



**THE CITY OF OKLAHOMA CITY  
OFFICE OF ARTS & CULTURAL AFFAIRS**

**CALL TO ARTISTS/REQUEST FOR INFORMATION:  
EXTERIOR MURAL FOR PITTS PARK RECREATION CENTER**

TOTAL PROJECT AWARD: \$9,000

DEADLINE FOR SUBMISSIONS: 4:00:00pm on Wednesday,  
November 24, 2021



*“What this man did in an hour of incredible courage will live in the story of America as long as America endures - as he will live in the hearts and memories of those who loved him. He was a brave man and a leader of men. No greater thing could be said of any man.” – President Lyndon B. Johnson*

# Work Scope: Exterior Mural on Aluminum Composite Panels

## 1. Project Summary

The exterior public artwork sought through this Call to Artists will be an exterior mural either painted or digitally designed and applied to Aluminum Composite Panels designed for and installed on the side of the recreation center building at Pitts Park in Oklahoma City. It is recommended that the Artist(s) selected for this commission award use a licensed and bonded sign contractor to attach the Aluminum Composite Panels to the brick wall within the grout joints. Each Aluminum Composite Panel can be installed as a 4' X 8' rectangle or can be cut to shape for any unique designed by the Artist. It is recommended that Artists thoroughly research and understand the use of Aluminum Composite Panels for murals on historic buildings prior to competing for this mural project. Attached are recommendations on preparation and on installation requirements for the Aluminum Composite Panels. The location of the mural will be on the west exterior wall (see bold red line) of the building as shown in Figures 2 and 3 below:

