

CALL TO ARTISTS - REQUEST FOR PROPOSALS

MSU STUDENT MEMORIAL PUBLIC ART INSTALLATION MONTANA STATE UNIVERSITY

Bozeman, Montana



Campus Planning, Design & Construction

Montana State University

Physical Plant – 6th Avenue & Grant Street

PO Box 172760

Bozeman, MT 59717-2760

October 2025

I. PROJECT SUMMARY

Montana State University (MSU) wishes to commission a student or professional artist to create an original, interactive exterior art installment commemorating students who have died during their time at MSU. The installment should create a meaningful bridge between the living and those who have passed. The art should hold space for both honoring loss while celebrating and uplifting the love and memories that remain. The art should invite reflection, engagement, and a sense of lasting connection.

II. PROJECT BACKGROUND

The Student Memorial is an outdoor gathering space located between the west end of Centennial Mall and the Duck Pond dedicated to commemorating students that have died while attending MSU. The Memorial was originally constructed in 1990 and was updated in 2022 which reflects the student body's desire to create an open and visible memorial space. The Memorial lists the name of each student that has died during their time at MSU since 1990.

III. PROJECT LOCATION

Please reference Attachment A, following page 4.

IV. SELECTION PROCESS

The selection of art will be reviewed by a 6-member committee composed of the university architect, planning manager, 2 members of the Public Art and Artifacts Committee appointed by the committee, 1 Student Memorial Committee member, and 1 student representative.

The selected artist will be required to meet with representatives of the Student Memorial Committee and the Associated Students of Montana State University (ASMSU) to present their installation concept and incorporate committee feedback into the final design.

V. BUDGET

The maximum public art budget for the Student Memorial public art installation is \$20,000.

The Selection Committee through their selection of an artist(s) or artist team for the design, creation, and installation of art procured through this solicitation shall determine how the budget will be utilized, with any remainder being returned to the project art budget.

VI. TIMELINE

September 1 st , 2026	Call for Artists (RFP) Posted
October 16 th , 2026	Artist Proposals Due
November 23 rd , 2026	Anticipated Selection/Notice to Artists
May 10 th – Aug 13 th , 2027	Installation Period

VII. APPLICATION PROCESS

ART PROPOSAL

Proposal that summarizes the artwork, creation process and timeline, and installation process and timeline, including any specialized installation requirements shall be provided. Please submit as a PDF file.

BUDGET PROPOSAL

Detailed cost of the proposed piece, including installation costs, equipment rental, and travel costs if necessary. Please submit as a PDF file.

ARTIST STATEMENT

Statement that addresses the artist's interest in creating art for the Student Memorial, including the relevance and significance of the proposed work to the community. Limit statement to no more than 1,500 words. Please submit as a PDF file.

RESUME

Resume that includes contact information, formal and informal education, exhibitions, inclusion in public and private collections, awards, and/or other information attesting to the artistic quality of the artist. Please submit as a PDF file.

ARTIST DOCUMENTATION

Up to 10 digital images of recent work to provide an overview of the artist's work for the selection committee. No more than 10 total images may be submitted.

Digital images must be:

1. a JPG file.
2. High resolution digital images (no less than 300 dpi and no more than 600 dpi sized to approximately 5"x7")
3. Labeled with applicant's last name, first name, and image number, e.g., DoeJane1.jpg, DoeJane2.jpg (If you have detail images, keep them in sequence with image of complete work.)

Image detail list:

A corresponding and consecutively numbered list submitted as a PDF file containing the following information for each documentation image:

1. Number of image (e.g. DoeJane1.jpg)
2. Title of work
3. Medium
4. Dimensions
5. Date of completion
6. Cost of Design and Installation: It will be assumed that the inclusion of a purchase price means that the work is available and proposed for sale. If the work is provided as a representative sample and not available for purchase, mark as NFS and do not include price.

