

## Request for Proposal (RFP)

Bringing Art & Culture into Pueblo's Public Transportation Stops

### Information for Proposers

The Pueblo Department of Public Health and Environment (PDPHE) is seeking proposals from local artists to beautify, create, install, and display art pieces at four neighborhood bus stops throughout the city. Stop 1-Central Main, Stop 2-Pueblo Community College (PCC) Campus/Orman Avenue, Stop 3-24<sup>th</sup> Street, and Stop 4-8<sup>th</sup> & Fountain.

### Project Overview

The Pueblo Department of Public Health and Environment's (PDPHE) Communities That Care Coalition (CTC) is leading Bringing Art & Culture into Pueblo's Public Transportation Stops, a project that will transform four selected bus stops into vibrant, welcoming community spaces. Inspiration for this project comes from the CTC coalition and their work since 2016 to increase protective factors, such as accessibility and affordability to prosocial opportunities, to prevent youth substance use. As of 2023, 10.2% of Pueblo high school students used marijuana one or more times in the last 30 days and 38.8% of local high school students did not participate in any organized activity through their school or community in the last year (HKCS). First, called Fort Pueblo, Pueblo grew into a sustainable town and then city where individuals migrated for the coal mines and Steel Mill. During this time, the area housed four separate towns, which were Pueblo, South Pueblo, Central Pueblo, and Bessemer. These four towns now make up the City of Pueblo. Pueblo's project will focus on empowering these neighborhoods to beautify four City bus stops by integrating the area's culture, history, and social justice successes or needs to increase youth public transit ridership, community pride and connection, and decrease the stigma of public transit.

CTC identified negative stigma to be one of the driving forces behind the lack of youth utilization of public transit services, which is preventing them from engaging in the community as a whole and connecting with peers. PDPHE and partners, including the City of Pueblo's transit and public works departments, are working to transform various bus stops into art pieces that communicate the voices of the neighboring residents and engage youth in the community's history and culture.

There will be four contracts awarded; one per available bus stop. The artist with the chosen proposal will be paid \$3,150 to create, install, and display all pieces of the proposed artwork. Artwork must meet the requirements as outlined below.

### Proposal Requirements

Each bus stop proposal must include a completed Proposal Application along with the following items to be considered complete and eligible for review. Incomplete applications will not be eligible for review by the proposal evaluation committee. **All applicants must reside in Pueblo County.**

Requirements for Proposal Application:

- Applicant name and contact information
- Business and Tax ID number

- Portfolio and/or resume with descriptions or at least two photos showcasing past work.
- A detailed design proposal including a visual depiction of the bus stop artwork.
- An estimated timeline of the proposal with identified milestones. Deadline for completion: March 31, 2027
- Incorporate ideas and suggestions from the Community Feedback section of Exhibit A, collected by PDPHE from community members, into the bus stop design.
- Meet all requirements for bus stop art design outlined in Exhibit A, with special attention to ADA compliance
- The bus stop art must be tasteful for community viewing and family-friendly. No political, sexual, vulgar, or violent content will be allowed.
- Submit one Letter of Support from a past customer or collaborator as a reference for the project

Examples of bus stop art: No attachments inside the bus stop, no removal of benches. Structures, if design is approved, can be built over the current bus shelter. Shelter can't be removed. Artists can weld, bolt, and attach to shelter and ground, but cannot create a safety hazard. All materials must be weatherproof.



Materials that are allowed	Materials that will NOT be allowed
Stainless Steel, aluminum, commercial-grade paint, epoxy paint, vinyl	Wood, Plastic, glass.

## Deadlines and Schedule

Deadline	
January 26, 2026	RFP is distributed to the Pueblo community for interested parties to review
Please submit all questions by the end of the day on Thursday, February 12.	Proposal questions will be received and answered through Google Document <a href="https://bit.ly/468TNcT">https://bit.ly/468TNcT</a>
February 17 by 10:00 AM	Proposal due date
February-March	Evaluation of Proposals
March-April	Award of Proposal/Discussion/Negotiations, if necessary
January 2027	Site Visit
March 31, 2027	Completion of Project
April 2027	Ribbon Cutting Celebration

*Note: The above dates are approximate and not binding, subject to change.*

## Evaluation and Award Process

PDPHE will review all proposals submitted by the deadline and evaluate them for completeness. Acceptable and complete proposals will be reviewed and scored by an Evaluation Committee comprised of PDPHE staff, Pueblo City staff, CTC Community Spaces Strategy Team Coalition members, and youth advisors. When reviewing the proposals, the committee will select the four best bus stop proposal pieces based on the following criteria.