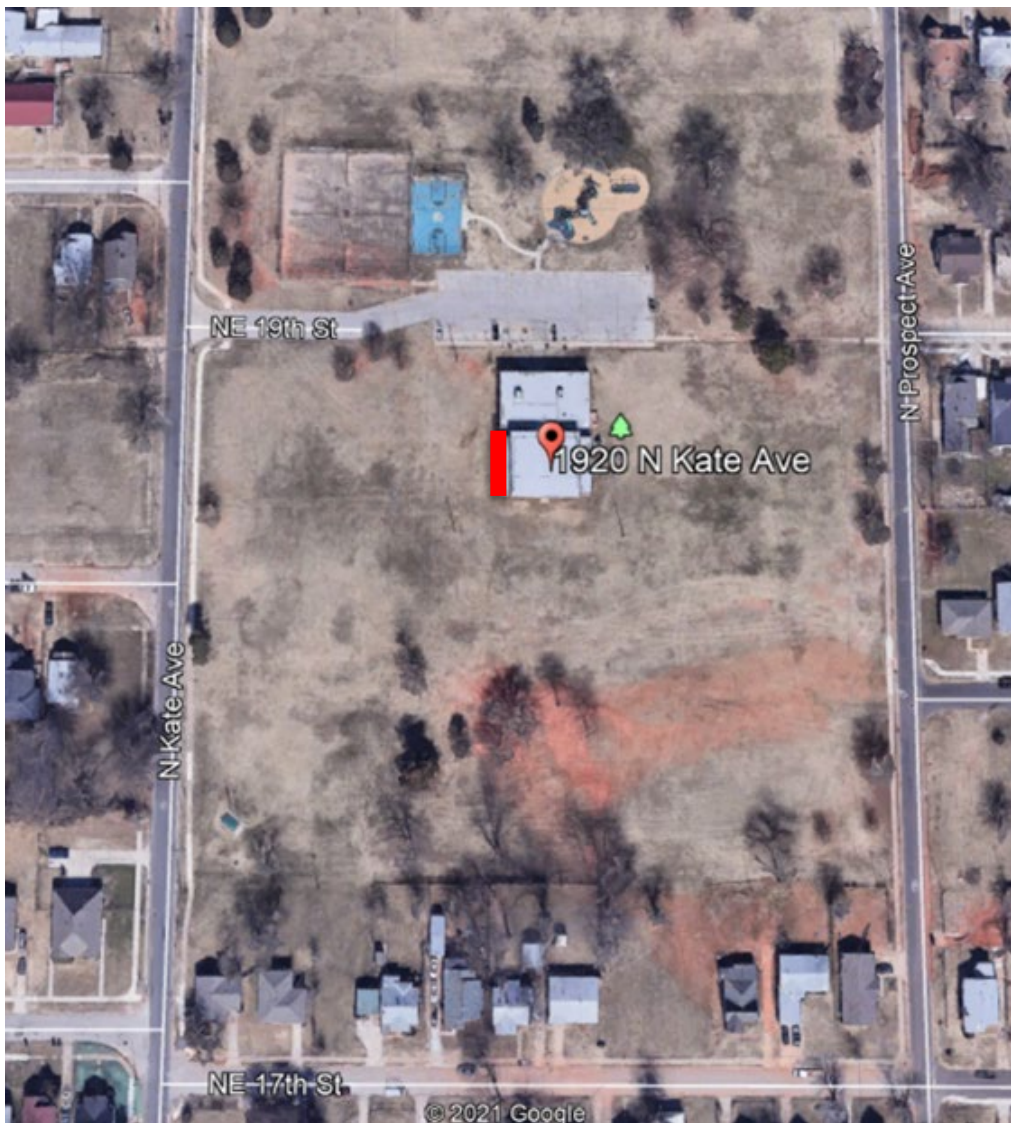


Figure 1: Mural Location. Pitts Park Recreation Center is located at 1920 N. Kate Avenue in Oklahoma City. The west exterior wall is identified in red for this project.



Figures 2 (above) and 3 (below: Pitts Park Recreation Center (shaded rectangle); indicates location for mural.



## 2. Background

Captain Riley Leroy Pitts was a 30-year old infantry officer, due to return home from Vietnam, when he was killed in action after an act of heroism on October 31, 1967. Captain Pitts was a graduate of Wichita State University in 1960 with a Bachelors Degree in Journalism after graduating from Douglass High School in Oklahoma City.

He left for Vietnam on December 26, 1966 and was a public information officer before he requested combat experience so he could move up in the ranks of the Army. He served for over 11 months in Vietnam and was commander of C Company, Second Battalion, 27<sup>th</sup> Infantry, 25<sup>th</sup> Division. It was the last day of his one-year tour when he was killed during an air mobile assault, when his company came under automatic weapons fire when it landed. Despite the fire, Pitts forcefully led an assault that overran the enemy position. Shortly thereafter, Captain Pitts was ordered to move his company to reinforce another that was engaged against a strong enemy force. As the company moved forward, intense fire was received from three directions at close range, preventing the maneuvering of the unit. When rifle fire proved to be ineffective because of heavy foliage, Pitts picked up a grenade launcher and began pinpointing targets when he was mortally wounded.

Captain Pitts became the only Oklahoman to receive the Medal of Honor and he was the first Black man decorated with the nation's highest decoration for heroic military action. President Lyndon B. Johnson presented the medal to Pitt's widow, Mrs. Eula M. Pitts, with her children Mark (then 5) and Stacie (then 7) at her side at a ceremony in the President's White House Office on December 10, 1968.

It is estimated that 987 Oklahomans were either killed, became prisoners of war or were missing in action. Nearly 59,000 Americans died in Vietnam while 170,000 soldiers from the Army of the Republic of Vietnam died and 1 million civilians of both North and South Vietnam were killed.

The park was named Riley Leroy Pitts Park by proclamation of the City Council in 1975. Since that time the Park has been an important gathering place for the neighborhood and was the site of Clara Luper's annual Freedom Fiesta Commemorating the civil rights sit-ins in Oklahoma City for many years.

