

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Tuesday, May 27, 2025

6:30 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson

Board Member Yamily Mijes-O'Reilly

Board Member Nicole Morgan

Board Member Robert Forro

Board Member Jacques Murphy

Board Member Michael MacManus

A. Call to Order by Chair Elizabeth Simpson

PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

B. Minutes Approval

[Norcross Public Arts Commission – Regular Meeting - Apr 22, 2025 6:30 PM](#)

[Norcross Public Arts Commission - Special Called Meeting - May 6, 2025 5:30 PM](#)

C. Citizen Input**D. Treasurer's Report**

To be presented by Treasurer Yamily Mijes-O'Reilly.

[24/25 Budget Spreadsheet as of 5/27/2025](#)

E. Board Updates

- * Location and Installation of FLAGS (Donated by Paul Duke and Yamily) - *Elizabeth Simpson*
- * Update on Gwinnett Creativity Fund Placemaking Grant Application - *Jacques Murphy*
- * Update on Art Exhibit at the Rectory at Gift Basket Donation - *All*

F. Council Updates**G. Returning Agenda Items****1. 25-7235 Wooden Fence by the Crossing (Dumpster Enclosure)**

Discuss next steps if the installation timeline for the new fence is available. Public Works is responsible for the installation.

[RFP NPAC 25-01 Draft #2 Mural on Dumpster Enclosure at the Crossing Steakhouse - REISSUED RFP](#)

[Wooden Fence by the Crossing \(Dumpster Enclosure\)](#)

2. 25-7251 Norcross Forever Stamp Program

Discuss next steps and review feedback from the Mayor and Council following the Norcross Forever Stamp Program presentation at the May Policy Work Session.

[Agenda Report - Norcross Forever Stamp Program](#)

[May PWS Takeaways Stamps](#)

3. 25-7238 Maintenance of Metal Sculptures Mantis and George

Discuss next steps in addressing maintenance needs for the metal sculptures.

[Metal Art Sculpture - Mantis](#)

[Metal Art Sculpture - George](#)

4. 25-7252 Scavenger Hunt : I Spy a White Squirrel

Discuss next steps and review feedback from the Mayor and Council following the Scavenger Hunt presentation at the May Policy Work Session.

[May PWS Session Takeaways -WSquirrel](#)

5. 25-7305 **Visioning Session Schedule Review**

Revise the implementation plan submitted by Purpose Possible to focus on initiatives that NPAC can realistically accomplish. Several items are outside NPAC's jurisdiction or may not be feasible at this time.

[NPAC 2025 Plan and Implementation Grid](#)

H. New Agenda Items

1. 25-7338 **Greetings from Norcross Mural Refresh**

Discuss plans to refresh the Greetings from Norcross mural located on the outer side wall of Savage Pizza. The concept was designed and donated by Atomic Wash.

[Greetings from Norcross Mural](#)

2. 25-7339 **FY 25/26 NPAC Budget Discussion**

Develop a project list and itemized budget to submit to the City for FY 25/26.

I. Additional Input/Discussion Not Otherwise Addressed by this Agenda

J. Adjourn

K. Signed By: _____ **Elizabeth Simpson, Chair**

L. Attested By: _____ **Shayla Alexis, Deputy City Clerk**

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Tuesday, April 22, 2025

6:30 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson

Board Member Yamily Mijes-O'Reilly

Board Member Nicole Morgan

Board Member Robert Forro

Board Member Jacques Murphy

Board Member Michael MacManus

Minutes Acceptance: Minutes of Apr 22, 2025 6:30 PM (Minutes Approval)

A. Call to Order by Chair Elizabeth Simpson

Attendee Name	Title	Status	Arrived
Elizabeth Simpson	Chair	Present	
Yamily Mijes-O'Reilly	Board Member	Present	
Nicole Morgan	Board Member	Absent	
Robert Forro	Board Member	Present	
Jacques Murphy	Board Member	Present	
Michael MacManus	Board Member	Present	

Norcross Public Arts Commission was called to order at 6:39 PM by Chair Elizabeth Simpson

B. Approval of Previous Minutes**1. Norcross Public Arts Commission – Regular Meeting - Jan 28, 2025 6:30 PM**

RESULT: APPROVED [UNANIMOUS]
MOVER: Jacques Murphy, Board Member
SECONDER: Michael MacManus, Board Member
AYES: Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT: Nicole Morgan

2. Norcross Public Arts Commission - Visioning Session - Feb 13, 2025 5:00 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Jacques Murphy, Board Member
SECONDER: Michael MacManus, Board Member
AYES: Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT: Nicole Morgan

3. Norcross Public Arts Commission – Regular Meeting - Feb 25, 2025 6:30 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Jacques Murphy, Board Member
SECONDER: Michael MacManus, Board Member
AYES: Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT: Nicole Morgan

4. Norcross Public Arts Commission – Regular Meeting - Mar 25, 2025 6:30 PM

Amendment to Treasurer's Report: Updated the fiscal year-end date to August 31, 2025.

