
Request for Proposals – Curator Opportunity

Percent for Art in Public Places Collection,
Oregon Department of Administrative Services



Mary Ann Johns, *Cityscape #2*, 1993, located in the Public Service Building, Salem

The Oregon Arts Commission, on behalf of the Oregon Department of Administrative Services (DAS), is accepting qualifications from curators for a Percent for Art in Public Places opportunity to re-curate a collection of portable artworks located in public buildings in Eugene, Salem, Portland and Pendleton.

Submission Deadline: 5 p.m. on Wednesday, August 31, 2022

Budget: The not-to-exceed budget for curation services is \$30,000, and includes all fees, materials, insurance, travel and any other project costs incurred by the curator. An additional \$20,000 is allocated for professional artwork transportation and installation and fabrication of wall labels. DAS will contract with other vendors for these services, in collaboration with the curator.

About the DAS Percent for Art in Public Places Collection

Oregon's Percent for Art in Public Places collection consists of artwork commissioned or purchased through Oregon's art acquisition laws (ORS 276.073 – 276.090). For more than 45

years, the Percent for Art legislation has set aside one percent of state building construction and renovation budgets over \$100,000 for publicly-accessible artwork. Oregon's collection includes over 2,400 artworks, representing over 800 artists, installed in public buildings throughout the state.

The Oregon Arts Commission manages the Percent for Art in Public Places program in collaboration with partner agencies, such as Oregon Department of Administrative Services. The Arts Commission has managed several dozen projects in DAS-owned buildings. Installed and integrated into 21 DAS-owned buildings, the DAS Percent for Art in Public Places collection includes 369 artworks, maintained by the DAS division Enterprise Asset Management for the State of Oregon. View the [DAS Percent for Art in Public Places collection](#) online.

DAS seeks to re-curate up to 225 portable artworks located in 11 DAS-owned state buildings. Many of the artworks have been in the same location for many years or are currently in storage. The goal of the curatorial project is to refresh the artwork and provide contemporary interpretation so that the art will benefit the public and building users for many years to come.

Curatorial Services:

The Arts Commission and DAS seek to contract with an experienced curator to re-curate the DAS Percent for Art collection of portable artworks. The curator/curatorial team will:

- Conduct site visits to DAS buildings to survey the collection of portable artworks (Salem: 550 Capitol Building, Employment Building, Executive Building, General Services Building, Justice Building, Public Service Building, Revenue Building, Print Plant/ETS, State Data Center; Portland: Portland State Office Building; Pendleton: Pendleton State Office Building). Curator will be provided a detailed list of artworks including condition notes and up-to-date location information.
- Visit DAS buildings that do not currently have portable artworks installed to survey potential public artwork locations (Eugene: Eugene State Office Building; Salem: Commerce Building, Agriculture Building; Portland: Albina Building, Labor & Industries Building).
- Communicate with key DAS representatives, building users and Arts Commission staff to gain an understanding of background of and desired goals for artwork placement.
- Work with DAS representatives and Arts Commission staff to determine degree and method of participation for building tenants in curation process.
- Identify any re-framing or major conservation needs.
- Create a report and recommendations for re-siting portable artworks in public locations in DAS buildings. The re-siting needs to take into consideration how artworks will relate to the space in which they are placed (dimensions, architecture, movement through the space); the building users and public; other artworks in the space including in appearance (line, color, form, subject matter) and art history of the Pacific Northwest. Artworks are not required to move buildings and could potentially be relocated within the same building or stay in their current location.

- Work closely with DAS project managers and the Oregon Arts Commission for logistics related to site visits and wall labels and for approval and feedback on re-siting plan.
- Research artists and artworks to write new wall labels with succinct descriptive text that helps viewers understand the artwork. Wall labels will be reviewed and approved by Arts Commission staff.
- Oversee installation of artwork in new locations. Installation will be conducted by a professional art handling vendor.
- Install wall labels.
- Provide final inventory of portable artwork in an Excel spreadsheet, including new locations.