### **3. Budget**

The \$9,000 budget will include the artist fee, all labor and materials, insurance, transportation, mural permit fee, identifying art marker, and tool and equipment expense to design, fabricate, and install the selected work of art.

### **4. Selection Committee**

The Selection Committee will evaluate all Request for Information (RFI) responses and choose up to three finalists for the Project. Finalists will be invited to a Mandatory Site Tour and a Final Jury meeting at which they will present proposals to the Selection Committee. Each Finalist or Finalist Team will be paid \$250 as compensation for all these deliverables.

The Art Selection Committee members will include:

1. Elected Official
2. Parks Department Representative and/or Parks Commissioner
3. Stakeholder Representative(s) which may include a family member or member of a Veterans' Group
4. Arts Commissioner
5. Professional Art Juror

### **5. Request for Information (RFI) Requirements**

The deadline for Letter of Interest (LOI) submissions is 4:00:00pm on Wednesday, November 24, 2021. This project is limited to Prequalified Pool artists who meet the following criteria:

#### **Eligibility Criteria:**

1. Artist is currently in one of the Pre-Qualified Artist Pool categories.
2. Artist understands the culture of the area through past experience and relationships.
3. Artists not currently in the PreQualified Pool are eligible if they recruit a current member of the Pool as a team partner. The Pool artist will be the primary artist if the team selected for the commission.

#### **RFI Submittals will include:**

1. A letter of interest which includes your contact information. This can be done in the body of an email, or as an attachment. (see sample below).
2. Images of three works completed since January 1, 2016. A team of artists that do not normally work as a team may submit 3 images per team member.

3. An image ID sheet (see example). Please email the above to Robbie Kienzle at [robbiel.kienzle@okc.gov](mailto:robbiel.kienzle@okc.gov). Up to three Finalists will be selected based upon available information.

### **RFI Selection Criteria**

The following four criteria are considered in the first round of the selection process:

1. Artistic excellence, originality, and ability to produce a consistent body of work, as evidenced by representation of past work in images and other supporting materials.
2. Experience with projects of a similar scale and scope.
3. Appropriateness of artist/team's approach and style to the project's intent and site.
4. Price and current market value of artist/team's work in relation to the scope and value contemplated for this commission.

## **6. Finalist Requirements**

Artists selected as finalists will create a proposal that should be site specific, reflecting the valor of Captain Riley Leroy Pitts, and designed in response to the park's surroundings. Finalists who attend both meetings and present proposals will be paid a fee of \$250 to include all design fees, materials, transportation, and any other costs or fees associated with competing in the final selection phase. These fees are usually processed and paid within three weeks of receipt of an invoice from Finalist.

### **Finalist Submittals will include:**

1. Illustrations and/or renderings of the proposed design.
2. A detailed project budget.
3. Installation/production details (surface prep, on site equipment, proposed timeline).
4. A maintenance plan with an estimate of costs to maintain the proposed work.
5. A one page, one paragraph artist statement about proposed work proposed.
6. Statement about any conflicts in schedule for project (refer to Schedule of Events).

### **Finalist Selection Criteria**

1. Availability to work within project time frame.
2. Good work habits that include the ability to meet deadlines, stay on budget, communication well, solve problems as they arise—as supported by references
3. Important consideration will also be given to: safety, accessibility, durability, maintenance, requirements, permanence of materials, protection against vandalism, and timelessness of the artwork proposed
4. Design must reflect the local customs, styles or cultural attitudes of neighborhood residents and provide a sense of place.
5. Artist applications will be evaluated to determine whether the artist(s) involved possess the creativity, technical skills, and discipline required for this public art project.

## **7. Schedule of Events**

The following schedule is proposed for this Project. Please note that The City reserves the right, as deemed necessary, at their sole discretion to adjust this schedule and provide written notice to the Artists.