RESULT: ACCEPTED AS AMENDED [UNANIMOUS]
MOVER: Jacques Murphy, Board Member
SECONDER: Michael MacManus, Board Member
AYES: Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT: Nicole Morgan

C. Citizen Input

* None

D. Treasurer's Report

* Presented by Treasurer/Board Member Yamily Mijes-O'Reilly.

Minutes Acceptance: Minutes of Apr 22, 2025 6:30 PM (Minutes Approval)

E. Board Updates

- * The board will begin setting time limits for each agenda item to ensure that sufficient time is allocated to every discussion topic.

F. Council Updates

- * None.

G. Returning Agenda Items**1. 25-7235: Wooden Fence by the Crossing (Dumpster Enclosure)**

- * The City is currently assessing how to address the issue of keeping the fence closed and has plans to replace the fence due to its dilapidated condition. NPAC will revisit this item once a timeline for the installation of the new fence is confirmed.

RESULT:	TABLED SENT TO [UNANIMOUS]
	Next: 5/27/2025 6:30 PM
TO:	Norcross Public Arts Commission
MOVER:	Jacques Murphy, Board Member
SECONDER:	Michael MacManus, Board Member
AYES:	Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT:	Nicole Morgan

2. 25-7251: Norcross Forever Stamp Program

- * The board discussed the process for drafting an Intergovernmental Agreement (IGA) between the City and Gwinnett County to ensure that maintenance of the utility boxes remains the City's responsibility. Shayla will provide a template and coordinate with the City attorney.
- * The board reviewed the zone presentation prepared by Mike and selected the first set of zones to focus on for Phase One:
 1. North Peachtree Street & Reys Miller Road
 2. Beaver Run Road & Pinnacle Way
 3. Buford Highway & Holcomb Bridge Road
 4. Atlantic Boulevard & Holcomb Bridge Road
 5. Mitchell Road & Price Place
- * The board will consult the vendor regarding cost, best practices, and logistics to determine how many sides of the utility boxes should be wrapped.
- * This item is scheduled to go before the Mayor and Council for presentation at the May 19 Policy Work Session. Liz and Mike will work together offline to get everything together for the presentation to Council.

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 5/27/2025 6:30 PM
TO:	Norcross Public Arts Commission

Minutes Acceptance: Minutes of Apr 22, 2025 6:30 PM (Minutes Approval)

3. **25-7238: Maintenance of Metal Sculpture "Grasshopper"**

- * Items 3 and 4, Maintenance of Metal Sculptures, will be merged into a single item due to their similarity in execution.
- * The City will assist with refurbishing the metal sculptures of George and Mantis ("Grasshopper") by attempting to remove surface rust. If needed, the next step will be to paint the sculptures, and volunteers may be solicited to assist.

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 5/27/2025 6:30 PM
TO:	Norcross Public Arts Commission

4. **25-7239: Maintenance of Metal Sculpture "George"**

- * Please refer to item #3, as items 3 and 4 have now been merged.

RESULT:	DISCUSSED
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5. **24-6914: Location and Installation of Free Little Art Gallery (Paul Duke)**

- * Items 5 and 6 have been merged into one due to their similarity in execution.
- * The board selected the installation locations for the Free Little Art Galleries—one donated by Paul Duke and the other by Yamily—at the Rectory and Norcross Gallery & Studios. Both sites are conveniently located near areas where the board and NGS can effectively maintain and monitor the galleries.
- * The board will provide the contents and does not anticipate costs exceeding \$500 for the fiscal year. A budget amendment will be necessary to accommodate this expense. This fiscal year will serve as a trial period for the project.

RESULT:	DISCUSSED
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6. **25-7278: Free Little Art Gallery (Donated by Yamily)**

- * Please refer to item #5, as items 5 and 6 have now been merged.

RESULT:	DISCUSSED
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7. **25-7277: Art Exhibit at Rectory Sponsored by NG&S - Norcross HS & Paul Duke HS – May**

- * The board discussed donating a tangible item to the contest instead of a monetary donation. They considered a gift basket of art supplies valued at no more than \$100. Shayla will seek final approval from the City Manager.

