



Reno-Tahoe Airport Authority (RTAA) Public Art Selection Process

The RTAA commissions new, site-specific public works of art by using a minimum of one percent of design and construction costs for capital improvement projects in public spaces from RTAA funds.

1. A Call for Artists may be an RFQ (Request for Qualifications) or RFP (Request for Proposals).
2. The RTAA Arts in the Airport program typically distributes an RFQ as the first phase of selecting qualified artist(s) for a project. This is a two-part application process.
 - a. **Part 1:** Artists register through NGEM, the Nevada Government eMarketplace - www.nevada.ionwave.net/Login.aspx
 - i. An instructional video can be found [here](#).
 - b. **Part 2:** Artists apply on CaFÉ - www.callforentry.org
 - i. Upload requirements include materials listed in the RFQ such as portfolio images, CV/resume, artist statement, and letter of interest, for RTAA review.
3. Submissions are received and evaluated by the RTAA Art Project Team for meeting minimum qualifications.
4. The airport Art Advisory Committee (AAC) reviews qualified entries and selects a shortlist of semifinalists to participate in the RFP (Request for Proposals) phase of the project.
 - a. The semifinalists develop and present site-specific proposals which include sketches, models, etc.
5. The AAC chooses a finalist proposal and an alternate.
6. The selected proposal is presented to the RTAA Board of Trustees for approval.
7. Once the Trustees approve the recommendation, a contract is developed for the selected artist.

The following are minimum qualification standards the RTAA uses to consider an artist for a Request for Qualifications or Request for Proposal:

1. **Artistic Excellence:** Works of art in the artist's portfolio are original, innovative, of exceptional quality and enduring value.
2. **Relevant Prior Experience:** The artist has created projects of a similar scale and budget and has experience coordinating with multiple stakeholders.
3. **Appropriateness to Site and Project:** Works of art in the portfolio indicate that the artist is likely to be sensitive to the social, economic, cultural, historical, and physical context of the site, either existing or planned.
4. **Low Maintenance & Durability:** Works of art in the artist's portfolio utilize materials and processes likely to contribute to the longevity of public works of art, especially for projects that will be located outdoors, or is willing to adopt such practices by collaborating with a partner with relevant specialized expertise.