

## CALL FOR STEERING COMMITTEE MEMBERS

### Public Art at Milwaukie Station



Image: Architectural Rendering of front seating area from West-facing view

Local arts advocates, Raziah Roushan, Inc. (RRI) and Henry Point Development (HPD), are seeking 4-6 Milwaukie, Oregon-based residents and/or business representatives to participate in the Public Art Steering Committee for the new “Milwaukie Station Art” located at 10722 SE Main Street, Milwaukie, OR 97222 (previously City Hall and Fire Department building). The project will include four designated art installation zones, both indoor and outdoor.

Individuals will be selected from an application process to ensure a diverse mix of representation and life experiences. Deadline to apply is **5:00pm on July 22, 2024**

#### **ABOUT HENRY POINT DEVELOPMENT AND “MILWAUKIE STATION”**

Henry Point Development (HPD), a Portland-based developer has a unique way of breathing new life into the region’s aging commercial structures. HPD works diligently to maintain the original character of each property while ensuring the amenities surpass the needs of contemporary food and retail tenants. When looking across HDP’s portfolio, they have prioritized including site-specific and unique art at each endeavor. The Milwaukie Station is their current undertaking after completing the news-worthy redevelopment of a 1950’s bank building in Downtown Hillsboro, “Main Street Commons”, which also houses multiple eateries and showcases exterior art by contemporary PNW Female Artists.

#### **RESPONSIBILITIES TO BE PERFORMED BY THE STEERING COMMITTEE**

1. Maintain open communication with Public Art Consultant, Raziah Roushan.
2. Attend each meeting and participate in conversations drawing from experiences and/or group synergy.

3. Provide meaningful input to confirm the RFQ and RFP Scope, including what eligible mediums per each zone, budgets per zone, and theme(s).
4. Assist in promoting the RFQ to your network of artist and creatives.
5. Review artist submissions in each phase in a timely manner to determine which artists to award to which zones within the Project.
6. Participate in an unveiling event in collaboration with the building’s commercial tenants, estimated for April 2025.

**COMPENSATION AND ELIGIBILITY**

This is a volunteer opportunity for ages 16+ and of all abilities.

**TIMELINE AND MEETING DATES**

Meetings may be held both in-person and/or virtually (via Zoom). In-person meetings will be held at the project site 10722 SE Main Street, Milwaukie, OR 97222. Digital calendar invites will be shared with Members in advance.

July 25, 2024	Performed by RRI via email and call	Confirm 4-6 members for the Steering Committee
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**PHASE 1: RFQ Development and Promotion**

July 29, 2024	5:30-700pm In-person on site	Informative site walk meeting with Henry Point Development and Raziah Roushan, Consultant
Aug. 5, 2024	5:30-700pm Via Zoom	Craft RFQ: Scope, Theme, Budgets per Zone, etc.
Aug. 12, 2024	Performed by RRI and Members	Publish RFQ via CaFE and across networks
Sep. 13, 2024	Receive via CaFE Performed by RRI	Deadline for RFQ Submissions. Report by RRI to Steering Committee.
Sep. 16, 2024	5:30-700pm Via Zoom	Review Training and instructions on how to score within CaFE system
Sep. 30, 2024		Deadline for Steering Committee RFQ Reviews to be completed
Oct. 7, 2024	5:00-7:00pm In-person	RFQ Deliberations, determine 3-5 artists per zone to advance to RFP stage

**PHASE 2: RFP**

Oct. 14, 2024	Performed by RRI	Notify Artists who will proceed into RFP Phase
Nov. 4, 2024	Receive via CaFE	Deadline for RFP Submissions. Report by RRI to Steering Committee, and begin Reviewing.
Nov. 18, 2024		Steering Committee RFP Reviews completed

Nov. 21, 2024	3:30-5:30pm In-person	RFP Deliberations, determine artists per zone to advance to Contract. RRI to notify artists following Deliberations.
Dec. 1, 2024	Performed by RRI	Secure Artists on contract under HPD.
Jan. 1-31, 2025	RRI to oversee	Artwork installation window
April 2025	Date/Time TBD	Unveiling ceremony in concert with commercial tenants' opening

*Dates subject to change per construction or Committee Member's availability. Additional meetings and correspondence as needed.*

Please submit your application to participate at <https://forms.gle/qt5oNstAw5mkUr859> for consideration.

**For questions, please contact Raziah Roushan at 760-518-8578 or [contact@raziahoushan.com](mailto:contact@raziahoushan.com).**