

**RE: REQUEST FOR QUALIFICATIONS/CALL FOR WOOD ARTIST  
Donor Wall  
Jasper City/Library LLC**

Jasper City/Library, LLC is requesting qualification packets from qualified wood artists to create a commissioned public, interior Donor Wall. Qualification Packets regard design, creation, and installation of artwork on a wall inside the atrium of the Thyen-Clark Cultural Center located at 100 3<sup>rd</sup> Street, Jasper, Indiana.

An electronic version of this document is available on Jasper Community Art's website [www.jasperarts.org](http://www.jasperarts.org).

**SUBMISSION REQUIREMENTS:**

Interested artists must submit the following information:

REQUIREMENT ONE: Completion of the attached **Donor Wall Submission Form** with the qualification packet.

REQUIREMENT TWO: Letter of interest including:

- a) Explanation of Artists interest in the project
- b) Brief overview of any experience, expertise, or qualifications relevant to this project
- c) Artist Statement
- d) Three or more references
- e) Link to artist's website (if available)

REQUIREMENT THREE: High-resolution images of work representing the artist's woodworking style, format, and breadth of work. Please provide no more than twelve images and indicate the titles and medium for all works. Please also indicate whether the works were subject of public installation and if so, where.

## Evaluation Criteria

Artist submissions shall be reviewed based on all information included and requested in this "Call for Wood Artist" including but not limited to the following criteria:

1. Project approach and thorough understanding of project scope;
2. Experience with relevant projects;
3. Quality of relevant sample works;
4. Demonstrated creativity in completed works;
5. Familiarity and understanding of the stated goals (see Creative Brief, page 5);
6. Stated Qualifications of Artist and/or Artist Team;
7. Demonstrated ability to meet project schedules and budget; and
8. Responsiveness to Submittal Requirements;

## PROJECT BUDGET

Artist Commission: The Artist will be compensated \$10,000 for this project.  
This compensation includes labor, materials, and any other related cost.

## SELECTION PROCESS

This project will involve a three step call process.

STEP ONE: CALL for interested Artists to submit overview of qualifications for Donor Wall project  
**Deadline: Friday, April 3, 2020.**

STEP TWO: Two to three finalists will be selected. NOTE: Finalists shall be compensated in the amount of Two Hundred Dollars (\$200) to submit and present their design concepts. Finalists shall be notified on or before **Friday, April 10<sup>th</sup>, 2020.**

**Finalists** will have three weeks to prepare concepts and plans. Finalists will be expected to submit concepts and project plans sometime during the period of **Wednesday, May 6 - Friday, May 8, 2020.**

STEP THREE: Winning concept will be accepted and the artist asked to work with Jasper City/Library, LLC to finalize details of the design.

## AVAILABILITY

Finalists will be expected to present the concepts and project plans in person or via teleconference or Skype. The Artist must be available for a 30-40 minute presentation and "Question and Answer" session sometime **Wednesday, May 6 - Friday, May 8, 2020. The Artist must also be available to lead the project through completion by Saturday, October 31, 2020.**

The date of project completion could change due to unforeseen delays with building construction.

The winning Artist shall be selected and notified on or before **Monday, May 11, 2020.**

## ELIGIBILITY

This project is open to all artists or artist teams, eighteen years of age or older.

## **SUBMISSION PROCEDURE**

Qualification packets should be submitted in "PDF" format to [JCAevents@jasperindiana.gov](mailto:JCAevents@jasperindiana.gov) or via mail, plainly marked "Donor Wall Project" on the outside of the mailing envelope, addressed to Jasper Arts Center, 951 College Ave., Jasper, IN 47546. Qualification packets will be accepted until **Friday, April 3, 2020**. Packets may also be hand-delivered to Jasper Arts Center at the address listed above by the required date and time. Submittal packets delivered after the posted deadline will not be considered for selection. No faxed or telephone proposals will be accepted.

Jasper City/Library, LLC intends to enter into an agreement with the Artist who provides a proposal that best meets all of the listed evaluation criteria.

All questions should be submitted to **Corina Mack- Email: [JCAevents@jasperindiana.gov](mailto:JCAevents@jasperindiana.gov), Phone: 812-482-3070, Address: 951 College Avenue, Jasper, IN**

Sincerely,

Kyle Rupert  
Director,  
City of Jasper Community Arts Department

## Thyen Clark Cultural Center Donor Wall- Artist Information

Name

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Address

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Phone:

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Email

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Website

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Social Media Link

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## **Creative Brief**

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### **Project Description/Objective:**

The purpose of this project is to acknowledge the generosity of individuals in our community. The general idea is shelves with wooden book fronts; to represent the Jasper Public Library. Each book would have the name of a donor on its front or spine. Placed throughout the books would be wooden elements representing Jasper Community Arts. Artist will design and install the Donor Wall as described in the Call for Wood Artist. The Donor Wall will be celebrated as a new public art installation. While the primary purpose is recognition of donors, the underlying idea should include a celebration of literature, arts, and creativity!

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### **Project Specifications (preliminary):**

The wall on which the piece would be placed measures 18'-1/8" by 10'-8 1/4" (see Appendix B). The surface the piece will be installed on is painted drywall. The studs in the building are steel. There are currently 130 names that need to be applied to a "book". Leave space for the addition of up to 10 names. Please address the possibility of adding names after the piece is installed. Include the approximate size, weight of the piece and how it would be installed.

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### **Mandatory Design Elements:**

See Appendix A for a general concept of the project. Each book would list one donor, how this is applied (metal plates, etched, burned, is up for discussion based on artist's preference and design). The committee would like the arts to be represented with wooden art related pieces such as ballet slippers, comedy & tragedy masks, violin, paint pallet, etc. It is not necessary that the arts are represented with the items listed here; there should be a minimum of four art themed items. With wood such a large part of Jasper's heritage, wood should be a featured component.

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**Key Dates:**

- **Deadline for Submission of Artists' Qualifications is Friday, April 3, 2020.**
- **Notifications of Finalists will take place on or before Friday, April 10, 2020.**
- **Finalists' concept and project plan presentations will be scheduled sometime during Wednesday, May 6 and Friday, May 8, 2020.**
- **Artist selected and final design approved Monday, May 11, 2020.**
- **Estimated time frame for creating and installing the October 31, 2020.**

Appendix A



Appendix B