VIII. CONSIDERATIONS FOR YOUR ARTWORK

- Art reflects the intentions stated for the installation (Section I).
- Art is appropriate for the scale, fit, and experience of each space as defined in Attachment A.
- Art should promote the MSU Public Art and Artifacts Policy's Mission and Intent
 - The proposed art enriches the educational experience for the MSU community.
 - The proposed art is of a subject matter or provides a message of interest for installation on campus.
 - The proposed art is not out of compliance with any relevant laws.
- Quality and Presentation
 - The quality of art refers to the overall accomplishment in the art form and content, and the quality of craftsmanship. Art with its own merit may not be acceptable if they are in contrast with the general aesthetic atmosphere and character of the University.
 - The art must be constructed in a manner that ensures intended longevity. The making of the art should include the use of correct technical processes and materials which have sufficient permanence.
 - Works of art must be presented in a professional manner and demonstrate proficient and practiced art techniques.
 - Works of art must be designed and constructed of durable and appropriate materials.
 - The portfolio of art is of appropriate quality of materials/medium for installation on campus.

IX. Submission Deadline and Details

- Please submit all application process items to the following OneDrive link: [Student Memorial Art Submission](#)

- You may contact Sarah Knoebl, Campus Planner, with any questions regarding this RFP at the following email (sarah.knoebl@montana.edu) or by calling (406)-994-5455
- **All submissions must be received by 5pm MDT on October 16th, 2026** Submissions received after this deadline will not be reviewed.

ATTACHMENT A: STUDENT MEMORIAL PUBLIC ART

TECHNICAL NOTES

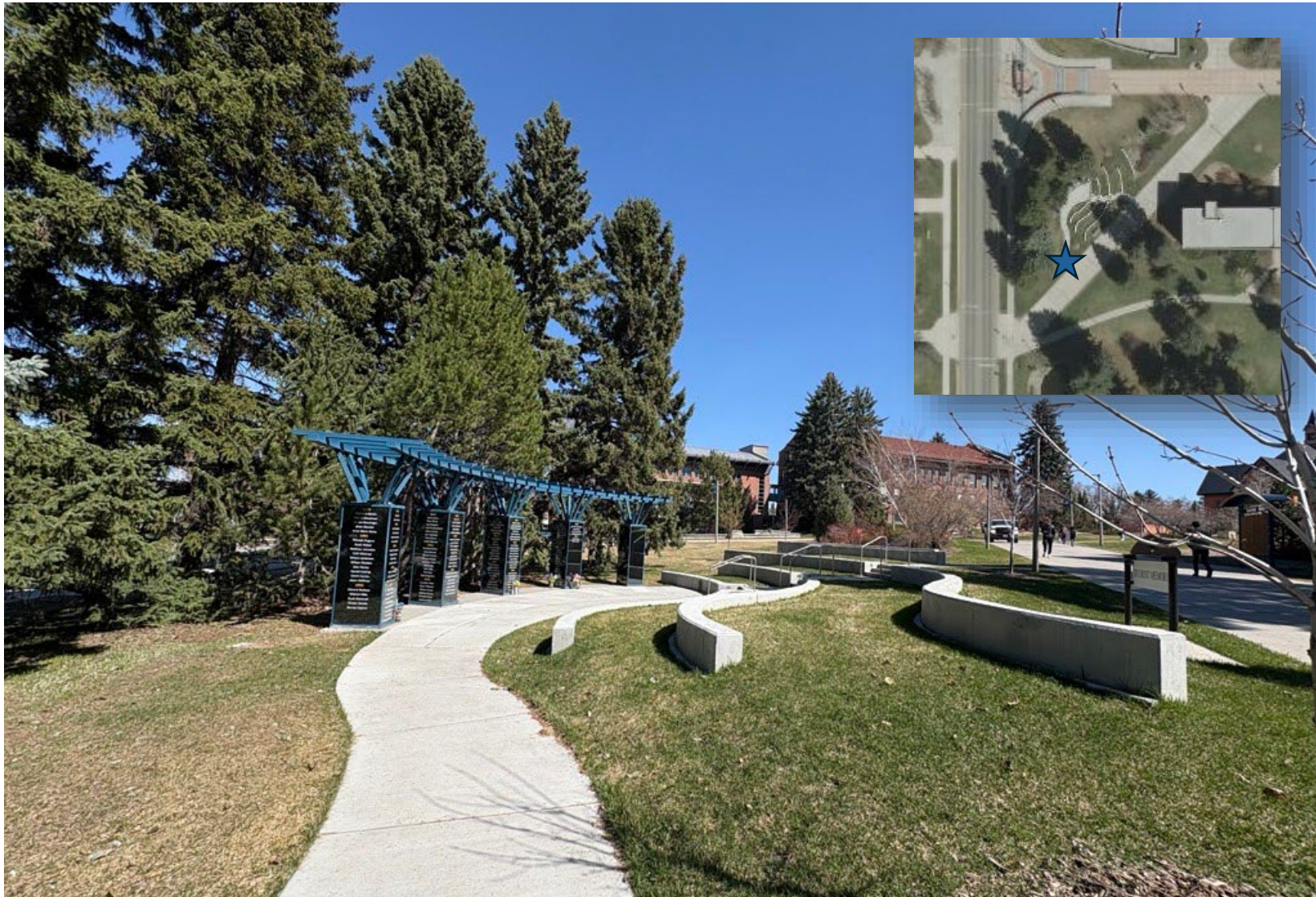
- The proposed public art must be constructed with materials appropriate to withstand permanent outdoor placement.
- Artists are welcome to propose any location within the project site shown in the Student Memorial Site Plan on Page 6 of Attachment A. The area highlighted in purple has been vetted to avoid underground utilities and irrigation, and proposals for this location will receive stronger consideration by the selection committee.

