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## Request for Qualifications - Art in Public Places Opportunity

Department of Administrative Services, Executive Building, Salem, OR

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*Figure 1 - Executive Building, west entrance.*

The Oregon Arts Commission is accepting qualifications from artists or artist teams for Percent for Art in Public Places opportunities at the Department of Administrative Service (DAS) Executive Building. The Executive Building is undergoing a full renovation, while maintaining and restoring historic elements of the building and the recently remodeled lobby. The building is scheduled to reopen in Spring of 2024, but artwork will be expected to be installed by Spring, 2025.

**Submission Deadline:** 5 p.m. Pacific Time on Monday, March 25, 2024.

**Eligibility:** Open to artists who reside in Oregon, California, Washington, Alaska, Idaho and Montana. Artists from traditionally or currently underserved communities including (but not limited to) rural communities and communities of color are especially encouraged to apply.

**Budget:** The anticipated art budget for the project is \$270,000 total, which will be allocated to two commissions: an interior and an exterior commission. The budget for the interior commission is \$90,000; for the exterior, it is \$180,000. Budgets include artist fees, travel expenses, materials, engineering, permitting, fabrication, insurance, shipping, installation, documentation and any other project costs.

## **About the Department of Administrative Services and the Executive Building Project**

The Department of Administrative Services is the central administrative agency of Oregon state government. DAS's mission is to "support state government to serve the people of Oregon." DAS works to effectively implement the policy and financial decisions made by the Governor and the Oregon State Legislature. DAS also sets and monitors high standards of accountability to ensure state government uses tax dollars effectively. To fulfill its mission, DAS supports state agencies by providing a strong and stable management infrastructure. As part of this effort, DAS works with private enterprise, citizens and other government entities to develop an efficient service delivery system.

The Executive Building was built in 1936 to serve as a post office. In 1978 it was expanded, resulting in a 63,000 square-foot, five-level building with a two-level parking garage. The building is now home to the State of Oregon's Chief Operating Office (COO), Chief Human Resource Office (CHRO), Chief Financial Office (CFO), Enterprise Information Services (EIS), and the Office of Cultural Change. The renovated building will be a haven for employees, with a pleasant and inclusive environment, and also be welcoming to the general public by providing for unique possibilities to build community and connection for groups within Salem, and those who may be visiting the area to collaborate with state government.

## **Potential Themes, Values and Goals for Artwork**

- Confluence - coming together while retaining autonomy.
- Indigenous present and future, a connection to deep history of place (geologic time).
- Inclusivity, equity, justice, accessibility to democracy, creating connections across communities.
- Thought provoking, inspires curiosity and openminded inquiry, creates pathways for reflection and learning.
- Future-oriented possibilities, less memorializing and more world-building.
- Reflects upon Oregon's natural environment.

## **Art Locations**

There are two art zones for the Executive Building. Images of the potential art locations are in the final pages of this document.

- 1) Interior - Level 1, east entrance vestibule: ceiling-suspended 3D art or wall attached 2D art; 2D art for the north conference room wall.
- 2) Exterior - South and west landscape, various locations.

## **Selection Process**

A selection committee for this project includes DAS representatives, building users, arts professionals and the project design team, and is facilitated by an Oregon Arts Commission project manager. The committee will review submitted qualifications and select up to three finalists per zone for an interview selection process.

The following criteria will be used to select finalists, based on the submitted materials:

- appropriateness of scale, material (including long-term durability), and style of past work as they relate to the project values/goals and site;
- artistic and technical quality of past work, including mastery of skills and techniques, communication of a unique artistic perspective, and/or consistent application of professional practices, conceptual framework or use of materials;
- demonstrated ability of the artist to successfully complete artwork with a project timeline, limited budget and input from community stakeholders.

Shortlisted finalists will receive an artist fee to attend an interview with the committee. During the interview, artists will discuss their past work, art process and project approach. No specific proposals will be expected or accepted at the interview. The interview fee rates are .25% of artist commission: artists shortlisted to be interviewed for the DAS Executive Building interior commission will receive \$250, and those shortlisted to be interviewed for the exterior commission will receive \$450. Commissioned artists will attend a site visit and project orientation before creating concept proposals.