**Call to Artists (RFI) announced .....on Veterans’ Day, November 11, 2021**  
**Letters of Interest due ..... by 4:00:00pm, Wednesday, November 24, 2021**  
**First Selection Committee meeting..... by December 31, 2021**  
**Notification of Selection (up to 3 Finalists)..... by January 4, 2022**  
**Mandatory Site Tour ..... January 17, 2022**  
**Final Selection Committee meeting/Final Jury .....February 24, 2022**  
**Notification of Selection..... by February 25, 2022**  
**Arts Commission Approval .....March 21, 2022**  
**City Council Approval..... April 12, 2022**  
**Notice to Proceed: Contracting, Fabrication, Installation..... by May 1, 2022**  
**Installation and Final Inspection .....by June 1, 2022**

**8. Other Submission Information**

The City reserves the right to withdraw this Call to Artists at any time and for any or no reason. Receipt of submission entries by The City or selection of an artist for purposes of negotiating a contract confers no rights to any artist nor obligates The City in any manner. The City reserves the right at its sole discretion and for any reason, to reject all submission entries and not award any contract and to solicit additional or different submission entries at a later time. The City incurs no obligation regarding this Call to Artists, or any contract resulting there from, until a contract is fully completed, and documents properly submitted and executed by all parties.

Any submission shall remain a valid entry for twelve (12) months after the submission deadline or until The City executes a contract, whichever is sooner. The City may, in the event the selected artist fails to negotiate a satisfactory contract or fails to perform, and the contract is terminated within forty-five (45) days of its initiation, request the artist submitting the next best entry to honor their submission entry.

Costs of developing a submission entry are solely the responsibility of the artist. The City shall not provide reimbursement for such costs. The City shall not be liable for any artist’s preparation costs for any reason, other than that paid as fee to an artist or artists invited by the Selection Committee to produce sketches and/or renderings and other conceptual design report information described in this RFI for the selection interview. Submission of an entry shall constitute acceptance of the terms, conditions, criteria, requirements and evaluations set forth in this Call to Artists and operates as an offer and a waiver of all objections and Proposer originated modifications to the contents of this Call to Artists.

All entries properly submitted shall be received and reviewed by The City. The City reserves the right to reject any entry deemed to be non-responsive for failure to comply fully with the terms of the Call to Artists. However, The City reserves the right, at its sole discretion, to request clarifications, corrections or additional information and to waive Irregularities in execution or delivery of the entry provided it is in the best interest of The City.

The City reserves the right to amend this “Call to Artists” at any time no later than five (5) working days prior to the deadline for submission of the entries, unless the amendment is for the purpose of extending

the deadline or time for the receipt of this Call to Artists in which case such amendment may be promulgated at any time prior to the previously published deadline or time for Submissions receipt.

This project is funded by the Community Development Block Grant (CDBG) program from the US Department of Housing and Urban Development. Artist shall comply with all federal, state and municipal laws, rules and regulations applicable to the CDBG-funded activity.

**9. Selected artist will be required to provide The City with:**

1. A certificate of insurance for worker's compensation and liability coverage from the vendor who will complete supply and install the aluminum composite panels; or an exemption certificate procured from Oklahoma's Workers' Compensation Commission;. Insurance must be in place prior to entering location for the purpose of completing the Work and until final acceptance of the Work by the Arts Liaison.
2. General Commercial Liability Insurance with responsible insurance underwriters acceptable to The City of Oklahoma City insuring both Artist's Vendor and City against all legal liability for injuries to persons caused by Vendor's use and occupancy of the premises or otherwise caused by Vendor's activities and operations on said premises, with liability limits of not less than those established in the Governmental Tort Claims Act, 51 Oklahoma Statutes § 151 et seq., for accidental and personal injury. Currently, those limits are \$175,000 for a claim for any other loss arising out of a single act, accident, or occurrence; \$25,000 for a loss of property; and \$1,000,000 for any number of claims arising out of any single occurrence or accident. Artist shall furnish The City of Oklahoma City with a certificate of such insurance which shall list both City and Artist as additional insured under said policy or policies and insurer shall provide notice thirty days prior to cancellation.
3. Completed Vendor Registration Form and W-9
4. A release of Artist's rights of attribution and integrity generally conferred by Section 106A(a) of Title 17 of the U.S. Code (The Visual Artists Rights Act of 1990, "VARA"), and any other rights of the same nature granted by other federal, state or foreign laws.