### Selection Criteria

1. The Proposal Application contains all required aspects highlighted in the “Proposal Requirements” section.
2. The proposed art follows all sizing limits set forth under Exhibit A.
3. The proposed art resonates and is appealing to the neighborhood residents, leaders, and neighborhood partners, given the use of the feedback provided from Exhibit A to create the design.
4. The design displays a clear connection to Pueblo’s history, culture, and identity.
5. Narrative questions are clear and demonstrate the art’s connection to reducing stigma and supporting youth-friendly environments.

The Committee will review and score all submitted proposals and select one proposal for each bus stop. Once a proposal has been chosen, the artist will be notified by PDPHE. At that time, details regarding funding, project deadlines, and requirements will be explained. An agreement will then be created and signed by the artist, after which the project will officially begin.

All applicants will be notified of the outcome, regardless of whether their proposal was selected.

### Terms of Contract

Issuance of this RFP and receipt of proposals do not commit PDPHE to award a contract. PDPHE reserves the right to change timelines, to accept or reject any or all proposals received in response to this RFP, or to negotiate with other than the highest-ranked Artist.

The term of the contract for the awarded Artist will be discussed between PDPHE and the chosen Artist and included in the Agreement and signed by both parties. The RFP and any addendums, the submitted proposal, and negotiations will be included in the agreement.

**Any questions regarding this RFP should be submitted through the Google Document located here**

<https://bit.ly/468TNcT>

Responses will be posted by 5:00 PM on Tuesdays and Thursdays. Please submit all questions by the end of the day on Thursday, February 12.

### Art Proposal Application

Complete the art proposal application and submit to Shannon Roybal by email at

[shannon.roybal@pueblocounty.us](mailto:shannon.roybal@pueblocounty.us).

### Applicant Information

*Include subcontractor's name and contact information if applicable.*

Name(s): \_\_\_\_\_

Business name and Tax ID#: \_\_\_\_\_

Contact Phone Number(s): \_\_\_\_\_

Contact Email(s), if applicable: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Bus Stop selected \_\_\_\_\_

**A separate proposal is required for each bus stop location.**

### Proposal Design Details

The application must have at least **one** of the following items attached, describing in detail the design proposal for the bus stop art.

- A drawing or sketch depicting the proposed bus stop art. The sketch or drawing must include:
  - Estimated size dimensions (length, width, and height).
  - A list of all materials planned to be used to create the piece.

- Explanation on how the artwork incorporates community feedback to decrease stigma, increase safety, and encourage youth ridership.
- A picture of the proposed art piece, if already created. The picture must include:
  - The size dimensions of the piece (length, width, height).
  - Weight of the piece.
  - A comprehensive list of materials the piece is made of.
  - Explanation on how the artwork incorporates community feedback to decrease stigma, increase safety, and encourage youth ridership.
- Computer graphic of proposed bus stop art. The graphic must include:
  - Estimated size dimensions (length, width, and height).
  - Estimated weight.
  - All materials planned to be used to create the piece. The materials must be pointed out and identified in the graphic.
  - Explanation on how the artwork incorporates community feedback to decrease stigma, increase safety, and encourage youth ridership.

**Estimated Project Timeline**

Please provide an estimated timeline for the creation, installation, and completion of the project.

Milestone	Months/Dates
Creation of Art Piece-Phase 1	
Installation of Art Piece-Phase 2	
Completion of the project-Phase 3	

**Project must be completed and installed by March 31, 2027**

**Narrative Questions (100-300 words per question)**

How will this art be used to address social issues in our community?

How will your art design be an effective tool to reduce stigma, increase safety, and create a youth-friendly environment for the Pueblo bus system?

### **Maintenance Plan**

Pueblo Transit will do routine maintenance and upkeep to the bus stop, but will not be responsible for the overall upkeep or the artwork.

