



**Request for Qualifications (RFQ)**  
**City of Wilsonville Seeks Artist or Artist Team to Create a new  
Artwork(s) for Boones Ferry Park – *The Essence of the River***

**Application Deadline:** February 12, 2025 at 2:00pm

**Budget:** To not exceed: \$100,000

**Contact:** Erika Valentine, Arts & Culture Program Coordinator, [EValentine@ci.wilsonville.or.us](mailto:EValentine@ci.wilsonville.or.us), 503-570-1629

**Project Description and Background**

The City of Wilsonville, Oregon is requesting qualifications from talented artist(s) and/or artist team(s) to create a new and engaging public artwork(s) for Boones Ferry Park, a ~15-acre park adjacent to the Willamette River. Also located at this park is the historic Tauchman House, formerly the home to the operator of the historic Boones Ferry. A large new inclusive playground, installed in 2024 has reactivated and enlivened this space. The playground design includes themes of the City’s History and the significance of the Willamette River.

This park is intended to serve the larger community as well as the local neighborhood.; [The 2018 Boones Ferry Master Plan](#) is the result of an extensive public process involving members of the general public, City Council, Parks and Recreation Advisory Board, Planning Commission, as well as Wilsonville Parks and Recreation staff. Within the plan, a desire for a greater connection to the river was a common theme. The plan takes this to heart and combines it with a desire to retain aspects that make Boones Ferry Park special today, including its quiet greenness, relaxed atmosphere, and connection to the historic past.

The theme for this Public Art Project is “*The Essence of the River.*” The Willamette River flows from west to east through town and was historically the site of a ferry and sternwheeler landing.

**Desired Outcomes**

It is desired that the artwork(s) celebrates and pulls inspiration from the river and surrounding natural areas in the park. The artwork(s) should be site-specific and engaging for users of all ages, backgrounds,

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and abilities. Universal design can be thought of as an intersection of inclusivity, accessibility, and usability for community members regardless of age, disability, or other factors.

The awarded artist/ team should display a strong portfolio of engaging, complex, and interactive public art projects depicting experience and effectiveness working with a variety of stakeholders to receive and implement feedback. The project awardee should be capable of managing their fabrication and installation, while coordinating and communicating effectively with City Staff.

### **About the City**

Located at the southernmost end of the Portland metropolitan area, Wilsonville is the gateway to the Willamette Valley. Once a small farming community, Wilsonville is now a thriving city of more than 26,000 residents who enjoy the small-town charms of ‘country living’ just 17 miles from downtown Portland.

### **Total Budget**

This is an all-inclusive budget, not to exceed \$100,000. The selected artist/ team are responsible for their own items, as well as fabrication and installation beginning to end. This may include, but is not limited to travel, costs associated with the design such as engineering approvals, materials, fabrication, delivery, site preparations, physical installation, and liability insurance.

### **Site Information**

The Boones Ferry Park Site was an important stop on what was a busy thoroughfare around the turn of the 20<sup>th</sup> century. With the development of highways and freeways, like Interstate 5 in the 1950’s, it changed from a stop along the road to the end of the road—a quiet and somewhat forgotten place left to be rediscovered by local residents, dogwalkers, and those seeking access to the river for fishing, paddling, or a break from the normal routine of life.

The park today has several distinct areas with their own special characteristics. South of Tauchman Street, which borders a portion of the park’s northern side is an expansive lawn sloping gently down to a wall of trees that occupy the steep bank next to the Willamette River. A natural wooded area divides the old and new sections of the park and pulls the wildness of the river bank up and through the park and into the adjacent neighborhood to the north.

A new playground was completed in 2024 with river-inspired elements aligning with the Boones Ferry Master Plan, such as a blue winding ‘river’ throughout the turf, depictions of local wildlife, and signage depicting historic events. The playground emphasizes universal design, which gives community members of all abilities from across Wilsonville and the region a place to play, explore, and grow. The new playground replaced the former one which was 26 years old.

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In addition to the new playground are new restrooms and new landscaping. New parking and a new walking path will be installed in the parallel progression of park improvements.

More information about the park and its amenities can be found online at [www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park](http://www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park)

**Site Details (Images, measurements, etc.)**

There are three (3) Zones or location options for Public Art at this site. Artist(s) may choose to create either separate works for multiple locations; OR choose to only focus entirely on one of the zones. The project budget of \$100,000 awarded to the selected artist/ team does not change based on if an Artist is installing works at one or multiple zones.

Each zone can accommodate approximately a 10-ft x 10-ft (or 10-ft in diameter) base, and a height limit of 18-feet. Please note that the exact locations of outlines are approximate, and the selected artist/ team will have some flexibility on exact placement.