### **Estimated Schedule**

March 25, 2024, 5 p.m. PT	RFQ deadline
Early April, 2024	Finalists notified
April/May, 2024	Finalist interviews
May/June, 2024	Artist selection and contracting
June/July, 2024	Artist site visit and project orientation
August/September, 2024	Concept proposal presentations
October/November, 2024	Design development reviews
November, 2024 – April, 2025	Fabrication
May, 2025	Artwork installed and complete

### **How to Submit Qualifications**

To be considered for this opportunity, please submit all required materials by 5 p.m. PT on Monday, March 25, 2024. To submit materials, click on the following link: <https://www.dropbox.com/request/vdwlHcUDVPjEF52lShKd>. Then click “Add Files” and choose “Files from Computer” or drag and drop your files into Dropbox. Please use naming convention requested below so all of your files will stay together in the submissions folder.

Artists currently on the Oregon Art in Public Places Artist Roster may use Roster application materials for this opportunity, with the addition of a letter of interest specific to this project. Please email your letter to [pegbutlerart@gmail.com](mailto:pegbutlerart@gmail.com) and indicate that you’d like your Roster materials to be used.

## Application Materials

1. **Letter of interest.** As a PDF file named with artist's last name and first initial and the word "letter" (garciamletter.pdf). If applying as a team use your team name and "letter," (teamnameletter). Limit 1 page.
  - Describe your interest in this project and how your artwork and art-making process would be a good fit for the opportunity. If you are only interested in being considered for a specific zone, please mention that. Otherwise, you will be considered for both.
  - If you are an established artist emerging into public art, in your letter of interest address the reasons why you believe you are qualified for the opportunity, or the steps you would take to ensure successful completion of an architecturally integrated or large-scale artwork commission.
2. **Resume.** As a PDF file named with artist's last name and first initial and "resume" (garciamresume.pdf). If applying as a team use your team name and "resume," (teamnameresume). Limit 2 pages per person or team member. Include complete contact information: street address, phone number, email.
3. **Up to 10 Images of Past Work.** JPG or PNG format; name files with artist's last name, first initial and number that corresponds to the image information on the image list (garciam01.jpg). File size: minimum 1200 pixels on the longest side and 5 MB maximum.
4. **Image List.** PDF format. Name file with artist's last name, first initial and "list" (garciamlist.pdf). If applying as a team use your team name and "list," (teamnamelist). Two pages max. Provide a description for each image including:
  - Image file name and number.
  - Key details: title, location, cost/budget, date completed, materials, dimensions, commissioning agency (if applicable), project partners (if applicable).
  - Brief description of your vision or conceptual ideas for each artwork.

## Assistance

For questions about the project and the application process, contact Peg Butler, public art project coordinator managing the project on behalf of Oregon Arts Commission. pegbutlerart@gmail, 503-928-3565.

The information in this RFQ is available in alternate formats upon request. For more information about alternative formats, contact Ryan Burghard, Oregon Arts Commission: [ryan.burghard@biz.oregon.gov](mailto:ryan.burghard@biz.oregon.gov) or 971-374-3083.

## Oregon's Percent for Art in Public Places Program

Managed by the [Oregon Arts Commission](#), the Percent for Art in Public Places program places art in state buildings and public universities throughout Oregon. The collection, including more than 2,500 works of art, is searchable via [Oregon's Percent for Art in Public Places Collection website](#).

## **Context Information and Art Location Plans and Images**

Please see the following pages (p. 6-11).

*Note: Commissioned artists will attend a site visit and project orientation and have access to additional information about potential art locations.*