Requirements

The selected curator or curatorial team will enter into a contract for services through the Enterprise Asset Management division, Department of Administrative Services. The following insurance requirements will need to be met and certificates of insurance provided to EAM, DAS: commercial general liability, automobile liability, professional liability.

Anticipated Schedule

Aug 31, 2022	Submission of qualifications deadline
Sept 2022	Contract awarded to selected curator/curatorial team
Oct 2022	Initial meetings with stakeholders and project research
Oct 2022 – Jan 2023	Site visits and survey collection and potential artwork locations
March 2023	Report and recommendations for re-siting artworks
Summer - fall 2023	Installation of artwork and wall labels in new locations

How to Submit Qualifications

To be considered for this opportunity, submit all required materials by 5 p.m. PDT on Wednesday, August 31, 2022. Send the materials described below via a file share program of your choice to eleonor.sandys@biz.oregon.gov. *Zip files cannot be received.*

Application Materials

1. **Implementation Plan.** As a PDF file named with “applicant’s last name, first initial, plan” (tanakajplan.pdf). Three (3) pages maximum.
 - o Describe your interest in this project and how your curatorial approach and process would be a good fit for the opportunity.
 - o Describe your ability to manage the tasks listed above in Curatorial Services.
 - o Provide a brief critique to the proposed tasks and plan, which may affirm the proposed tasks, identify potential risks, and/or recommend changes or optional tasks to include.
 - o If you are an emerging curator or desire to expand your curatorial practice to include public art, address this and describe how your qualifications will help you successfully complete this project.
2. **Resume/Qualifications.** Two (2) pages maximum. Provide a resume and/or short description of the curator’s/curatorial team’s related qualifications and experience.

- PDF or DOC/DOCX format;
 - Name file with “applicant’s last name, first initial, resume” (tanakajresume.pdf);
 - Include complete contact information: street address, phone number, email.
3. **Up to 10 Images of Past Curatorial Work.** Provide images that demonstrate past curatorial work or curated projects.
- JPG or PNG format; File size: minimum 1200 pixels on the longest side and 5 MB maximum;
 - Name files with: “applicant’s last name, first initial, number that corresponds to the image information on the image list” (tanakaj01.jpg).
4. **Past Work Descriptions.** Provide a brief description for the images, describing the project, dates, location, your role, and curatorial approach or goals for the project.
- PDF format;
 - Name file with “applicant’s last name, first initial, list” (tanakajlist.pdf).

Assistance

For questions about the project and the application process, contact Oregon Arts Commission project manager Eleanor Sandys: eleanor.sandys@biz.oregon.gov or 971-707-3004. The information in this RFQ is available in alternate formats upon request.

Oregon’s Percent for Art in Public Places Program

Oregon’s Percent for Art in Public Places program places art in state buildings and public universities across Oregon. The Oregon Arts Commission manages the Percent for Art Program and advises on the care of the collection. The collection, including more than 2,500 works of art, is searchable via [Oregon’s Percent for Art in Public Places Collection website](#).

The goals of the Percent for Art in Public Places Program are to:

- Acquire engaging and enduring artworks that are valued by Oregon’s diverse communities;
- Encourage dialogue, creativity and a sense of place by integrating art experiences into people’s everyday lives;
- Incorporate diversity, equity and inclusion policies and practices into art acquisition and collection management;
- Advance and support artists’ development, recognition and economic stability;
- Enliven and enhance state buildings through the arts; and
- Promote public awareness, understanding and appreciation of the arts.

The program is guided by [Oregon Revised Statutes 276.073 - 276.090](#) and [Oregon Administrative Rules 123-475-000 – 123-475-0085](#).

About DAS

The Department of Administrative Services is the central administrative agency of Oregon state government. DAS works to effectively implement the policy and financial decisions made by the Governor and the Oregon Legislature. The department also sets and monitors high standards of accountability to ensure that state government uses tax dollars productively. To

fulfill its mission, DAS supports state agencies by providing a strong and stable management infrastructure. The DAS Enterprise Asset Management division is responsible for all phases of life-cycle management for a variety of state assets including facilities, real estate, vehicles, and property slated for disposal.