



State of Nevada
Governor's Office
Department of Tourism and Cultural Affairs/Nevada Arts Council

GOVERNOR'S PORTRAIT
CALL FOR ARTISTS: REQUEST FOR PROPOSALS
Proposal Submission Deadline: Friday, August 4, 2017 5 p.m. PDT

The State of Nevada invites professional artists with previous experience in commissioned portraiture work to an open competition to paint the official portrait of Governor Brian Sandoval. The portrait will hang in the Nevada State Capitol. Pursuant to NRS 223.121 the portrait must be painted in oil colors and be appropriately framed. The painting and framing must be done in the same manner, style and size as the portraits of former Governors as displayed in the Capitol Building. The maximum compensation for the preparation of the portrait, which must include all supplies, the frame, hanging apparatus and travel expenses is \$23,000.

ELIGIBILITY

This competition is open to all professional artists living in the United States with demonstrated experience in professional, commissioned portraiture work. Applicants must demonstrate the ability to complete the project as proposed, agree to the available budget, and comply with the stated project timeline.

SELECTION CRITERIA & PROCESS

A selection committee will review all eligible submissions using the criteria listed below and select three finalists from which the Governor will choose the commission artist. The finalists will be selected based on the following criteria:

- Artistic quality;
- successful completion of similar projects;
- ability to complete the project within the time frame and budget; and
- satisfactory assessments from three references.

The finalist(s) will travel to Carson City to meet with Governor Sandoval to discuss his/her approach to the project.

The State of Nevada, represented by the Department of Tourism and Cultural Affairs, reserves the right to reject any or all applications or proposals, or to terminate the selection process at any time.

PAYMENT

Upon selection of the artist, a contract between the artist and the State of Nevada will be generated. Unless otherwise arranged, payment for the portrait will be made upon delivery of the approved and framed portrait to the Secretary of State and its acceptance by the Director of the Department of Tourism Cultural Affairs.

The Department of Tourism and Cultural Affairs in collaboration with the Nevada Arts Council will manage the artist selection process for the Selection Committee and develop and manage the artist's contract.

SUBMISSION MATERIALS REQUIRED

Artists are required to submit the following materials to the Nevada Arts Council office by **5 p.m. on August 4, 2017** to be considered for this commission.

1. A cover letter with pertinent contact information, slide list (see #5) and reason why the artist is interested in being considered for this commission.
2. One-page simple budget, breaking out artist's fee, materials, insurance, travel, framing, and other costs that may be associated with the project (all must fall within the \$23,000 project budget).
3. Resume of artist's education and professional experience (not to exceed 3 pages)
4. Completion of the references worksheet (Addendum A)
5. 6 digital images submitted on a CD of examples of previously commissioned work, including full figure and detail images.
 - It is essential that the digital images of your artwork are of the highest professional quality. The standards that apply to traditional slide documentation also apply to the digital slide format.
 - Size your images to the following format and dimensions. Each image must be saved as a 300 dpi/resolution JPEG file. Dimensions: 800 pixels/1200 pixels. The image size should not exceed 800 pixels in height and/or 1200 pixels in length.
6. All materials must be unbound/stapled, labeled and submitted on 8 1/2" x 11" paper.

TO NOTE

- Late or incomplete applications will not be considered.
- To have slides returned, enclose a self-addressed, stamped envelope.
- Do not submit original slides or drawings. While every precaution will be taken to prevent the loss or damage to materials submitted, neither the Nevada Department of Tourism and Cultural Affairs nor the Nevada Arts Council is responsible for the loss or damage to the items submitted.
- Contact with the Nevada Department of Tourism and Cultural Affairs, the Nevada Arts Council or the Governor's office is not allowed at any time during this RFP process in regard to this project.

QUESTIONS

All project questions must be submitted via email to infonyartscouncil@nevadaculture.org on or before Friday, July 14, 2017. Answers will be provided on Tuesday, July 18, 2017. Questions will not be answered outside this process.

Answers will be provided to those who asked questions. Others who would like the Q&As should send an email to cvecchio@travelnevada.com. Please use: Governor's Portrait QAs as the subject line.

APPLICATION DEADLINE

Please send applications to the following address. Completed application packets must be received in the Nevada Department of Tourism and Cultural Affairs office by **5 p.m. on Friday, August 4, 2017.**

Governor's Portrait Project
Nevada Department of Tourism and Cultural Affairs
401 N. Carson St.
Carson City, NV 89701

PROJECT TIMELINE

Request for Proposals Issued	July 5, 2017
Deadline for Project Questions	Friday, July 14, 2017
Answers Provided	Tuesday, July 18, 2017
Submissions Due	Friday, August 4, 2017; 5:00 p.m. (PST)
Submissions Reviewed	Week of August 7, 2017
Finalists In-person Meeting	Week of August 21, 2017
Notification of Final Selection	On or before August 31, 2017
Portrait Completed By	March 1, 2018



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ADDENDUM A: REFERENCES

Please provide the following information for three references (may use a separate sheet to complete, however, the all information requested below must be provided for each reference).

Reference Name	Reference's Organization	Phone Number	Nature of the Engagement/Project