The maintenance plan should consider;

- The bus stop art will be exposed to the elements throughout the year in Pueblo, Colorado.
- The bus stop art will be used by city transit riders.
- All proposed materials to be used and their life expectancy.

The written document submitted with the proposal must include:

- A detailed list of items/materials needed to maintain the art piece over time.
- A detailed description of the labor that would be needed to maintain the piece.
- A description of a suggested replacement plan if the piece were to be irreversibly damaged.

### **Reporting Expectations**

- Take photos at each project phase to show progress and send them to the project manager.
- A site visit will be scheduled in January 2027 once the project is awarded.
- Attend ribbon-cutting celebration in April 2027.

### **Acknowledgement**

I acknowledge that I have read the RFP and Exhibit A and will comply with all requirements outlined.

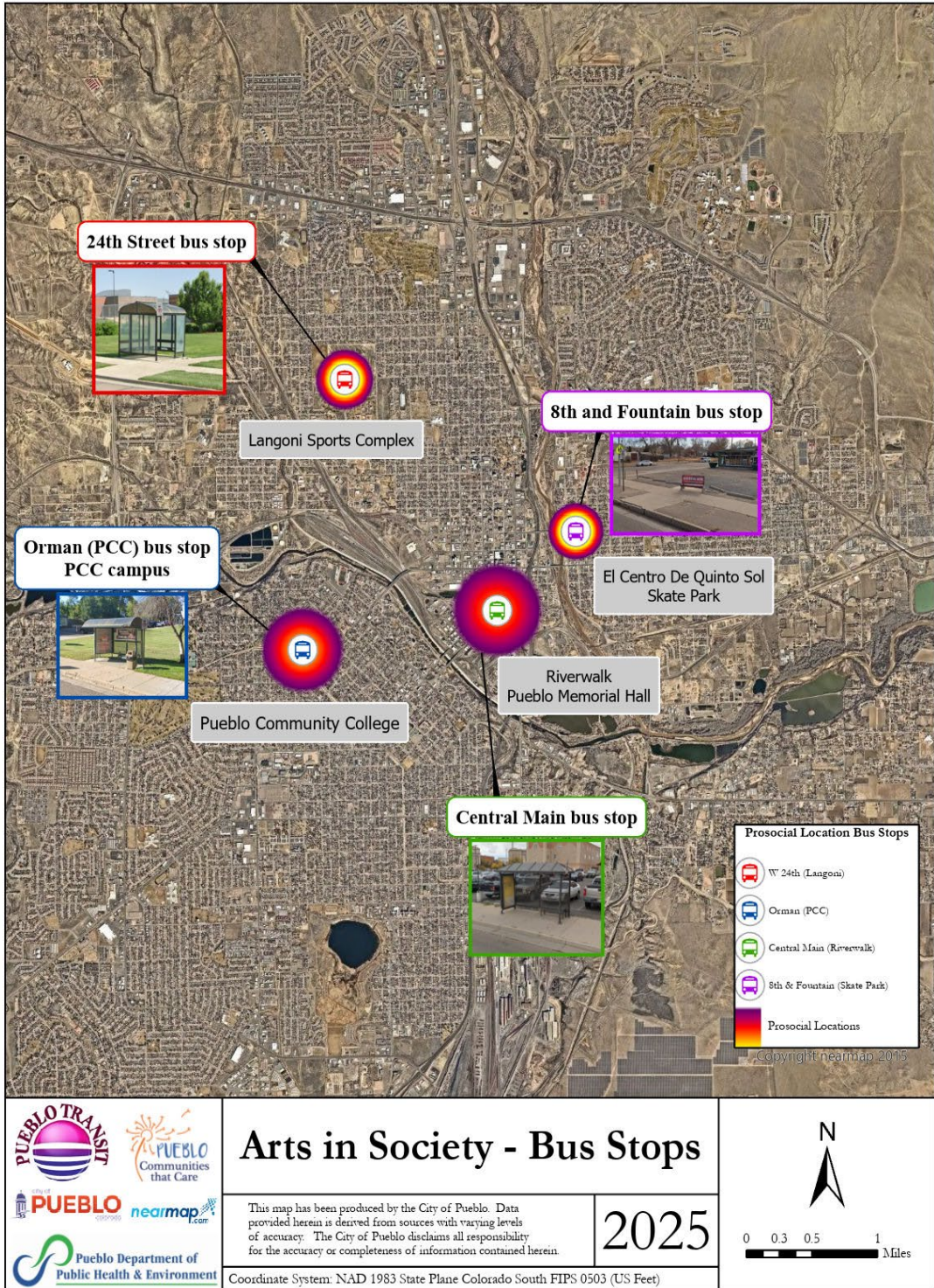
I, (the undersigned), agree that the information contained in the RFP is complete, accurate, and correct to the best of my knowledge.