## Context Information

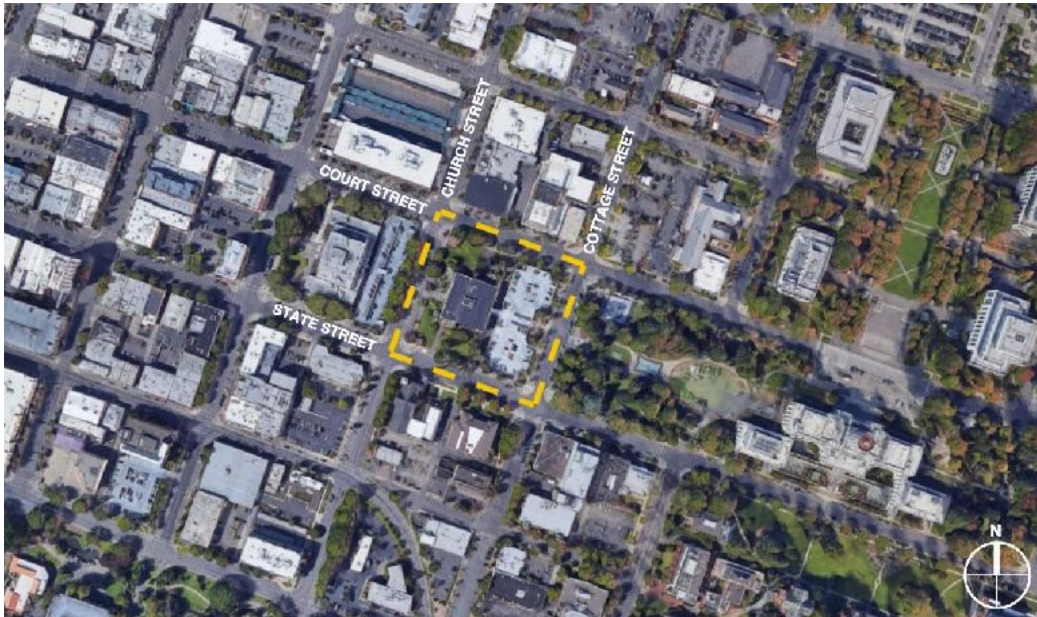


Figure 2 - Aerial photo of project area and Salem context. The site is highlighted with dashed yellow line. To the southeast is the Capitol Building and Capitol Mall. To the west is downtown Salem, Oregon.



Figure 3 - Aerial photo showing the Executive Building, site and parking garage. Image includes notations calling out the original 1936 building and site and the 1978 addition.



## Context Information



Figure 8 - Photos from varied directions showing the Executive Building prior to renovation.