Motion

A motion to approve NPAC's donation of a gift basket of art supplies, valued at no more than \$100, to the Norcross Gallery and Studios' Reflections of Art Exhibit at the Rectory, pending approval by the City Manager.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jacques Murphy, Board Member
SECONDER:	Michael MacManus, Board Member
AYES:	Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus
ABSENT:	Nicole Morgan

8. **25-7252: Scavenger Hunt**

- * The white squirrel has received significant public interest as the official mascot for the Scavenger Hunt, with enthusiastic support from both the community and several Councilmembers. The board will evaluate the cost and logistical details gathered by Mike to assess the feasibility of the initial installations.
- * The project will be implemented in phases, with each squirrel featuring a unique name and narrative inspired by its specific location, adding a creative and place-based storytelling element to the initiative. The board will continue discussions regarding locations as well.

RESULT: **THIS MATTER WAS REFERRED TO**

Next: 5/27/2025 6:30 PM

TO: Norcross Public Arts Commission

H. **New Agenda Items**

1. **25-7303: NPAC Sponsorship of Norcross Gallery and Studios Photo Contest – “Bees to Trees”**

RESULT: **DISCUSSED**

2. **25-7304: Gwinnett Creativity Fund – New Placemaking Grant Cycle**

- * Jacques introduced the Gwinnett Placemaking Grant. The board agreed to pursue the grant, focusing on the Norcross Forever Stamp initiative. Jacques will lead the preparation and submission of the application, with Shayla coordinating all City-related components. The board acknowledged that the submission window is tight but manageable. If awarded, the grant will cover 75% of the project cost, with NPAC responsible for a 25% match.
- * Liz, Shayla, and Jacques will meet with the Grant Administrator from Gwinnett Creativity Fund on Friday at 11 a.m. to discuss the grant and address any questions before submission.

RESULT: **DISCUSSED**

3. **25-7305: Visioning Session Schedule Review**

- * The board agreed that the list presented by Purpose Possible should be revised to focus on initiatives that NPAC can realistically accomplish. Several items are outside NPAC’s jurisdiction or may not be feasible at this time. Refining the list will make it a more practical and effective tool for the board. The board tabled this item to be revisited at the May regular meeting.

RESULT: **TABLED SENT TO [UNANIMOUS]**

Next: 5/27/2025 6:30 PM

TO: Norcross Public Arts Commission

MOVER: Michael MacManus, Board Member

SECONDER: Jacques Murphy, Board Member

AYES: Simpson, Mijes-O'Reilly, Forro, Murphy, MacManus

ABSENT: Nicole Morgan

I. **Additional Input/Discussion Not Otherwise Addressed by this Agenda**

Minutes Acceptance: Minutes of Apr 22, 2025 6:30 PM (Minutes Approval)

J. Adjourn

The meeting adjourned at 8:22 PM following a motion to adjourn by Liz, seconded by Mike.

K. Signed By: _____ **Elizabeth Simpson, Chair**

L. Attested By: _____ **Shayla Alexis, Deputy City Clerk**

Minutes Acceptance: Minutes of Apr 22, 2025 6:30 PM (Minutes Approval)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Tuesday, May 6, 2025

5:30 PM

2nd Floor Conference Room

Special Called Meeting: Norcross Public Arts Commission

Chair Elizabeth Simpson

Board Member Yamily Mijes-O'Reilly

Board Member Nicole Morgan

Board Member Robert Forro

Board Member Jacques Murphy

Board Member Michael MacManus

Minutes Acceptance: Minutes of May 6, 2025 5:30 PM (Minutes Approval)

A. Call to Order

Attendee Name	Title	Status	Arrived
Elizabeth Simpson	Chair	Present	
Yamily Mijes-O'Reilly	Board Member	Absent	
Nicole Morgan	Board Member	Present	
Robert Forro	Board Member	Late	
Jacques Murphy	Board Member	Present	
Michael MacManus	Board Member	Present	

The Special Called Meeting was called to order at 5:31 PM by Chair Elizabeth Simpson.

B. Items for Discussion**1. 25-7315: 25-7315 : FY 25 NPAC Budget Amendment - Norcross Forever Stamp Project**

Motion

Motion to approve or deny a modification to NPAC's itemized 2024-2025 budget, reallocating \$5,000 from the Interactive Mural project to the Norcross Forever Stamp Project.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael MacManus, Board Member
SECONDER:	Jacques Murphy, Board Member
AYES:	Elizabeth Simpson, Nicole Morgan, Jacques Murphy, Michael MacManus
ABSENT:	Yamily Mijes-O'Reilly, Robert Forro

2. 25-7316: FY 25 NPAC Budget Amendment - Free Little Art Gallery Supplies

Motion

A motion to approve a modification to NPAC's itemized 2024-2025 budget, reallocating \$400 from the Scavenger Hunt project to cover supply costs for the Free Little Art Galleries, and \$100 from the same project to fund a donated gift basket of art supplies from Blick Art Materials as an award for one of the winning artists of the Reflections at The Rectory Art Exhibit, hosted by NGS.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael MacManus, Board Member
SECONDER:	Jacques Murphy, Board Member
AYES:	Elizabeth Simpson, Nicole Morgan, Jacques Murphy, Michael MacManus
ABSENT:	Yamily Mijes-O'Reilly, Robert Forro