**Sample letter of interest:**

November 23, 2021

To: Office of Arts & Cultural Affairs

From: (Name of Artist or Artist Team)

RE: Call to Artists for Mural for Pitts Park Recreation Center

To the Arts Liaison:

I, (Name of Artist and/or Team Members) would like to be considered by the Selection Committee for the Pitts Park Mural Project. I have read the RFI and I accept the terms stated therein.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ I have included additional images of my work and a corresponding image ID sheet. (If other team members, include their images as well.)

\_\_\_\_\_ The images on file with the Pre-Qualified Artist Pool are adequate to consider my qualifications.

**INSTRUCTIONS:**

Email your response to Robbie Kienzle at: [robbiel.kienzle@okc.gov](mailto:robbiel.kienzle@okc.gov) before Friday, November 24th, 2021, at 4:00:00pm.



# Working with Aluminum Composite Panels

By Donna Mayne

Art Director of the City of Windsor Art Studio

Since 1998, The City of Windsor Art Studio has highlighted Windsor's heritage and achievements in the form of mural art. To date, we have 40 mural sites that reflect the uniqueness of four different business communities and have provided work experience and exposure to more than 50 local artists.

The substrates used for the murals have varied from site to site. We've applied paint directly to brick, cement block and stucco as well as portable surfaces that include Duraply, Bungee Banner, Dibond and Alucobest.

Dibond and Alucobest are registered trade names for aluminum composite panels that can be ordered from most distributors of sign products. The panels are made up of two thin sheets of aluminum that sandwich a plastic core. Front and back are finished in a hard and shiny coating of paint. The panels can be ordered in a variety of colours. We generally purchase 4' x 8' or 5' x 10' panels in 3mm thickness.

(See links for detailed specs)

Dibond [http://www.dibond.com/alcan/acsites.nsf/pages\\_acde\\_en/index.htm](http://www.dibond.com/alcan/acsites.nsf/pages_acde_en/index.htm) )

Alucobest <http://www.huayuanfu.com/e/faq.htm>

Painting on portable surfaces has obvious advantages. You can paint indoors year-round and if the installed mural is not site specific, the panels can be removed and relocated if the building is sold or torn down.

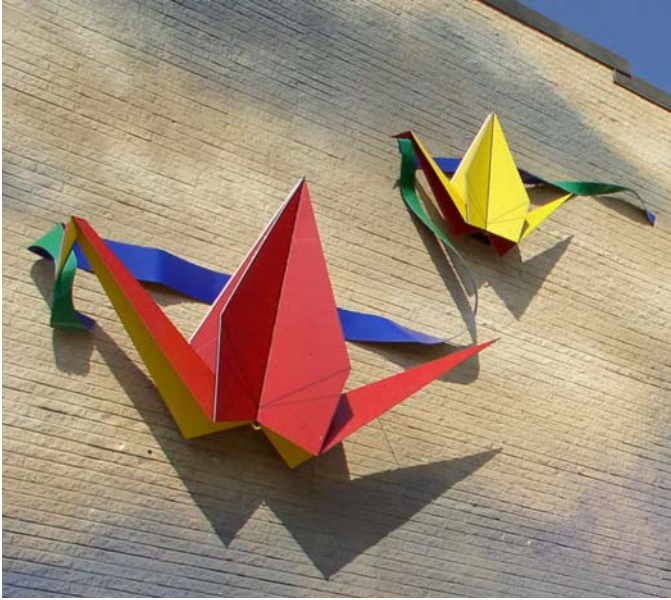
Aluminum panels are ideal for murals because, unlike wood, they're not affected by moisture. They don't buckle, swell or delaminate. They are lighter in weight, can be bent to form curves, and can be precisely cut to any shape.