## Interior Art Opportunities

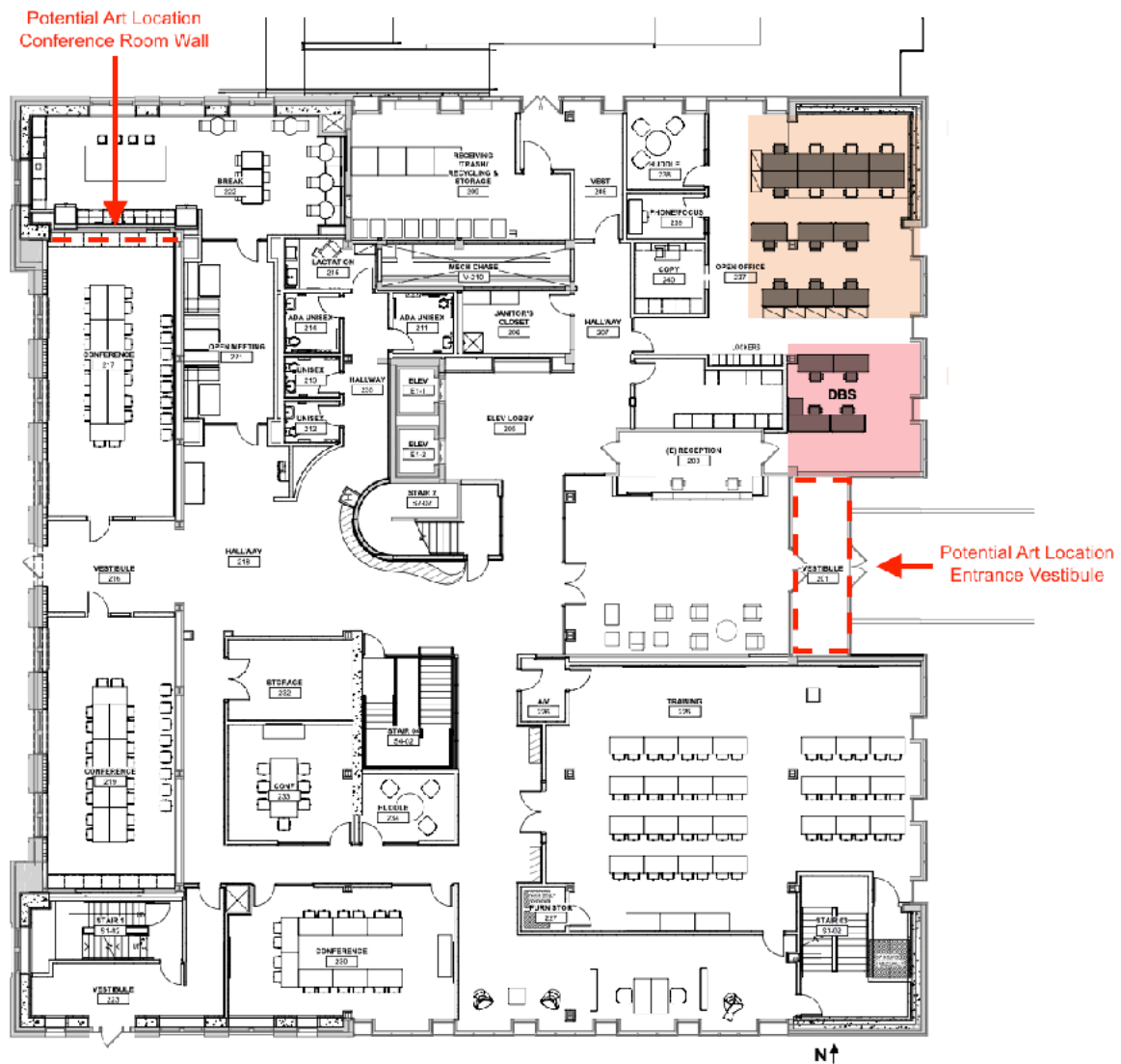


Figure 4 - Plan drawing showing Level 1 of the Executive Building. Potential art locations are noted in red.



## Interior Art Opportunities: East Entrance Vestibule

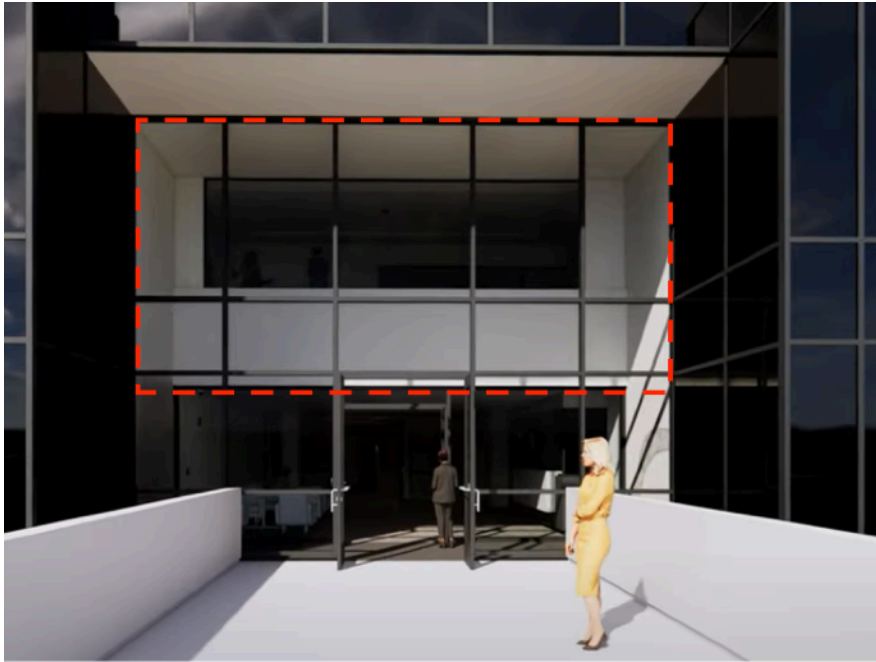


Figure 5 - Rendering shows a view from outside of the Executive Building looking into the entrance vestibule. The area for artworks is highlighted with a red dashed-line box. Artists could create 3D ceiling-suspended artwork and/or wall-attached 2D artwork.



Figure 6 - Rendering shows a view from the sidewalk looking toward the east side of the Executive Building with the interior entrance vestibule visible.