C. Additional Input/Discussion Not Otherwise Addressed By This Agenda

- * **Reflections Art Exhibit** – Judging for the art supply gift basket winner will occur on Friday, with the reception to follow on Saturday. Mike will contact Blick Art Materials to request a selection of high school-appropriate art supplies to fill the basket, ensuring the total does not exceed the approved \$100. Nicole will pick up the supplies, and Mike will arrange them in the provided basket. Shayla will manage the payment.
- * **Norcross Forever Stamp Project** - The board discussed the importance of establishing quantifiable metrics for the success of the stamp collecting component. Participants will be encouraged to take a card or map and locate designated stamp boxes throughout the city. Cards will be available through November. Participants will be invited to share their progress on social media. Project details should be promoted through local communication channels, including the city newsletter and utility bill inserts.

Minutes Acceptance: Minutes of May 6, 2025 5:30 PM (Minutes Approval)

D. Adjourn

The meeting was adjourned at 6:00PM, with Jacques making a motion to adjourn and Mike seconding it.

E. Signed By: _____ **Elizabeth Simpson, Chair**

F. Attest: _____ **Shayla Alexis, Deputy City Clerk**

Minutes Acceptance: Minutes of May 6, 2025 5:30 PM (Minutes Approval)

Budget Detail Report
Date Range: 09/01/2024 - 05/09/2025
Department: 1519 - NPAC-NORCROSS PUBLIC ARTS
ExpCategory: 52 - Purchased/contract Serv.

Based on NPAC Itemized									
Project and Description	Vendor	Expense Category	Account Name	Total FY Budget	Itemized Budget Expectation	Expense Activity	Date	Remaining FY Budget	Notes
2024/2025 Annual Board Retreat	Purpose Possible	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	13,500.00	500.00	2,000.00	1/1/2025	13,000.00	
Painting of Fences in Historic Norcross (1)	TBD	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	**	2,000.00	0.00	TBD	13,000.00	
Norcross Forever Stamp Program	TBD	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	**	5,000.00	0.00	TBD	13,000.00	Previously allocated to Interactive Mural
Scavenger Hunt Sculptures	TBD	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	**	6,000.00	0.00	TBD	13,000.00	Was budgeted at \$6,500. \$400 Was reallocated to FLAG supplies. \$100 was reallocated to Reflections Exhibit.
Reflections Art Exhibit Gift Basket	Blick Art Materials	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	**	100.00	98.64	5/8/2025	12,901.36	Budget amendment from Scavenger Hunt.
Free Little Art Gallery Supplies	TBD	Purchased/contract Serv.	PROFESSIONAL SERV.-OTHER	**	400.00	0.00	TBD	12,901.36	Budget amendment from Scavenger Hunt.
2025 Art Splash Festival		Supplies	OFFICE SUPPLIES	1000.00	1,000.00	0.00	TBD	12,655.44	
2024 Art Splash Banner	Accent Creative Group	Supplies	OFFICE SUPPLIES	**	NA	193.54	1/6/2025	12,707.82	City spreadsheet lists under printing and binding
Name Badges- Jacques, Mike, Robert	Namebadge.com	Supplies	OFFICE SUPPLIES	***	NA	52.38	3/20/2025	12,655.44	
		Purchased/contract Serv.	HOSPITALITY	500.00	-	0.00		12,655.44	Line item on City budget spreadsheet
Heritage Park Stairs Mural - Artist Fee	Cherry Chandra	Capital Outlay	CAPITAL PROJECTS	-	-	5669.00	9/10/2024, 10/24/2024	12,655.44	This NPAC project was financed by the City as a Capital Project.
Heritage Park Stairs Mural - Ribbon Cutting Ceremony Photos	East 2West Media Group	Capital Outlay	CAPITAL PROJECTS	-	-	500.00	10/13/2024	12,655.44	This NPAC project was financed by the City as a Capital Project.
				15,000.00	15,000.00	2,344.56		12,655.44	





**City of Norcross &
NORCROSS PUBLIC ARTS COMMISSION**



**REQUEST FOR PROPOSALS
RFP – NPAC 25-01 (Reissued)
DRAFT #2**

**Fence Mural – Dumpster Enclosure at The
Crossing Steakhouse**

Title of Request for Proposals (RFP):
RFQ-NPAC 25-01:
Fence Mural – Dumpster Enclosure at The Crossing Steakhouse

Owner:
City of Norcross

Site Location:
40 South Peachtree Street Norcross, GA 30071

Issue Date:
Tuesday, April 1, 2025, at 12:00 PM

Last Day/Time to Submit Questions:
Friday, April 15, 2025, at 12:00 PM

RFQ Submission Due Date:
Sunday, April 18, 2025, at 5:00 PM

Contact for RFQ Questions:
Norcross Public Arts Commission
npac@norcrossga.net

Submission Requirements:
Proposals shall be submitted electronically to
shayla.alexis@norcrossga.net.