Submitted by Signature: \_\_\_\_\_

Name (please print): \_\_\_\_\_

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

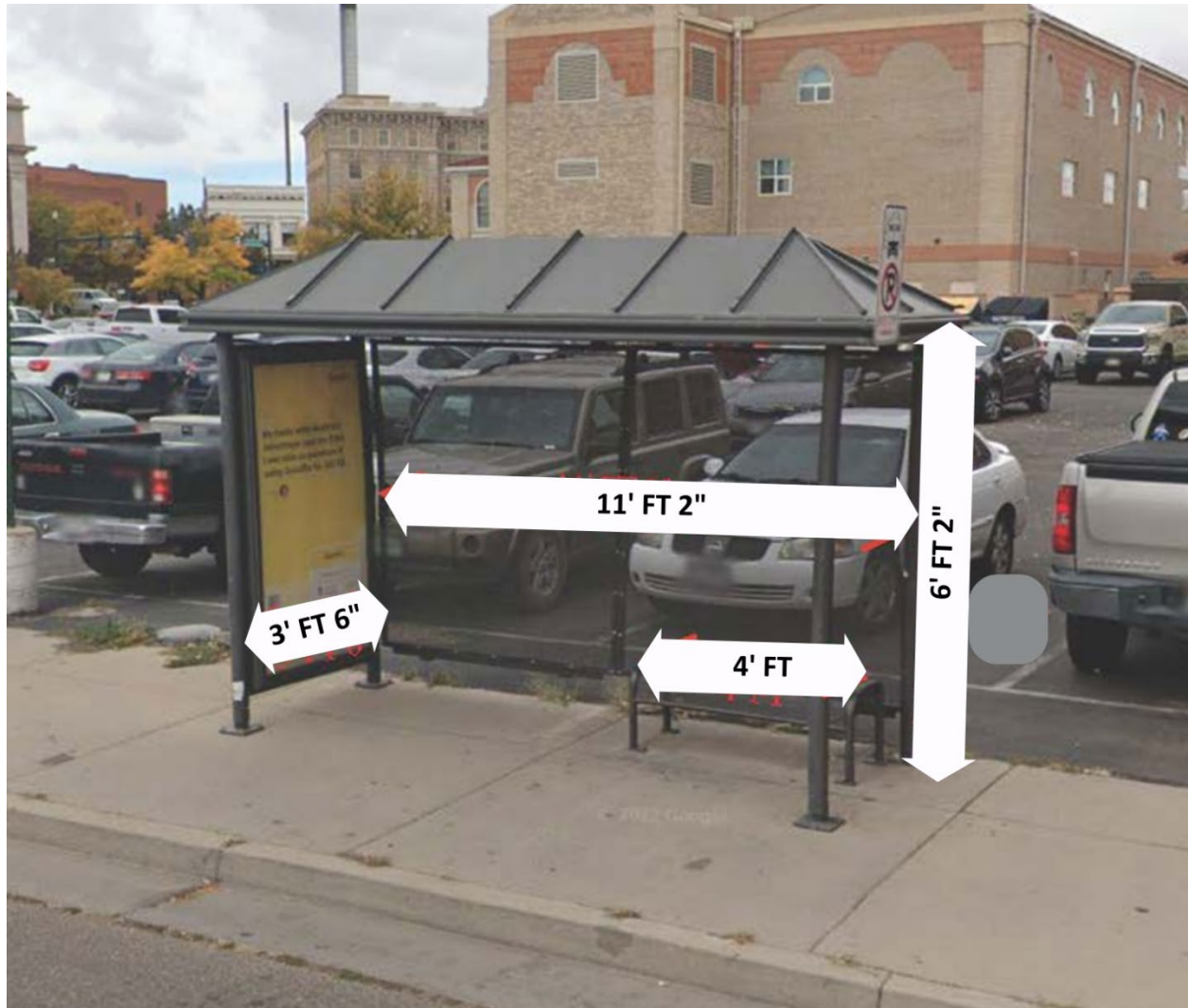
Exhibit A



## Exhibit A

### Bus Stop 1 – Central Main Street Bus Stop

Located along Central Main Street near the Senior Resource Development Agency, this stop sits in the heart of Pueblo's historic downtown. It's within walking distance of local shops, restaurants, and cultural attractions, offering convenient access to the Historic Arkansas Riverwalk of Pueblo and community events.



