Hall of Fame
2 Bay St.
Parry Sound, ON P2A 1S3
Telephone: (705) 746-4466 ext
202

(Lowest or any proposal not necessarily accepted)

1.0 EXECUTIVE SUMMARY

The Town of Parry Sound is accepting proposals for a 1-year long art exhibit to be on display on the Lobby walls at the Charles W. Stockey Centre for the Performing Arts & Bobby Orr Hall of Fame.

2.0 Charles W. Stockey Centre & Bobby Orr Hall of Fame Space

Art pieces must be affixed securely and safely to the Lobby walls. Wall space includes Prelude Room Alcove, stairway to Mezzanine and Balcony Level.

3.0 PROPOSAL DETAILS

3.1 Details

Proposal is to include approximately how many pieces would be on display, how often the pieces would be changed over, if a rental fee would be applicable or what compensation would be given to the Stockey Centre for wall space or pieces sold. The Stockey Centre reserves the right to allocate the available space to more than one group/artist.

3.2 Installation

Proposal is to include execution and installation details/schedule of all art pieces. Pieces are to be properly secured to the wall(s) without creating any significant damage to the walls other than mounting hardware. The Stockey Centre is not liable for installing or removing any of the pieces. Any damage sustained to the walls from the hanging/removal of the pieces is the responsibility of the Lessee.

4.0 Site Meeting

Proponents are encouraged to attend a site visit which will be held Thursday, February 14th at 11am at the Stockey Centre. Notice of intention to attend must be submitted to Nicole Mullen, nmullen@stockeycentre.com by Monday, February 11th.

5.0 Project Timeline

The lease is to commence March 15th 2019 and will be for 1 year in length. Discussion of additional years to be considered closer to end of the term.

6.0 General Conditions

Proposal must include two references
Proposal must list sub-trades, if applicable

Proposal must include compensation or rental agreement for art display
Proposal must include list of artist(s) and photos/examples of paintings

7.0 Evaluation Criteria

The proposal will be evaluated per the following criteria:

Proposed Compensation/Rental Arrangement	50%
Number of Artists involved	15%
References	15%
Promotion of Art Exhibit	20%
Total Available Points	100%

8.0 Submission Conditions

Proposals are due no later than February 28th 2019.

Three (3) hard copies of the proposal must be submitted to Nicole Mullen, Programming & Events Manager, Charles W. Stockey Centre, along with one electronic version:

Nicole Mullen
Programming & Events Manager
Charles W. Stockey Centre
2 Bay Street
Parry Sound, Ontario
P2A 1S3
nmullen@stockeycentre.com

Any proposals submitted after the above date will be returned unopened.

Faxed and electronic proposals will not be accepted.

Any or all proposals may not necessarily be accepted.

Proposals must be in sealed envelopes clearly marked "RFP – Stockey Centre – Art Exhibit Proposal"

For more information please contact Nicole Mullen at 1-877-746-4466 x202, or by email: nmullen@stockeycentre.com

PROPOSAL APPLICATION FORM

**Request for Proposal
Charles W. Stockey Centre Art Exhibit
General Information**

This form must be signed by a person authorized to make proposals on behalf of your agency. To be considered for this project, submissions must be completed in accordance with this RFP and this cover sheet attached.

Legal Company Name

Date

Authorized Official (Signature)

Title

Print Name

Contact Person for Business Operations

Address

Phone Number

Fax Number

Email Address

Date/Time Received

Received By