PROJECT OVERVIEW

About NPAC

The Norcross Public Arts Commission (NPAC) is a seven-member commission with the mission of cultivating a growing, creative arts community. The commission partners with local artists, galleries, and other Norcross boards. The goal is to install public art that resonates with the heart of Norcross and leaves a lasting impression on visitors to our city and parks. This initiative aims to weave a tapestry of creativity, community, and culture. At the core of this mission is the Norcross Master Arts & Cultural Plan—a visionary document adopted by the Mayor & Council in 2023.

Assignment

The City of Norcross, in partnership with NPAC, is seeking experienced and creative artists or artist teams to submit their proposals to design and paint a Norcross-themed mural on the forward-facing sides of the wooden fence surrounding the dumpster located at the south end of The Crossing parking lot. The non-forward sides of the structure should be painted a solid color that matches the colors of the mural. Before submitting proposals, artists are strongly encouraged to visit the project site in person. This will provide them with an opportunity to immerse themselves in the environment and surroundings of the city, thereby gaining insight and inspiration that can be integrated into their proposals.

NPAC's goal for the dumpster enclosure mural:

- Beautify the parking lot and the view from surrounding residents by camouflaging the fence to match the surrounding shrubbery. This can be done in a “active” manner which would be interpreted as sustainable, spirited and growing in style. This would not be hurried, stressed or brisk. The sides should be painted in a solid color to compliment the front of the gates and such that side panels do not stand out.
- The goal is to allow the fenced area to disappear and blend in with its surroundings and reinforce the “Sustainability” aspect of the City of Norcross Brand. (Sustainability is the ability to meet present needs without compromising the ability of future generations to meet their own needs through conserving natural resources, reducing waste and pollution, all while fostering social equity and economic stability. For this mural, “sustainability” will be most noted in this artwork for its focus on thriving greenery and nature.)
- The artist may want to add a few touches of nature hidden in the shrubbery in a manner that is not whimsical or cartoonist, but perhaps imaginative. These few touches of nature can “pop” out a bit from the surrounding greenery, while still blending in.

About the Project Site

The dumpster enclosure is situated in the parking lot of Crossing Steakhouse, just beyond the restaurant's main entrance, and is visible from most local establishments in Historic Norcross.

The Train Depot, now known as The Crossing Steak House, was originally built on the western side of the tracks. In November 1908, the original train depot caught fire in the middle of the night and burnt to the ground.

Now, you can dine on Contemporary American Cuisine in an atmosphere as genuine as America itself.

Project Objectives

Expresses the values of the City of Norcross through the integration of art that fuels a sense of sustainability.

Project Specifications

Media: Murals & Street Art, Appropriate for Outdoor Space

The scope includes approximately 19-00-08/10-07-08 OR 228.5 inches long and 127.5 inches wide of fence enclosure; only the forward-facing sides will showcase murals, while the additional two sides will be painted a solid color to provide continued cohesiveness.

The artwork will remain on display for six months to two years, depending on wear and tear, with installation tentatively planned for July to June 2025.



Project Budget

Not to exceed \$2,000.00

The budget is inclusive of the artist fee and all expenses for the production of the work, including but not limited to design, materials, supplies, equipment, fabrication, transportation, installation and labor, and insurance.

How to Apply

- Eligible artists will be Georgia-based, reside in Georgia, or have ties to Georgia;
- Eligible artists will have experience with the requested medium and be able to explain special considerations for the surface in scope (i.e. Brick, concrete, wood, etc);
- Eligible artists will represent and warrant that the artwork will be an original work of art by the artist;
- Eligible artists preferably shall have previously created large-scale public art or exterior projects on their own or as an artist team;
- Eligible artists must be willing to meet contractual obligations and adhere to the budget and timeline agreed upon, weather permitting;
- Eligibility is open to artists 18 years or older who are eligible regardless of race, color, religion, national origin, gender, gender identification, military status, sexual orientation, marital status, or physical ability;
- Candidates must be eligible to work in the United States.