Public Art Project Site – Student Memorial

The Student Memorial is located on the MSU campus east of 11th Avenue between west end of Centennial Mall and the Duck Pond.



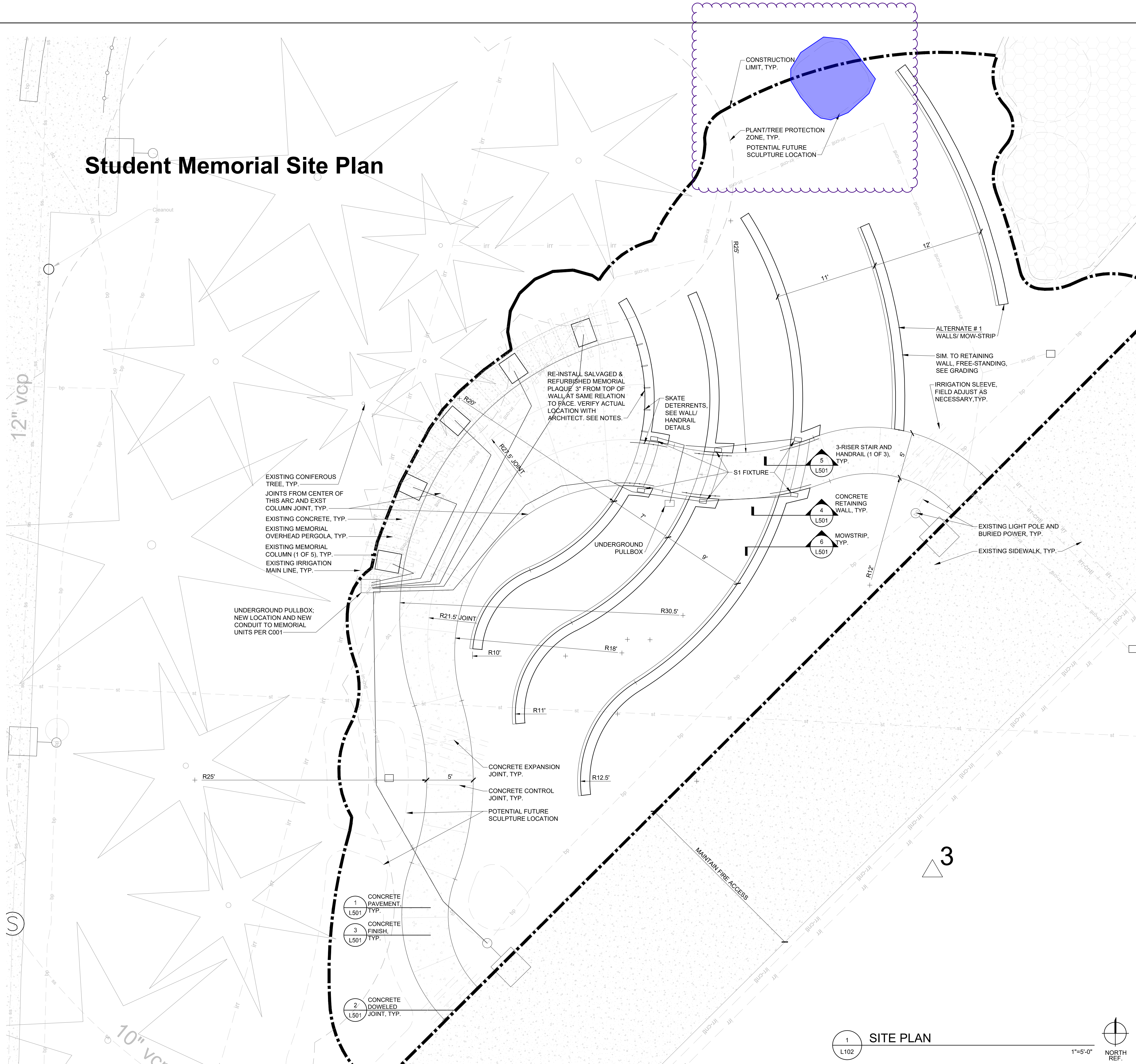
Public Art Project Site – Student Memorial Pedestrian view approaching from southwest.