## Applications

Detail from *Safe Passage*, shows panels of Alucobest cut, painted and installed on a brick wall.

Artists: Steve Jamieson,  
Donna Mayne,  
Bernadette Robertson,  
Jacqueline Raulin,  
Sherrill Tucker and  
JoAnne Weston.





Inspired by the Japanese art of origami, these cranes carry a “Harmony Ribbon” across the wall as a symbol of our desire to live in a peaceful and harmonious society. For this mural, we ordered Dibond panels in yellow, red and blue. The green is a vinyl coating we applied.

Detail from *Peace Cranes* by:  
Donna Mayne, Paul Mazak,  
Andrea Milne and Naushad Shaikh

## Procedures

1. The panels arrive with a plastic film that needs to be removed. Below are photos of artists working with both black and white Dibond.



2. The panels are lightly sanded with 100-grit sandpaper - just enough to dull the sheen and provide a tooth for the primer. Avoid over-sanding, as this will expose the bare aluminum.
3. Remove all the dust with a damp cloth then prime with a good quality metal primer. We use Zinsser Bulls Eye 123 primer.

If desired, you can also draw on the plastic film, cut and peel away only the areas of the panels you want to paint. The film acts as a perfect masking material. However, if you’re working with acrylic paints, exposed areas should still be gently sanded and primed first to ensure proper paint adhesion.



Inspired by hood ornaments from around the world, this detail of *Carousel* was spot primed and painted on black Dibond.

Artists:

Terry Baker, Paul Foley, Donna Mayne and Ryan Pearson

4. Panels can be cut with a jigsaw or table saw using metal blades. Eye protection is a must as the fine metal shaving pose obvious hazards.
5. The newly cut edges are very sharp and should be rasped or sanded to make handling safer.



6. After the painting is complete, a clear coat is applied. No need to worry about this material “breathing.” We send our panels to a local auto-body shop and have them professionally cleared. The result is a beautiful car-like finish that can be easily washed and has the added protection of UV filters.

## Installation

Installation varies according to the surface to which the panels are mounted. It is recommended that an architectural engineer be consulted. For simple installs on brick, we generally use 1 ½ inch stainless steel flathead screws with nylon Mungo plugs. We pre-drill holes in the panels and brick, tap in the plugs and then drive in the screws. The screw heads can also be primed and painted to match the mural. The screws are placed at 16” intervals around the perimeter and 32” intervals in the middle of each panel.



***The Windsor Star/  
20<sup>th</sup> Century Chronicles***  
Was painted on 41 panels of Dibond. Cutting the panels helped create the trompe l'oeil effect of the architectural motifs. This mural was installed directly on the walls.  
Depicted, is the history of the Windsor Star on the left and its coverage of our community on the right.

Artists: Terence Baker,  
Lorraine Eadie, Paul Foley,  
Cheryl Golden,  
Melissa Kaiser,  
Donna Mayne,  
Lynda Moffatt,  
JoAnne Weston

Uneven walls will prevent the panels from lying flat and tight together. If the walls are too rough to work with, we create a framework of 16” centred steel or wooden studs that are secured to the wall by specially engineered brackets, epoxy and steel rods. The mural is then secured to the frame using appropriate stainless steel screws or rivets.



*Canadian History Made in Windsor* was painted on a combination of Dibond and Alucobest.  
Artists: Ray Baillargeon, Vaughn Beneteau, Steve Jamieson, Donna Mayne, Justin Miller,  
Chantal Quinn, Jacqueline Raulin, Irene Way and JoAnne Weston

**This *Employment Ontario* project is funded by the Ontario Government in partnership with the City of Windsor and various local Business Improvement Associations.**