### Community Feedback:

#### Question 1.

What aspects of your neighborhood's culture and values make it unique or meaningful to the people who live or work there?

## Exhibit A

### Responses

The history of Pueblo was significant for those answering this question. They also mentioned ensuring that there was a cohesive theme that complemented the other artworks already in the surrounding area.

Themes Ranked by Priority Question 1	
History & Heritage	9
Design Consistency	3
Community & Connectedness	2
Art & Cultural Representation	2
Cultural Representation	1
Local Places & Walkability	1
Nature & Scenic Beauty	1

### Questions 2.

What can we do to make sure the artwork at this bus stop feels welcoming and accessible to people of all ages, backgrounds, and abilities?

### Responses

Most people said to let the artwork be of nature and the beautiful scene around. People also wanted the artwork to be a nod to the history of Pueblo. Some also mentioned that the artwork should show realistic people and their diverse bodies.

Themes Ranked by Priority: Question 2	
Nature & Scenic Beauty	4
History & Heritage	3
Accessible & Real	2
Diversity	2
Art & Cultural Representation	1
No change	1

### Question 3.

If someone visited this bus stop and saw the art, what message, feeling, or story would you want them to take away from it?

## Exhibit A

### Responses

Most respondents wanted people to see the artwork and have it help people understand Pueblo and its history. Some also mentioned that they want people who see the artwork to feel the warmth and community that exists in Pueblo. Some mentioned that they want people to know some of the fun activities available in Pueblo, outside of the most popular ones.

Themes Ranked by Priority Questions 3	
History & Heritage	6
Community & Connectedness/Warmth	5
Pueblo Activities	2
Transportation	2
Nature	2
Resilience	2
Pride	2
Pueblo Activities	1

### Question 4.

What community leaders, landmarks, traditions, stories, or Pueblo icons would you like represented?

### Responses

Most respondents wanted this art piece to focus on the rich history and heritage of Pueblo. Some mentioned they would like to display historical figures and home of heroes' pride. Some respondents strongly suggested that people should not be displayed because of the flaws of humans, and they could turn out not to be heroes after all. Rather than people being shown, their contributions could be honored.

Themes Ranked by Priority Questions 4	
History & Heritage	6
Historical figures; Home of heroes	4
Local food-Chile peppers	3
Nature and water	2
Future	1
Present	1
Pueblo activities	1
Bike culture and accessibility	1
Design Consistency	1
Resilience	1

## Exhibit A

### Bus Stop 2 – Orman Avenue/PCC Campus Bus Stop

Situated near Pueblo Community College, this stop serves students, faculty, and staff, as well as nearby residential neighborhoods. It offers easy access to educational facilities, sports complexes, and local eateries popular with students.



### Community Feedback:

#### Questions 1.

What aspects of your neighborhood's culture and values make it unique or meaningful to the people who live or work there?

#### Responses

For this bus stop, respondents talked about the history and its tie to youth and PCC.

Themes Ranked by Priority Question 1	
History & Heritage	3
Youth Centered	2
Pueblo Professionalism	2
Education/PCC	2

## Exhibit A

Diversity & Hispanic Influence	2
Nature & Scenic Beauty	1

### Question 2.

What can we do to make sure the artwork at this bus stop feels welcoming and accessible to people of all ages, backgrounds, and abilities?

### Responses

Tie the art back to its closeness to PCC and education

Themes Ranked by Priority Question 2	
Education/PCC	4
No people, just scenes or landscapes	1
Community & Connectedness	1
History & Heritage	1
Culture	1
Nature & Scenic Beauty	1

### Questions 3.

If someone visited this bus stop and saw the art, what message, feeling, or story would you want them to take away from it?