## Exterior Art Opportunities

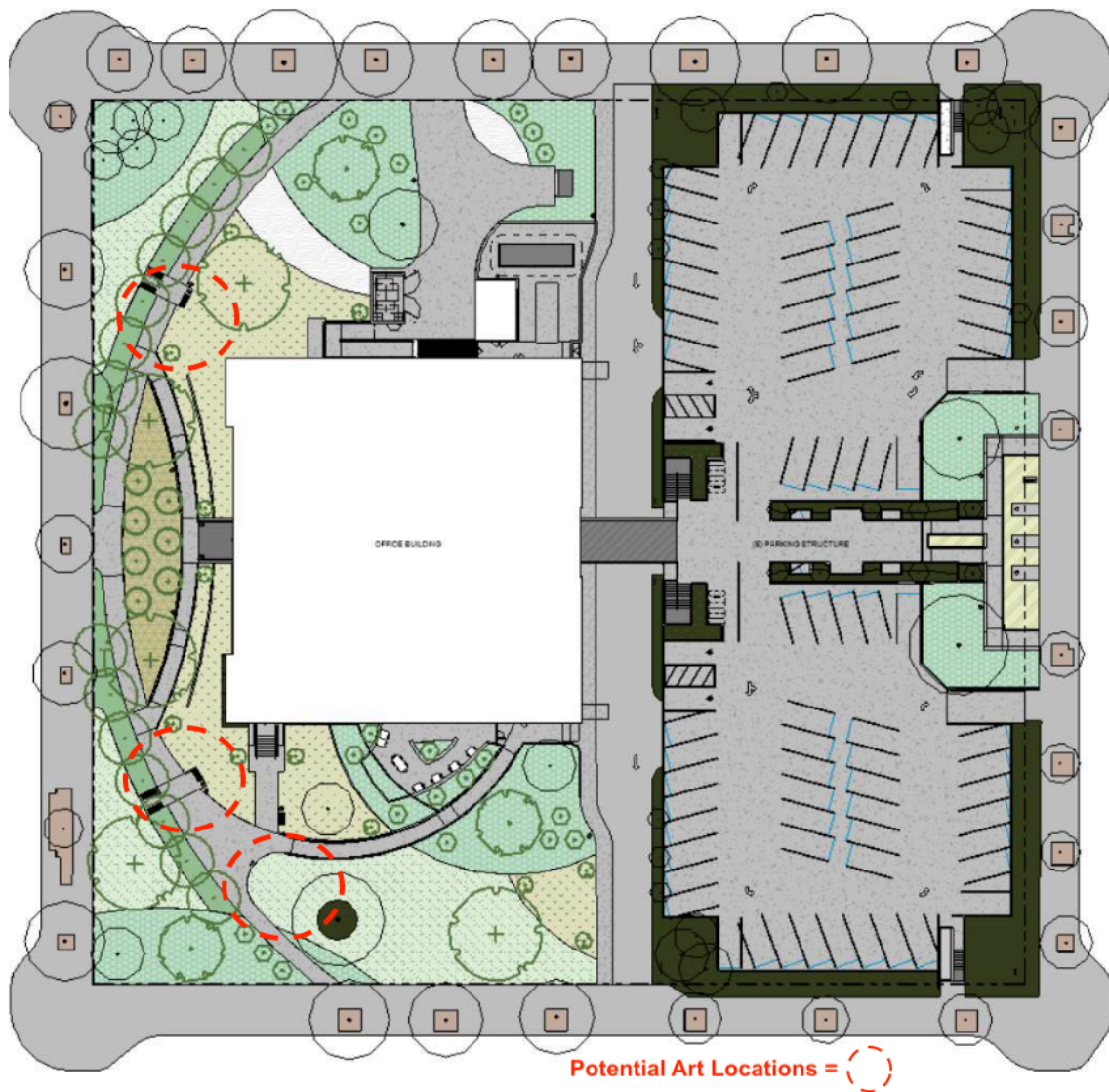


Figure 7 - Rendering of the new landscape plan for the Executive Building. Potential locations for art are noted with red-dashed circles.

## Exterior Locations



*Figure 9 - Google Street-view image looking northeast at the southwest corner of the Executive Building, prior to renovation. Potential locations for art are on the west and south sides of the building.*



*Figure 10 - Google Street-view image showing some of the west and south sides of the Executive Building, prior to renovation.*