

## 1 Mission

It is the mission of the Fine Arts Program to provide national leadership and policy direction for the portfolio of fine arts assets under GSA's stewardship [the Fine Arts Collection] to insure their location, preservation, accessibility, understanding, and appreciation, in order to insure superior workplaces for federal agencies and they public they serve. We are located in the Design Excellence & the Arts Division (PMB), Office of the Chief Architect.

### Vision

By preserving the legacy of federal art and the built environment, the Fine Arts Program inspires a future of creative freedom and expression in our American democracy.

- The **Fine Arts Collection** includes commissioned civic works of art that enhance the architecture of federal buildings; portable works of art commissioned under the federal patronage of the New Deal; and Art in Architecture (AiA) maquettes (design models).
- The **Regional Fine Arts Officer (RFAO)** should be notified of any project that will impact artwork in the Fine Arts Collection, including Art in Architecture installations. See attached list for names, addresses, and telephone numbers of RFAOs.
- The **Fine Arts Program *Desk Guide*** contains policy and guidance for the acceptance and disposal of fine art. The Desk Guide also provides procedures for the inventory, inspection, conservation, and loan of artwork; for exhibition, interpretation and educational programs; for emergency planning; and for the removal, relocation and deaccessioning of artwork in the Fine Arts Collection. The *Desk Guide* should be consulted for acquisition and relocation of artwork. The *Desk Guide* is available on the Fine Arts WEB site at [www.gsa.gov/finearts](http://www.gsa.gov/finearts).

- Since 1997, the Fine Arts Program has managed and funded an active and successful conservation program through the National Conservation Contract. Over 500 works of art have been conserved and the backlog of artwork requiring conservation has been eliminated. However, lack of maintenance and/or inappropriate installation of artwork remain a significant problem.

## 2

### Legal Authorities & References

- The Federal Managers Financial Integrity Act (31 U.S.C. §3512), as implemented by OMB Circ. No. A-123, establishes procedures for internal financial and managerial accountability and control.
- Visual Artists Rights Act of 1990, Section 106A, U.S. Code Annotated, Title 17, Copyrights, PL101-650 provides “moral rights” to artists creating works of visual art after June 1, 1991. These rights are chiefly the rights of attribution and integrity. They provide that all artists have rights controlling the use of their name in relation to their work, the right to prevent any modification of their work that would be prejudicial to their reputation, and the right to prevent the destruction of their work if it is of recognized stature. These rights are vested with the artist throughout their entire lifetime, and may prohibit removal, modification, or destruction of artwork.

## 3

### Cyclic Maintenance

Note: Taken from Chapter 6.4 of the Fine Arts Program *Desk Guide*:

Cyclic maintenance is the periodic and routine maintenance of cultural property to insure its preservation. Cyclic maintenance instructions are required as part of all Art in Architecture contracts and all Fine Arts conservation contracts. The implementation of cyclic maintenance will eventually reduce conservation costs. A copy of the cyclic maintenance instructions must be maintained in:

- property manager’s office,
- regional office,
- and central office archives.

**All cyclic maintenance instructions must be sent to the central office archives and entered in the Fine Arts & Art in Architecture databases.**

Cyclic maintenance instructions for specific works of art should be developed jointly by a professional fine arts conservator, the artist and/or fabricator, and GSA property management at the completion of installation or conservation treatment. Videos documenting installation and care and maintenance are encouraged.

Cyclic maintenance instructions must be entered into the cyclic maintenance memo field of the Fine Arts and Art in Architecture databases. A cyclic maintenance report for each building must be printed from the databases and used as a cover report for art inspection forms for that building. This insures the annual distribution of cyclic maintenance instructions to building managers.

### *Funding*

Each field office is responsible for funding cyclic maintenance.

### *Who Performs Cyclic Maintenance?*

For Art in Architecture commissions, artists are required to submit cyclic maintenance instructions at the time of installation or before contract completion. Cyclic maintenance instructions should be reviewed by, or developed in conjunction with, a fine arts conservator to insure that they offer the best techniques possible. Conservator Peers should review cyclic maintenance instructions as part of the commissioning process. In addition, a professional fine arts conservator may be available through the national conservation contract. Requests should be made to the RFAO.

- Basic cyclic maintenance may be performed by property managers after receiving adequate training from the artist and/or conservator.
- Many cyclic maintenance services require a professional fine arts conservator and may be available through the national conservation contract. Requests should be made to the RFAO.

### *Training*

Training in the application of cyclic maintenance instructions should be provided to field office personnel by the fine arts conservator and/or artist at the time of installation of new works of art or completion of conservation treatment. Partnership opportunities with local conservation organizations should also be considered for training and maintenance. See Appendix A of the Fine Arts Program *Desk Guide* for a list of professional organizations.

## New Initiatives

- Conservators are now part of GSA's National Registry of Peer Professionals and included as part of the Peer Review process for Art in Architecture commissions and Fine Arts relocations and reinstallations. The responsible GSA property manager/maintenance worker should also be included in the acquisition/installation process to avoid future problems and insure future care of artwork.
- In-house educational program should be developed, including videotapes of artwork installations.
- Maintenance should be performed at the local level in a cost effective manner. Regions should identify local conservators or partner with local museums or university art departments to perform future cyclic maintenance. Cost analysis for future work should be performed in order to budget for necessary funds.

## Further Information

### GSA Design Excellence & the Arts

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### Regional Fine Arts Officers

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Story Swett, 10PT, 253-931-7332

Tom McDowell, WPT, 202-208-6812

### Suppliers & Contacts

#### Lighting – UV Bulbs and Filters

Light Impressions

1-800-828-6216

[www.lightimpressionsdirect.com](http://www.lightimpressionsdirect.com)

#### Window Filters

3M Company

1-888-364-3577

[www.3M.com](http://www.3M.com)

#### Local Conservators

- American Institute for Conservation of Historic & Artistic Works (AIC)

1-202-452-9545

[www.aic.stanford.edu](http://www.aic.stanford.edu)

- Regional Alliance for Preservation (RAP)

[www.rap-arcc.org](http://www.rap-arcc.org)