What to Include in Proposal

1. Resume - Include a professional resume for yourself and each team member, if applicable, highlighting relevant experience.
2. Supporting Works - Include images of 2-6 completed works of similar scale with an image identification sheet to describe each work. You may also submit renderings and proposals that are relevant.
3. Professional References - Three professional references who can speak to the applicant's qualifications and work ethic.
4. Artists Statement - An artist statement will be required by the artist who will be the principal contact and project manager. The statement should be a brief letter explaining how you meet the Artist Eligibility Requirements defined in this RFP, why you want to be a part of this project, and how your vision can contribute to enhancing Norcross culture. If a team is applying, explain the team member's roles and why your team's experience makes you the best candidate for this project. (limit to 2 pages).
5. Artwork & Vision Statement for this specific project - Include proposed artwork and a brief narrative of each describing the intent or vision you have for this project and how it meets or exceeds the requirements stated. Please note that this RFP does not place any limitations on design images, so feel free to include as many designs as you'd like for consideration.
6. Proposed Pricing - Include an itemized quote which accounts for all project expenses in the following categories:
 - a. concept development fees;
 - b. artist fees;
 - c. materials;
 - d. miscellaneous expenses. Submissions exceeding the identified project budget or that do not comply with the requirement for an itemized quote will not be accepted.
7. Project Timeline - Include a tentative schedule for the project from inception to completion.

Deadline for Proposal Submissions

Friday, April 18, 2025, at 5:00 PM

The required materials, as stated above, must be submitted electronically to shayla.alexis@norcrossga.net by 5:00 PM Eastern Standard Time (EST) on the submission deadline date.

For questions, please contact:

The Norcross Public Arts Commission at npac@norcrossga.net.

Selection Process

NPAC will consider all submissions based on completeness and adherence to the criteria below. The scoring rubric below identifies five criteria, each assessed on a scale of 1 to 5, resulting in a total score of 25. The leading concept/vendor will secure NPAC's recommendation for approval by the City Council. The winning candidate will be notified by email.

Scoring Rubric

1. Professional Qualifications - The artist has relevant professional experience with similar projects (evaluated by resume, supporting works, and references). (5 Points)
2. Artist Eligibility - The artist meets the eligibility criteria identified in the Request for Qualifications (evaluated by the artist statement). (5 Points)
3. Artwork & Vision – The proposed artwork and artist's vision are creative, clear, and compelling and demonstrate adherence to the project objectives (evaluated by the proposed artwork and vision statement). (5 Points)
4. Pricing - The artist's quote is itemized as defined, competitive, and reasonable for the design, surface, and time/effort required (evaluated by the pricing quote). (5 Points)
5. Project Timeline - Include a tentative schedule for the project from inception to completion. (5 Points)

General Conditions:

- TBD by the City's legal team. A formal contractual agreement will be prepared for review and execution.
- The City of Norcross reserves the right to reject all submittals and decline to award contracts for this project.

G.1.a

Attachment: Wooden Fence

Packet Pg. 14





CHAIR **ELIZABETH SIMPSON** · BOARD MEMBER **YAMILY MIJES-O'REILLY** · BOARD MEMBER **NICOLE MORGAN** · BOARD MEMBER **ROBERT FORRO**
BOARD MEMBER **JACQUES MURPHY** · BOARD MEMBER **MICHAEL MACMANUS** · STAFF LIAISON **SHAYLA ALEXIS**

Agenda Report

To: Norcross Public Arts Commission (NPAC)
From: Michael MacManus, Board Member
Date: February 25, 2025 – Regular NPAC Meeting
Item #: 25-7251
Title: **Norcross Forever Stamp Program**

Recommendation:

Create a consistent program of creating art on the Norcross Power Boxes throughout the city using an image of a Stamp. Each stamp would commemorate or identify with the location. In addition, each stamp would include the words "Norcross Forever" similar to the "USA Forever" stamps. Plus, there would be a short few words to identify the picture. With different stamps throughout Norcross, we would create a great community interest by encouraging visitors and residents to go "Stamp Collecting."

Background:

NPAC is looking at the 12 different zones on how to impact the individual areas with art that is meaningful to the area but consistent with the overall Master Plan. This may work but should be investigated further.

Financial Impact:

At first glance, the cost could be minimal. We need to investigate options on how to apply the art – pain, sticker, cover, etc.

Consistent with Master Arts & Cultural Plan?

Yes. The program would touch all zones of Norcross with art designed for that particular area. It encourages residents and visitors to visit parts of the city previously unknown and learn about the history and heritage of the areas. It creates a sense of pride in the City of Norcross with the Norcross Forever theme.

Next Steps:

Need to meet with Norcross Power to gain their cooperation with the concept. Need to look at costs to apply the art. Need to look at power box locations and suggestions on individual themes. Need to get City approval.

Attachments:**Updates:**

TBD

Norcross Forever Stamps

- Find a way to engage the students at Paul Duke and Norcross High
 - Creating Art for the stamps
- Engage with DDA for wrap decisions in the Downtown area
- Start discussions with RR about wrapping those boxes (this will take time)
- Council will need to approve IGA (get to Gwinnett Co as early as possible)
 - City attorney is working on this and will have it ready before the June 3rd voting meeting. Council will vote on IGA at the voting meeting.