Oregon has shorter Autumn and Winter days. Artists/teams are encouraged to incorporate a lighting plan for their finished work(s) as a system for viewer enjoyment and vandalism deterrent. The City may consider moving electrical access to any of the identified zones for the awardee(s). If the artist/team chooses not to include their own lighting system, the City may add uplighting at their determination.

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## Zone 1

Description: This zone is the most visible of the zones upon entering the park. It is off the main pathway past the restrooms and on the way to the playground. Artists should expect interaction with the work, especially by children, due to its close proximity to the playground. While the area is sloped, grading can be done by The City. Please note there are future plans to adjust and shift the pathway behind the zone, so there will not be a walkway coming up directly to the 'back' of the zone.





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## Zone 2

Description: This zone is in a large circular 'planter' like space that has future plans for landscaping. Landscaping on the top half of the circle will be taller and larger, in order to create a barrier between the rentable Tauchman House (below) and the Playground (above). Landscaping on lower half of circle and in the center is flexible based on artwork specification.





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### Zone 3

Description: This zone is off the pathway on the lower half of the park which runs parallel to viewpoints of the river. It is on the side of a very large, open grass area. Artists should note the City will plan to excavate the existing concrete shown. A new concrete pad and/or footings suitable for public art would be necessary.



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## Aerial View



**\*\*Drone footage video showing entire park and proximity to the river can be viewed [HERE](#).**

### Submittal Instructions

Artists/Artist teams replying to this Request for Qualifications (RFQ) are required to submit the following to be used in the evaluation process:

1. Letter of Interest
  - Include header with full contact information (name, address, phone, email, and online portfolio)
  - Identify which Zone you are most interested in, or if you would like to do multiple Zones
  - Share what interests you about this opportunity
  - Briefly describe your methodology and approach to public art works and design
2. Artist Bio
3. Past Work Samples – (5 – 7 images)
  - Visual representations of successfully installed and/or final round renderings of past public art pieces
  - Multiple photos of the same site should be bundled as 1 .pdf file and submitted as one example
  - Please label each image file Artist's Last Name\_Artwork Title\_number of image (I.e Valentine\_Title\_1.pdf, Valentine\_Title\_2.pdf, etc.)
4. Image List - A separate document including the following details for Image:



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- Artwork Title
  - Year Completed
  - Materials
  - Dimensions
  - Budget/Cost
  - Additional Comments (Not to exceed 200 words per entry)

Incomplete submissions will not be accepted.

Submit your application directly through the **Call For Entry (CaFE) portal** at: [www.callforentry.org](http://www.callforentry.org)

Key words **“Essence of the River, Boones Ferry Park, Wilsonville, OR”**

There is no fee to establish a CaFE profile, nor to apply for this opportunity.

Artists/teams are encouraged to apply early so CaFE staff and Wilsonville City staff can support any technical issues. Artists/teams who miss the deadline will not have an opportunity for late submission.

### **Selection Process**

#### **Stage One: RFQ Process**

A team consisting of City Staff, Public Art Experts, and 1-2 members from the ACHC will review and score the initial RFQ submissions. This phase of review will be based on a variety of factors, including previous body of work/design aesthetic and relevant experience with large-scale public art projects. Other contributing considerations will be the narrative responses to what interests [you] about the project and explanation of methodology. The team will also have an opportunity for discussion.

Through the review process, the top 6 – 12 RFQ submissions will be selected to advance onto Stage Two: Selection Panel Review.

#### **Stage Two: Selection Panel Review**

The top RFQ's will then be forwarded onto the Selection Panel which consists of the 9 member Arts, Culture and Heritage Commission (ACHC) and additional relevant project stakeholders.

The Selection Panel will independently score each RFQ based on a variety of factors, including previous body of work/design aesthetic and relevant experience with large-scale public art projects. Other contributing considerations will be the narrative responses to what interests [you] about the project and explanation of methodology. The team will also have an opportunity for discussion.



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The top three (3) artists or artist teams will then be selected to advance and engage in a Request for Proposals (RFP) process.

### **Stage Three: Request for Proposals (RFP)/Finalist Phase**

Up to three (3) artists/ teams will be provided with a \$1,500 design stipend. Artists may invoice for ½ deposit prior to developing designs and prior to a scheduled site visit for this phase. Remainder to be paid on successful submission of completed Proposal as outlined.

The mid-May 2025 site visit will be two parts. Part one will include a walk through the Boones Ferry Park grounds, description of soil and erosion conditions, and staff onsite to answer specific questions. Part two, held after the staff walk, is an invitation for the community to meet and greet.

Please consider that light site prep such as removal of soil, removal of landscaping, grading, etc. can be accomplished by the City's Parks Maintenance Staff. However, the awarded Artist/Team to advance to Contract will be responsible for management and direction over necessary concrete pad(s)/footings. The City may be able to award additional funds to contribute to installation infrastructure such as concrete pad(s)/footings, dependent on City budget allocations which would be discussed with finalists during the RFP phase.

