

## **Request for Proposal**

### **Interior Decoration Services at Othello Library**

Mid-Columbia Libraries (MCL) is accepting proposals to provide interior decoration services at the Othello Library, 140 E Main Street, Othello, WA 99344.

Deadline for submittal of questions: 5:00 pm PST, Friday, May 16, 2025. MCL reserves the right to modify scope and requirements for RFP up until 5:00 pm PST, Tuesday, May 13, 2025.

Deadline for Submission of Proposal: 5:00 pm PST, Friday, May 23, 2025. Selected proposal must be ready to proceed on award of contract.

Copies of floor plans can be requested by contacting Erin Meneely at (509) 737-6344 or [emeneely@midcolumbialibraries.org](mailto:emeneely@midcolumbialibraries.org).

Proposals should be addressed to: Erin Meneely, Associate Director – Operations and may be transmitted by mail to:

Mid-Columbia Libraries  
Attn: Associate Director - Operations – ART RFP  
405 S. Dayton, Kennewick, WA 99336

or by email to: [emeneely@midcolumbialibraries.org](mailto:emeneely@midcolumbialibraries.org).

#### **Scope of Services**

To provide comprehensive interior decoration services using a sandhill cranes theme for the Othello Library, broken out into the following elements:

1. Base Bid/Feature – The fabrication and installation of a durable, hard material, scaled anthropomorphized adult sandhill crane in flight, donning aviator gear. Total wingspan of this installation is 6-7 feet, situated approximately 10 feet above the lobby/foyer area, suspended/anchored at the corner of the north and west walls.
2. Alternate/Secondary – The fabrication and installation of two durable, hard material, wall mounted, proportionately scaled anthropomorphized juvenile sandhill cranes in flight, donning aviator gear. These pieces would be installed above the lobby/foyer area, mounted in relief on the west wall.

The accents of all art pieces should feature the following colors: Pantone 3015, 3115, 1795, 1225, and 583.

Successful contractor will work directly with the Executive Director and staff to develop a comprehensive design vision that is whimsical and imaginative.

Proposal shall include the following:

1. Research and sourcing that documents the research, description of the procurement and fabrication of each of the above listed elements.
2. Detailed drawings showing proposed design plans.
3. Describe project management of services, both onsite and offsite, in order to ensure successful fabrication and installation of pieces. Identify key personnel who will be assigned to the project to

handle client interface, manage vendors, contractors & artists, attend construction progress meetings and maintain project schedule as related to the interior design scope and accountabilities.

4. Timeline for installations and oversight of installations.
5. Itemized price quote for all services, materials and artwork, including installation.