### Responses

Tie the art back to education

Themes Ranked by Priority Question 3	
Education/PCC	3
Transportation	2
History & Heritage	2
Pride	2
Community & Connectedness/Warmth	2
Pueblo Activities	1
Nature & Scenic Beauty	1
Complex and deep art	1

### Question 4.

What community leaders, landmarks, traditions, stories, or Pueblo icons would you like represented?

### Responses

Highlight the history of that area.

## Exhibit A

Themes Ranked by Priority Question 4	
History	3
Landmarks	2
Present	2
Education	2
Pueblo activities	1
Pueblo community leaders and change makers	1

## Exhibit A

### Bus Stop 3 – 24<sup>th</sup> Street Bus Stop

Positioned near residential neighborhoods and community parks, this stop is surrounded by family-friendly spaces and local amenities. It's a convenient pickup point for those traveling toward the city center or accessing nearby recreational areas.



### Community Feedback:

#### Question 1.

What aspects of your neighborhood's culture and values make it unique or meaningful to the people who live or work there?

#### Responses

Here, respondents highlighted the bus stop's closeness to sports and recreational activities.

Themes Ranked by Priority Question 1	
Sports & Recreation	4
History & Heritage	2
Diversity & Hispanic Influence	2
Community & Connectedness	1

## Exhibit A

### Question 2.

What can we do to make sure the artwork at this bus stop feels welcoming and accessible to people of all ages, backgrounds, and abilities?

### Responses

Ensure that the history of Pueblo is highlighted and art pieces are representative of the diversity of humans in all types of bodies and abilities.

Themes Ranked by Priority Question 2	
Accessible & Real	2
History & Heritage	2
Sports & Recreation	1

### Question 3.

If someone visited this bus stop and saw the art, what message, feeling, or story would you want them to take away from it?

### Responses

Most respondents wanted people to know the variety of activities and fun that can be had in Pueblo. They also wanted them to feel a sense of community and connectedness.

Themes Ranked by Priority Question 3	
Pueblo Activities	3
Community & Connectedness	3
Pride	2
Transportation	1
Calm & Tranquility	1
Nature	1
History & Heritage	1

### Question 4.

What community leaders, landmarks, traditions, stories, or Pueblo icons would you like represented?

### Responses

Most respondents wanted to honor the nearby landmarks and a nod to history, including the people who made that history happen.

## Exhibit A

<b>Themes Ranked by Priority Question 4</b>	
Landmarks	3
History/Historical figures	2
Community & Connectedness	2
Contributions, not people	1
Sports	1
Local food- Pueblo Chile pepper	1
Nature and Arkansas river	1

## Exhibit A

### Bus Stop 4 – 8<sup>th</sup> and Fountain Street Bus Stop

Located close to El Centro Del Quinto Sol Recreation Center and Skate Park, this stop is a hub for youth and families accessing sports facilities, community programs, and outdoor activities. It also provides quick routes to surrounding residential areas.



### Community Feedback:

#### Question 1.

What aspects of your neighborhood's culture and values make it unique or meaningful to the people who live or work there?

#### Responses

Most respondents highlighted the Mexican American and Hispanic influence in this area. They also highlighted nature and beauty.

Themes Ranked by Priority Question 1	
Diversity & Hispanic Influence	3
Nature & Scenic Beauty	3
Youth Centered	2
Sports & Recreation	1
Arts & Cultural Representation	1
Community & Connectedness	1

## Exhibit A

### Question 2.

What can we do to make sure the artwork at this bus stop feels welcoming and accessible to people of all ages, backgrounds, and abilities?

### Responses

Most wanted the focus to be on nature.

Themes Ranked by Priority Question 2	
Nature & Scenic Beauty	3
History & Heritage	1
Local Places	1
Diversity & Hispanic Influence	1
Accessible & Real	1

### Question 3.

If someone visited this bus stop and saw the art, what message, feeling, or story would you want them to take away from it?

### Responses

Let people understand that Pueblo is diverse and has a lot of Hispanic heritage woven into its history.