Artists will be expected to submit the following as part of their RFP Package Materials:

1. **Description of Concept, including:**
  - Inspiration behind the design such as: imagery, narrative, symbols, and colors
  - If applicable to your design, research process specific to this site and community
  - Summary of proposed project materials, longevity, maintenance
2. **A to-scale design concept for the Zone(s) you are applying for**, including any necessary footings and/or concrete pad(s)
3. **Competitive Budget** itemizing the cost of labor and materials, and lodging if applicable. Reminder: This project is an all-inclusive budget whether applying for one or multiple Zones.
4. **Timeline**, with breakouts for fabrication, site prep, installation, and clean-up. Installation should take place between October 2025 to October 2026.
5. **Any special requests of the City**. Examples may include access to power and water, restrooms, on-site storage, etc.
6. **Confirmation to provide a maintenance and color palette packet** upon project completion.
7. **Invoice** addressed to City of Wilsonville, attn: Erika Valentine, Admin Building, 29600 SW Park Place, Wilsonville, OR 97070 in the amount of \$750 as ½ deposit for RFP Stipend on "Boones Ferry Public Art RFP Phase". Invoice to include Artist's full contact information (name, business name, mailing address, phone number, email).

The design concept proposals, once submitted, will become publicly available and eligible for community commentary during regular ACHC meeting(s). The Selection Panel may take feedback into consideration when reviewing. After reviewing design proposals, the Selection Panel will determine the final artist/team and design to advance onto contract.

**Stage Four: Contract, Fabrication, and Install**

The Artist/Team selected for Contract will be awarded on the most favorable RFP, caliber of past works, dynamic design concept, and explanation of inspiration, timeline, budget, and materials. Their completed Proposal will be included as a Contract Attachment. There may also be Panel feedback and requests for design changes.

Once officially on contract, they will be required to provide approved engineering designs to be reviewed by City's Public Works and/or Engineering Departments to ensure the concept has accurately calculated wind load, seismic safety standards, and balance given the public nature. City staff will assist through this process and absorb City permitting review fees as needed. However, Artists should budget for their own Oregon-licensed engineers to draft and review their design schematics and provide stamped drawings prior to City reviews.

Upon completion, the selected artist/artist team will also need to supply a maintenance and conservation report to City staff.

**Timeline (subject to change)**

RFQ Issued	<b>December 13, 2024</b>
Questions Deadline	<b>January 22, 2025</b>
Application Deadline	<b>February 12, 2025 at 2:00pm</b>
Initial Evaluation Team Review (Stage One)	<b>Late February 2025 (date TBD)</b>
Notice to Artists regarding being forwarded onto Selection Panel (Stage Two)	<b>Mid-March 2025 (date TBD)</b>
First Selection Panel Review Meeting (Stage Two)	<b>April 16, 2025</b>
Notice to Artists advancing to RFP Stage (Stage Three)	<b>End of April 2025</b>
Finalists' Site Visit	<b>Mid-May 2025 (date TBD)</b>
Finalist RFP/Design Concepts due	<b>August 20, 2025</b>
Final Selection Panel Meeting (stage Three)	<b>September 17, 2025</b>
Notice of Project Award – contracting, engineering, fabrication, site prep, install, etc.	<b>October 2025</b> *Project must be completed by end of October 2026

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## TERMS

### *City of Wilsonville Artwork(s) for Boones Ferry Park – The Essence of the River (RFQ)*

The undersigned artist (“Artist”) has responded to the Request for Qualifications for the City of Wilsonville Artwork(s) for Boones Ferry Park – The Essence of the River (the “RFQ”). By signing and submitting its response materials (“Artist’s Work”) to the City of Wilsonville (the “City”), Artist certifies and agrees as follows:

1. Artist’s Work is Artist’s own work, and does not include any components (e.g., design elements, images, or parts) that have been created by another person (i.e., the Artist’s Work has not been plagiarized, or duplicated without modification).
2. Artist’s Work does not contain any material misrepresentations (i.e., false or misleading statements of fact).
3. If invited to advance and submit a Proposal (RFP) to the City, the City will pay Artist a \$1,500 stipend (the “Stipend”). Artist understands that Stipend may be deemed taxable income to Artist, and that Artist may owe taxes in connection with Artist’s receipt of the Stipend; further, the City is not responsible or liable for any such taxes. Artist further understands that Artist is not entitled to any additional payments, or reimbursement of any costs and expenses, in connection with Artist’s Detailed Proposal beyond the Stipend. Artist understands there is no stipend attached to responding to the RFQ.