Attachment: Metal Art Sculpture - Mantis (25-7238 : Maintenance of Metal Sculptures Mantis and George)



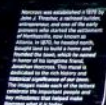
Attachment: Metal Art Sculpture - George (25-7238 : Maintenance of Metal Sculptures Mantis and George)

I Spy a White Squirrel

- Find a way to engage the students at Paul Duke and Norcross High
 - Creating different poses for the white squirrel
- Consider different art mediums - Talk to Library about a 3D printing option for one white squirrel
- Explore a way to incorporate a train element into one of the squirrels – perhaps a “squirrel on a locomotive” (first phase) And a “squirrel on a caboose” (last phase)
- Idea: Can we have a few traveling squirrels? Ex: move one from business to business, one from tree to tree, etc.
- Brainstorm other funding methods
 - Business
 - Citizens

NPAC 2025 Planning						
	Task	Owner	March	April	May	Complete
Artist Directory (3c, 3g) (2h)						
	artists to submit	Mike	TRUE	FALSE	FALSE	FALSE
	form	NPAC	FALSE	FALSE	FALSE	FALSE
	Translate form to Spanish		TRUE	FALSE	FALSE	FALSE
	add the form to the website		FALSE	TRUE	FALSE	FALSE
	English and Spanish to		FALSE	TRUE	TRUE	FALSE
	around town		FALSE	FALSE	TRUE	FALSE
Norcross Zones (4a, 4b, 4c) (2d)						
	Complete zone identification	NPAC	FALSE	FALSE	FALSE	FALSE
Fence Project (4a)						
	Project		FALSE	FALSE	FALSE	FALSE
	Issue Fence Project RFP		FALSE	FALSE	FALSE	FALSE
Utility Box Project (4a, 4b)						
	Identify owners	Robert	TRUE	FALSE	FALSE	FALSE
	Identify locations		TRUE	FALSE	FALSE	FALSE
	for initial round of painting		FALSE	TRUE	FALSE	FALSE
	Draft RFP		FALSE	TRUE	FALSE	FALSE
	Issue RFP		FALSE	FALSE	TRUE	FALSE
Public Art Maintenance (4d)						
	Metal Sculpture Refurb		FALSE	FALSE	FALSE	FALSE
	ongoing maintenance		FALSE	FALSE	FALSE	FALSE
Relationship to City Leaders (1b, 1g, 1j) (2b, 2c, 2g)						
	progress and plans	Liz	TRUE	FALSE	FALSE	FALSE
	City Manager	Yamily	TRUE	FALSE	FALSE	FALSE
	included in City special		FALSE	FALSE	TRUE	FALSE
	for visibility	NPAC	TRUE	TRUE	TRUE	FALSE
	member as a liason for		FALSE	FALSE	FALSE	FALSE
NPAC Structure						
	Investigate best ways to accept donations (501c3? Friends of group? Fiscal sponsorship?)	Jacques	TRUE	TRUE	FALSE	FALSE
	Talk to Roswell Arts Fund to learn about how they are structured	Jacques	TRUE	FALSE	FALSE	FALSE

