

HAINES BOROUGH PUBLIC NOTICE

REQUEST FOR PROPOSALS

“WELCOME TO HAINES” ARTWORK AT PORT CHILKOOT DOCK



This Request for Proposals (RFP) is issued by the Haines Borough to invite qualified artists to submit proposals to design and fabricate a “Welcome to Haines” artwork at the Port Chilkoot Cruise Ship Dock, Haines, Alaska.

The artwork should be no larger than 10’ x 10’ and will fit onto the newly constructed dock. The previous artwork at that location was a popular photography spot for visitors. The message “Welcome to Haines” should be incorporated into the artwork design.

The Borough has budgeted \$5,000 for this project. Proposals will be accepted that exceed this amount, but efforts to work within this budget will be highly considered. The artwork should reflect the community of Haines, provide a backdrop for photography, and be ready for installation no later than May 2, 2014. Artwork should be appropriate to display outside in Southeast weather conditions and have the capability to be dismantled and stored during the winter.

Proposals are to be submitted via hand-delivery, mail or email attachment. The Haines Borough will receive proposals until 2:00 p.m., Local Time, Friday, **January 31, 2014 (per Addendum #1)**, at the Office of the Borough Clerk, Borough Administration Building, 103 Third Ave. S, P.O. Box 1209, Haines, Alaska 99827; mwebb@haines.ak.us.

Proposal packets should include the following:

1. Letter of Transmittal (containing the name, address and phone number of proposers)
2. Qualifications
3. Documents pertaining to artwork, licenses, etc.
4. References

Consideration will be given to artists who submit conceptual drawings and portfolios to show their proposal and examples of past artwork completed, and to the price of the proposal. Artists are encouraged to submit multiple concepts. Award of the contract will be contingent on the artist acquiring a Haines Borough Business License.

A selection committee will be formed from the Haines Borough community. The selection process will take up to four weeks and the selected proposer will be announced by Friday, February 28, 2014 (**per Addendum #1**). The selection may require Haines Borough Assembly confirmation. Inquiries may be made by contacting the Borough Clerk or Manager at (907) 766-2231.