

## Work of Art Project Plan [JULY 13, 2025]

This document outlines key objectives, budget, timeline, artist selection, and deliverables for a proposed public art project and will be completed by members of the project's working group.

Complete **Sections 1–11** prior to beginning the project and present to the Art in Public Places Advisory Board (APPB) for final approval. This form will accompany the APPB's recommendation to spend Art in Public Places funds to County Council and will be updated as the project progresses.

---

### 1. Name of Project/Working Group: Semi-Quincentennial Art Contest

### 2. Working Group Members

Role	Name
a. APPB Member	Andy Fischer Wright
b. APPB Member (Optional)	Tim Foley
c. Proposed project site Representative	_____
d. Other Interested Party (Optional)	_____
e. Other Interested Party (Optional)	_____

---

### 3. Introduction – Project Overview

Describe the artistic opportunity, project background, goals, how it originated, fits in the Los Alamos Public Art Collection, and any other important context.

*Project Introduction:*

**To commemorate the 250<sup>th</sup> anniversary of the nation, the Los Alamos Arts in Public Places Board (APPB) will help to coordinate a public art contest and exhibit at the Step Up Gallery in Los Alamos, NM. The exhibit, which will take place in summer 2026, will culminate in a public vote on art and possible offer of acquisition of art for the APPB collection.**

### 4. Site and Context

Describe the proposed site location and any associated capital projects, plans, or site-specific considerations.

*Site Description:*

**The site is penciled in as the Step Up Gallery, located on the top floor of the Mesa Library in Los Alamos, NM. The permanent location of any work acquired for the public collection is to be determined.**

---

### 5. Artist Selection Process

**a. Proposed Method for Artist Solicitation (Check one):**

- ☒ Open Call for Art
- ☐ Artist Invitation
- ☐ Direct Selection (explain rationale below)
- ☐ Completed Work of Art (explain rationale below)
- ☐ Other (describe below)

*If Direct Selection or Completed Work is chosen, provide rationale:*

---

*If Other is chosen, describe the proposed method for artist selection:*

---

*If there is a potential, perceived, or direct conflict of interest, provide details (see Appendix C for COI definition):*

---

**b. Selection Process Details:**

Describe desired number of finalists, whether proposals or interviews are required, if artists will be compensated for proposals and any other details deemed appropriate for this section based on the project plan.

**The selection process will begin with a public call for art open to the public. We hope to launch this no later than January 2026 (ideally November 2025.)**

**From here, there will be two methods to select work. The first will be a 'double blind' committee of community leaders (exact composition to be determined) who will narrow down the field of entrants to an exhibit for display in the Step Up Gallery. There will then be a community open to the public to select the community's choice(s) for work to be potentially acquired by APPB. The top choices in this survey will then be given offers for acquisition. The amounts that APPB offers these artists will be decided ahead of time.**

## **6. Artist's Scope of Work**

Describe the artist's expected responsibilities (e.g., design, fabricate, install, participate in planning meetings).

*Scope of Work:*

**All artists are only expected to produce work that is 'gallery ready' (ex: ready to hang, not just a piece of loose canvas.) Step Up Gallery staff will hang work. APPB should put aside a relatively small amount for installation of any acquired pieces.**

---

## **7. Evaluation Criteria**

All proposals will be evaluated using the criteria below. Add any project-specific criteria as needed.

**Standard Criteria:**

- The work of art must be located in a public place with public visibility and impact.
- The work of art shall have a permanence generally of at least twenty (20) years, and shall be likely to remain a thing of value for this time period given appropriate site selection and maintenance.
- The work of art shall enhance the environment of the County.
- Quality and craftsmanship shall be suitable for the type of artwork considered.
- Artist's reputation and/or recognition may be considered if important.
- Appropriateness for intended location.
- Long-term maintenance needs shall be reviewed, based on artist's description and/or County or its maintenance and restoration Contractor.
- Environmental impact (light, sound, exposure).
- Security and vandalism resistance.
- Public safety.
- Relevant community input (e.g., community feedback or surveys).

**Additional Criteria for This Project:**

**APPB should discuss whether preference will be given to artists residing in or with strong connections to Northern New Mexico.**

## 8. Proposed Project Timeline

**a. Artist Selection Timeline:**

**Call for art: aiming to release by January 2026 at the latest (November 2025 more ideal.)**

**Show dates to be determined, but ideally June-July 2026.**

---

**b. Design, Fabrication, Installation Timeline:**

**Any acquisition would be scheduled for July 2026. Dependent on scale of work, installation would likely occur FY27.**

---

## 9. Proposed Budget

Provide a generalized break down the anticipated project budget, including artist selection, design, fabrication, installation, signage/plaques, events, outreach, and contingency. Include an explanation of how this budget was determined (e.g. by allocating 1% from a specific capital project budget, based on the costs of similar projects, etc.)

*Total Budget:* Less than \$10,000

*Breakdown and Explanation:*

Proposed acquisition of pieces: to be determined, but potentially up to \$2000 for two potential pieces.

Proposed installation: to be determined, but hopefully not to exceed \$5000.

---

---

## 10. Anticipated Process Requirements

Identify any requirements related to permitting, installation, coordination, or logistics:

**Phase 1:** Pin down dates with Step Up Gallery, reach out to State of NM for possible coordination with their initiative, write call for art, decide on committee, have the pool for potential acquisitions decided by County Council.

**Phase 2:** Call for art goes out. Committee makes selections for display in the exhibition.

**Phase 3:** Delivery of art and hanging of show, followed by the show (including opening reception) and survey to determine winner(s.)

**Phase 4:** Winner(s) decided via survey results. Offer made for acquisition. Decision made by artist to accept or reject the offer.

**Phase 5:** Art now part of public collection. Installation of work to follow.

---

---

## 11. Community Engagement, Marketing & Communications

### **a. Marketing and Outreach Strategy:**

Describe proposed methods to communicate with the public and promote the project.

**Use of social media platforms, mailing lists, etc.**

---

### **b. Community Input Survey Questions:**

List proposed questions or desired information needed for gathering community feedback.

**'Which of these pieces do you feel best fits the theme?' 'Which of these pieces do you feel should be acquired by Los Alamos County?' etc.**

---

---

## Sections 12–16: To Be Completed During and After the Project

---

## 12. Appraisal or Conservator Report (If Applicable)

**a. Findings:** *(attach documents if available)*

---

**b. Justification for Purchase** *(if cost and value significantly vary):*

---

---

### 13. Maintenance and Restoration Information, Recommendations and Requirements *(if applicable)*

Details:

---

---

### 14. Recommendation to County Council

Select one:

- ☐ **Do NOT recommend; project cancelled** *(include who cancelled project in explanation)*

Explanation: \_\_\_\_\_

- ☐ **Recommend to Council** *( include this document in the agenda packet for the Council's agenda item)*

Important Details: \_\_\_\_\_

---

### 15. Closing of Working Group

Once the project has been either cancelled by the Board Chair or approved by County Council, the Project Working Group may be released of its obligations and dissolved. Details regarding the purchase, installation, and celebration may be coordinated with the Staff Liaison, individual APPB members, and/or the appropriate County staff.

### 16. Closing of Project

Provide a narrative on project closure (e.g., project completed, Work of Art installed, ribbon cutting celebration planned or held, project cancelled).

Closure Summary:

---

---