

ART SELECTION PROCESS FOR CITY CAPITAL PROJECTS

[Adopted by City Council March 1, 2010]

OVERVIEW

Members of the Arts and Cultural Affairs Commission (ACAC) – from which the Urban Arts Subcommittee (UAS) is selected – are appointed by the City Council. The City Council entrusts ACAC to advise them on policies affecting the arts and cultural life of the City, its residents, artists, and the organizations that provide arts services to the City.

This scenario utilizes the expertise of the UAS and ACAC to select and approve the artist and artwork. The role of the City Council is to review and confirm that the selection process was implemented in conformance with the City-Council approved Public Art Guidelines.

PUBLIC ART ADMINISTRATIVE GUIDELINES

1. **Public Art Consultant Selection:** The Arts and Cultural Affairs Commission will evaluate and recommend a public art consultant based on a request for qualifications or proposal or by selection from a list of pre-qualified candidates.
2. **Public Art Consultant Approval:** *City Council to approve selection of public art consultant to be contracted by the City.*
3. **Scope of Project:** The Public Art Consultant will work with staff, the Urban Art Subcommittee of the Arts and Cultural Affairs Commission, the project design/architect team and other community stakeholders as appropriate to recommend the goals, parameters, location considerations and the use of a single finalist or a group of semi-finalists (as described below in 5.A. or 5.B.) for advancing the public art component of the capital project and forward such recommendations to City Council.
4. **Scope of Project Approval:** *Goals, parameters, location considerations and recommended process as to the use of a single finalist or a group of semi-finalists to be reviewed and approved by City Council.*
5. **Artist Selection:** The Urban Art Subcommittee in consultation with the public art consultant and design/architect team will review artists qualifications, conduct interviews as needed, and select a single finalist OR a group of semi-finalists.
 - A. **If Selecting a Single Finalist**
One artist is selected on the basis of qualifications and conducts the design phase as part of the contract agreement with the City. This is generally the preferred method for consideration when the project is in an

early stage of development and the City architect and artist can work in concert to integrate the art into the project.

- 1) ACAC will review and approve recommended artist.
- 2) **Single Finalist Approval: *City Council to approve artist recommendations and any necessary contractual documents.***
- 3) ACAC will approve artwork after contract is signed and artwork design is in progress.
- 4) **Final Approval: *City Council to ratify selection process used.***

OR

B. If Selecting a Group of Semi-Finalists

Two or more artists are selected on the basis of qualifications and receive an honorarium to develop site-specific artwork proposals for panel review.

- 1) UAS will review and rank site-specific artwork proposals.
- 2) UAS will select final artist/artwork.
- 3) ACAC will review recommended artist/artwork.
- 4) ACAC will approve artist/artwork and forward its recommendation to City Council.
- 5) **Artist Approval: *City Council will ratify selection process used and approve any necessary contractual documents.***