Themes Ranked by Priority Question 3	
Diversity & Hispanic Influence	4
History & Heritage	3
Pueblo Activities	2
Community & Connectedness	1
Nature & Scenic Beauty	1
Calm & Tranquility; Hope	1
Youth empowerment	1
Community & Connectedness	1

### Question 4.

What community leaders, landmarks, traditions, stories, or Pueblo icons would you like represented?

### Responses

Highlight the Hispanic heritage and how connected Puebloans are.

Themes Ranked by Priority Question 4	
Diversity & Hispanic Influence	3

## Exhibit A

Community & Connectedness	2
Murals	1
History & Heritage	1
Nature & Scenic Beauty	1
Pueblo Activities	1

### Additional feedback for all bus stops:

- I ride the bus a lot. Instead of putting money into beautifying a "select" few, put money into trash cans and a good hosing down of the benches and surrounding areas at the very least, once a week. A clean bus stop is beautiful enough for me.
- Expand the bench area and include concrete trash cans. Colorful shelter covers would look great, also. People need to realize that aesthetics bring up the energy of a city. Live up, not down.
- I don't care which design, but I really want you to put trash cans at each stop since people getting on and off the bus seem to leave trash lying around to blow into neighboring yards.
- Please add something for people to dispose of their trash.
- Wonderful project! Is there space for the addition of trees at any of these bus stops? Trees would add beauty as well as increase the comfort and well-being of those waiting at the bus stop.

### Requirements for art pieces

**Artists will be paid \$3,150 to complete all aspects of the artwork (design, materials, creation, installation, and artist compensation). \$2,000 will be paid when services agreement is signed and the additional \$1,150 will be paid when artwork is confirmed to be complete.**

Artwork must not contain logos or any copyright or trademarked material.

City can terminate the artist's permission to access the property at any time if any of the agreed-upon requirements are not met, the Artist is breaking any laws or ordinances or otherwise causing a disruption. City agrees to notify PDPHE and the artist of this termination. PDPHE will then terminate the agreement with the artist as necessary.

No swings or attachments inside of bus stops, no removal of benches. Structures can be built over the current bus shelter, but the shelter can't be removed.

## Exhibit A

### ADA Compliance:

- Door frames can't be obstructed in a way that hinders wheelchairs, walkers, and other mobile devices from entry. Bus stop sign poles can be part of the artwork as long as the pole and sign are not removed or blocked by the artwork.
- Clear space- The artwork must not obstruct the accessible path of travel or the landing pad area.
- Visibility- Artwork on shelter must allow for at least 50% transparency to ensure people inside the shelter can be seen from inside and vice versa.
- The ADA standard for color contrast is that text must maintain a contrast ratio of at least 4.5:1 from the background. Exceptions are made for large text, but abiding by the 4.5:1 ratio is good practice.

The guidelines regarding this can be found on the W3C website: <https://bit.ly/4pP93CZ>

Tools for checking contrast ratios are:

- WebAIM: <https://bit.ly/4jWWHYO>
- Color Contrast Analyzer: <https://bit.ly/465t6pq>

### **Ownership of Works Created:**

Assignment of Copyright. The Artists will be required to sign an agreement that assigns, transfers, and conveys to the City all right, title and interest in and to the Artwork together with the copyright therein and the right to secure copyright registration therefore, in accordance with Sections 101, 204, and 205 of Title 17 of the United States Code, the Copyright Law of the United States. This assignment, transfer and conveyance includes, without limitation, any and all features, sections, and components of the Artwork, any and all works derived therefrom, the United States and worldwide copyrights therein, and any renewals or extensions thereof, and any and all other rights that the Artist now has or to which the Artist may become entitled under existing or subsequently enacted federal, state, or foreign laws, including, but not limited to the following rights: to reproduce, publish, and display the Artwork publicly, to prepare derivative works of and from the Artwork, to combine the Artwork with other materials, and to otherwise exploit and control the use of the Artwork.

### Artwork Usage

All parties agree that artwork can be used by PDPHE and Arts in Society in reports, on PDPHE's website, and on social media. Images and plans may also be shared as needed for reporting and funding requirements. Artist agreements will include these terms.

Rights under the Visual Artists' Rights Act. To the extent the uses or removal of the Project under this Agreement affect any rights Artist may have under the provisions of federal or state law, including the 1990 Visual Artists' Rights Act, the Artist hereby knowingly waives any rights of preservation of the Artwork provided by those laws.