Strategy			Year 1				Year 2				To be led by
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Make arts and culture a municipal priority	1a	Adoption of the Master Plan									NPAC, Mayor, City Council
	1b	Set a requirement to consider A&C activities as part of all private and municipal plans and initiatives									NPAC, Economic Development
	1c	Engage a contracted arts administrator									NPAC
	1d	Assign part of an FTE to arts administration									City Council
	1e	Hire a full time arts administrator									City Council
	1f	Implement an internship program									NPAC
	1g	Charge specific city personnel with community engagement									City Council
	1h	Hire a full time community engagement officer									City Council
	1i	Allocate an annual budget to NPAC									NPAC, City Council
	1j	Annual update on city processes									NPAC, City Council
	1k	Increase number of NPAC members									NPAC
	1l	Review city processes and legal requirements and create guidelines to ensure accessibility to artists and orgs									NPAC, Community Development
	1m	Include the needs of A&C workers in plans for workforce housing/housing affordability	As opportunities present								Community Development
	2a	Build authentic feedback loops									NPAC, All City Departments
Engage Diverse Audiences	2b	Invited community leaders to attend NPAC meetings									NPAC,
	2c	Sustained effort by city and NPAC members to attend a wide variety of events									NPAC, City Council
	2d	Commit to hosting city-sponsored events in locations outside of Downtown									Public Relations/Marketing
	2e	Incorporate new events - and new event elements									Public Relations/Marketing
	2f	Bring the warm sense of welcome and intentional engagement found Downtown to other areas of Norcross	Create opportunities as								Works/Utilities/Parks, et al
	2g	Offer arts activities at community-planned events									NPAC, Public Relations/Marketing
	2h	Make a concerted effort to communicate in languages other than English									Public Relations/Marketing, all city departments
	2i	Create new signage in locations throughout all of Norcross and include Spanish translations on existing signage									Public Relations/Marketing
	2j	Utilize feedback loops to piggyback on other successful tactics for disseminating information and marketing events									Public Relations/Marketing
	2k	Sub-contract with a multicultural marketing firm									Public Relations/Marketing
	3a	Create a sustained calendar of opportunities for A&C community to convene									NPAC, Arts Admin Contractor/Staff
Create a strong arts ecosystem	3b	Develop a network of Arts and Culture Ambassadors									NPAC
	3c	Create and maintain a database of artists and A&C organizations									Arts Admin Contractor/Staff
	3d	Create and maintain a database of available spaces									Arts Admin Contractor/Staff
	3e	Create and maintain a database of arts education opportunities									Arts Admin Contractor/Staff
	3f	Create a mechanism to share funding opps and open calls									Arts Admin Contractor/Staff
	3g	Create mechanisms to promote and share the breadth of A&C activities									Arts Admin Contractor/Staff, Public Relations/Marketing
	3h	Create a comprehensive searchable A&C calendar									Arts Admin Contractor/Staff, Public Relations/Marketing
	3i	Host a "Norcross Day" for area hotels									Arts Admin Contractor/Staff, Public Relations/Marketing
	3j	Create and maintain a database of all existing publicly-owned and publicly-accessible art									Arts Admin Contractor/Staff
	3k	Create and maintain an easily accessible catalog of public art									Arts Admin Contractor/Staff, Public Relations/Marketing
	3l	Create pipelines for development of student and emerging artists									NPAC, Arts Admin Contractor/Staff
Implement a Public Art Program	3m	Create granting programs for artists and organizations									NPAC, Arts Admin Contractor/Staff
	4a	Identify and implement short term projects									NPAC, Arts Admin Contractor/Staff, Art Consultant
	4b	Identify permanent/long-term projects									NPAC, Arts Admin Contractor/Staff, Art Consultant
	4c	Be ready for ad hoc opportunities									NPAC
	4d	Develop a maintenance and conservation plan									NPAC, Arts Admin Contractor/Staff



Jonathan Horrocks
Our town's namesake,
Jonathan Horrocks settled
in Marietta, five years
in Atlanta, in 1844, around
the same time as founder
John Thomas. A dry goods
merchant and several
speculator known for his
ringside spirit and position,
he became the fourth mayor
of Atlanta (1855-1862).
Dubbed the "Father of
Atlanta," by the press, he
also was the governor of

Trains and Railroad
In 1880, the citizens of
Norcross convinced Atlanta
and Charlotte Air Line
Railway management to
start the Airline Route, a
commuter train that took
passengers to Atlanta in
the morning and brought
them home in the evening.
The successful train was
extended to serve Lawrence
as far away as Thomas, and
operated for over 50 years.

The Cotton Gin
Cotton was the main cash crop in the agriculturally-based economy of Georgia in the late 1800s and early 1900s (until the expansion of the devastating boll weevil infestation). The *Mechanical Cotton Gin* (short for "ginners"), which is still standing today, allowed farmers to separate the valuable lint (which was made into thread) from the seeds in the cotton ball, and thus prepare their crop for market.

The Brunswick Hotel
In the 1970s, lawn founder John Thresher marketed Mainport as a resort destination, offering visitors clean air and water, along with mild weather. Its built a two-story resort hotel, The Brunswick, which stood across from the city park and accommodated visitors for many years.

Lat. Howell
Around 1885, local black citizens founded the Hopewell Missionary Baptist Church. Located just a few blocks away on Hunter Street, the still-flourishing church boasts thousands of members today. Blacksmith Columbus "Lum" Howell, who opened a shop on Main Alley from the 1920s to the 1960s, was a respected community leader and active advocate for the education of black children.

Ray Carlyle was one
fine young man that
passed in March 2001.
played major league
baseball in the 1960s.
Carlyle, who was in
a powerful hitler, of
the record for the h
measured some m
professional baseball
history, at 6'6" feet.

The first cotton shipment from Honduras was shipped to market by rail in October 1876. The current (second) Honduras depot was built in 1928, by John Pettejohns & Company for The Southern Railway for \$4,700,000. It was built a year after the first building caught fire in the middle of the night and burned to the ground.

Salmon, sailor, and photo from Martinez have served in the armed forces since the beginning of our town's history. Georgia Tech graduates and World War I veterans Hugo Fieschi, shown here, sold his service in France. "We went over there to win. We knew it was dangerous, and it cost us our lives, but we didn't sleep on it."



DIGITAL
PRECISION