

**AKRE CAPITAL MANAGEMENT
2 WEST MARSHALL STREET
MIDDLEBURG, VA 20117**

REQUEST FOR PROPOSAL FOR MURAL ART



TABLE OF CONTENTS

1. SUMMARY AND BACKGROUND	2
2. PROPOSAL REQUIREMENTS	2
3. PROJECT SCOPE	2
4. PROJECT AND ARTIST SELECTION TIMELINE	3
5. BUDGET	3
6. BIDDER QUALIFICATIONS	3
7. PROPOSAL EVALUATION CRITERIA	3
8. PROJECT DESCRIPTION	4
9. PROPOSAL SUBMISSION	5
10. ADDITIONAL INFORMATION	5

1. SUMMARY AND BACKGROUND

Akre Capital Management, located in Middleburg, Virginia, occupies a historic building formerly known as Mosby's Tavern. Built in 1949 as a car dealership, the building has since been home to two restaurants and now serves as an office to Akre Capital Management. ACM desires to have a mural painted on the north exterior elevation of the building that faces the parking lot. This project serves to enhance the lives of ACM employees who view it daily and to provide an artistic opportunity for a talented illustrator. We have purposefully not selected a theme in order to provide the mural designer the potential for artistic expression.

We seek proposals from those who have the ability to design, manage and implement the mural project to completion.

2. PROPOSAL REQUIREMENTS

- A. Detailed scale drawings formatted to print in color on an 11" x 14" page.
- B. Detailed description of the process intended to implement the design.
- C. Timeline to complete the project.
- D. Budget for the project.
- E. Examples of similarly completed projects with references.
- F. Certificate of Insurance.
- G. If any portion of the work must be outsourced this must be clearly included in the proposal along with attendant costs and insurance certifications.

3. PROJECT SCOPE

The scope of this project includes the mural design and all aspects of the successful implementation of such design.

The selected bidder will be responsible for planning and executing the mural project including securing any equipment associated with the implementation and demonstrating all participants are insured.

4. PROJECT AND ARTIST SELECTION SCHEDULE

- Advertising Period: mid-February through May 31, 2018
- Deadline for Submissions: May 31, 2018
- Review Period: June 1 - 15, 2018
- Artist Selection: Week of June 18, 2018
- Implementation Phase: July - September 2018

5. BUDGET

The budget for this project is roughly \$15,000. Consideration will be given to proposals exceeding budget allowance by reasonable amounts. All costs and fees must be clearly described in each proposal.

6. BIDDER QUALIFICATIONS

Bidders should provide the following items as part of their proposal for consideration:

- Description of experience in mural design and implementation
- Anticipated resources you will need to complete this project.
- Timeframe for completion
- Successful bidder will provide Certificate of Insurance naming Akre Capital Management & Mosby's Tavern Associates as additional insureds.

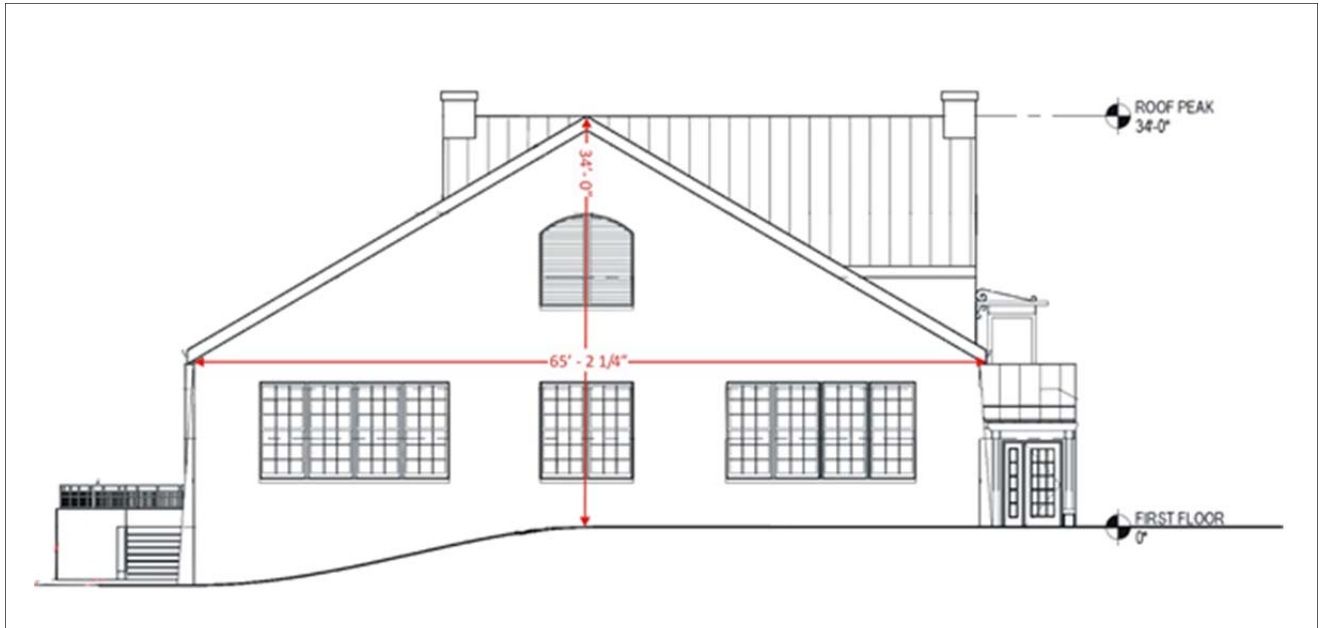
7. PROPOSAL EVALUATION CRITERIA

Akre Capital Management will evaluate all proposals based on the following criteria:

- Overall proposal suitability: Proposed design must meet the scope and needs included herein and be presented in a clear and organized manner
- Previous work: Bidders will be evaluated on examples of their work pertaining to mural design and implementation as well as references
- Value and cost: Bidders will be evaluated on the cost of their design based on the work to be performed in accordance with the scope of this project

8. PROJECT DESCRIPTION

The building face, approximately 1,560 sq. ft., is to be utilized as a design surface. Artwork may cover all or a portion of the building.



9. PROPOSAL SUBMISSION

Proposal packages may be submitted via email by May 31, 2018 to:

pcallahan@akrecapital.com

To submit hard copies: Akre Capital Management – Attn. Patricia Callahan

USPS: P.O. Box 998, Middleburg, VA 20118
FedEx: 2 West Marshall St. Middleburg, VA 20117

10. ADDITIONAL INFORMATION

- Inquiries – pcallahan@akrecapital.com or (540) 687-8926
- Upon acceptance, contract negotiation with the winning bidder will immediately begin.
- Notifications to bidders who were not selected will be issued after contract with winning bidder is fully executed.
- Winning proposal will be subject to Town of Middleburg Historic District Review
- Town of Middleburg information:
<https://www.middleburgva.gov/about-middleburg.html>