Public Art Project Site – Student Memorial Pedestrian view approaching from the northeast.



Student Memorial Site Plan



SITE PLAN LEGEND

- CONCRETE PAVEMENT (NO COLOR)
- CONCRETE EXPANSION (ISOLATION) JOINT
- CONCRETE CONTROL (CONTRACTION) JOINT
- RETAINING WALL, SEE DETAIL
- CONCRETE MOWSTRIP, SEE DETAIL

SITE PLAN NOTES

- A. SEE GENERAL NOTES FOR ADDITIONAL INFORMATION, L001.
- B. DIMENSIONS ARE FROM BACK OF CURB AND FACE OF WALL VENEER.
- C. DIMENSION UNITS ARE 1 FOOT (1), AND ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
- D. COORDINATE SLEEVES (IRRIGATION, ELECTRICAL, ETC.) PRIOR TO PAVEMENT AND WALL INSTALLATION.
- E. IMMEDIATELY UPON SALVAGING PLAQUE, REMOVE DEBRIS FROM PLAQUE AND RETURN PLAQUE TO OWNER FOR OWNER TO REFURBISH. COORDINATE WITH OWNER REFURBISHING SCHEDULE AND MAKE ANY REQUIRED PROVISIONS TO INSTALL AFTER WALL CONSTRUCTION, IF PLAQUE IS DELAYED.

CONTRACTOR AND ALL SUBCONTRACTORS TO FIELD VERIFY ALL UTILITIES

BASEBID

- A. INCLUDES ALL IMPROVEMENTS SHOWN (SIX RETAINING WALLS AND ASSOCIATED MOW-STRIP, STAIRS/HANDRAILS, CONCRETE PAVEMENT, PLAQUE RE-INSTALL), EXCEPT NOTED UNDER ALTERNATE #1.

ALTERNATE #1

- A. ADD TWO (2) FREE-STANDING/ RETAINING WALLS AND ASSOCIATED MOW-STRIP.



MSU-CPDC

MONTANA STATE UNIVERSITY
BOZEMAN, MONTANA
PHONE: 406.994.5413

STUDENT MEMORIAL
MONTANA STATE UNIVERSITY

RECORD DOCUMENTS

Cushing Terrell

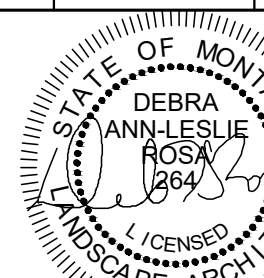
cushingterrell.com
800.757.9522

DRAWN BY: D. ROSA

REVIEWED BY: D. ROSA

REV. DESCRIPTION DATE

REV.	DESCRIPTION	DATE



PPA# 18-2018

A/E#

Consultant #:

SHEET TITLE

SITE PLAN

SHEET

L102

DATE

01.23.2021