

## CALL TO ARTISTS REQUEST FOR PROPOSAL

### CALL TO ARTISTS

Brampton Churchville  
200th Anniversary Commemoration  
Public Art Project

The City of Brampton's Recreation and Culture Division, Arts and Culture, is pleased to invite Canadian artists and artist-led teams to submit proposals for the Churchville 200th Anniversary Sculpture.

**Budget:** \$30,000.00 CAD (maximum all-inclusive)  
**Deadline for Submission:** February 26, 2016  
**Installation:** June 2016

The City of Brampton invites artists to address any questions by email to [public.art@brampton.ca](mailto:public.art@brampton.ca) by February 17, 2016.

All questions will be answered and posted by Friday, February 19, 2016 online at <http://www.brampton.ca/publicart>.

*Thank you for your interest and submission to this call for artist.*

## SITE BACKGROUND

Churchville was founded in 1815 by Amaziah Church who died in 1831 and is buried in the Churchville Cemetery. As with many rural hamlets Churchville grew around a mill. In Churchville's case a grain mill was built near present day Steeles Avenue and Creditview Road to harness the force of the Credit River. The mill provided employment opportunities and as a result Churchville became home to many people. At its height, it was home to several churches, a tannery, a slaughterhouse, a school, and several hotels.

Churchville never grew very large. By the late 19th century it was an established rural hamlet. The only real period of expansion came shortly after WWII when new residences were built mainly outside the old village centre.

Churchville was amalgamated with Brampton in 1974 as part of the restructuring of the Region of Peel, and when development began to threaten the small community, the City of Brampton created the Churchville Heritage Conservation District under Part V of the *Ontario Heritage Act*. Churchville remains a unique rural community set in a beautiful naturalized landscape.

## LOCATION OF THE PUBLIC ART PROJECT

The Churchville 200th Anniversary Public Art Project will be located in the Sid Manser Park, 7840 Creditview Rd, Brampton, ON, L6Y 0G5. The Churchville community is a designated Heritage Community under the Ontario Heritage Act.

Applicant artists are encouraged to visit the installation site. If artists cannot visit the site prior to submitting a proposal, they are encouraged to view the site using Google Earth at the link below:

[Click Link](#)

## BRAMPTON PUBLIC ART PROGRAM

Public art plays an integral role in weaving the cultural fabric of a creative city and its streetscape. The specific goals of the Public Art Program are to:

- Build a visually rich environment
- Play a role in attracting creative business and workers
- Provide art opportunities that are freely accessible to all
- Reflect our diverse cultural character and celebrate our living heritage
- Encourage the growth of a culturally informed public

Through the acquisition of public art the City of Brampton provides cultural leadership, guides the evolution of a distinct and vibrant artistic character for the City's public places, and ensures a visual legacy. For reference, please visit [www.brampton.ca/publicart](http://www.brampton.ca/publicart).

## INQUIRIES

All inquiries regarding this Call to Artist must be directed to Gregory Peddie, Public Art Coordinator, Recreation and Culture Division at [public.art@brampton.ca](mailto:public.art@brampton.ca) or call **905.874.5190**.

## ART OPPORTUNITY

The City of Brampton is seeking an artist or an artist-lead team to design, fabricate and install a freestanding sculpture piece evocative of Churchville and its history.

The art piece must be completed and installed on or before mid-June 2016. The timeline is contingent upon the City's project schedule and may change without notice.

This public art project will commemorate the 200th anniversary of the Village of Churchville all the while resonating with the community. The art piece should be sensitive to its rural surroundings and be compatible with the rural characteristics unique to the area.

## POTENTIAL CONSIDERATIONS

- Electrical and water sources at the site are not available.
- Consider site line issues with the park amenities
- Any disruption of the natural heritage and park is to the approval of the Brampton Planning and Infrastructure Services Department.
- Any scope of work requiring structural or geotechnical engineering services may not be beyond the project budget.

## ART MEDIUM

Art medium must be sculptural form and infrastructure. Low impact materials (sourced or found) and fabrication practices are encouraged. Public safety and access to the park must be maintained. Proposed sculpture should take into consideration weather conditions, reliability, life cycle and appropriateness for park users and visitors. This work will be permanently sited and will require signed CSA engineering approval.

## SCULPTURE PREPARATION AND DELIVERY

The artist or artist-lead team will prepare the sculpture offsite, prior to its delivery to the City of Brampton on a date to be specified in June 2016.

## INSTALLATION

The City of Brampton will engage a contractor of its own choosing to undertake the installation of the artwork. The City will assume financial responsibility for the installation and will manage the process.

The artist will be required to meet with the City of Brampton's Public Art Coordinator and contractor representative(s) on one or more occasions to discuss appropriate installation requirements. During the fabrication process the artist must address all structural installation points required by the sculpture to firmly occupy the designated site. The artist will be required to serve as an advisor to the City and contractor during the installation process as part of the work.

## MAINTENANCE

The awarded applicant will be required to conduct an annual assessment of the artwork and report necessary maintenance at an additional expense to the City of up to \$500.00 CAD + HST per year for a five year term.

## SCOPE

The scope of this project may be refined as the process moves forward toward installation. The City of Brampton reserves the right to cancel or amend any of the scopes of work or budgets outlined in this Call.

## AUTHENTICITY

All proposals submitted by applicants must be original artistic work and may not infringe on the copyright of another artist. Unoriginal proposals will result in disqualification.

## TIMELINE

The estimated timeframe for installation is early on or before mid-June 2016.

Upon the award of this project, the successful artist and the City of Brampton will establish a mutually agreeable completion date within the noted timeline above, as part of the contract negotiations.

## SELECTION PROCESS

A Public Art Evaluation Team will review and evaluate all submissions. From these initial proposals, the Evaluation Team will either select an artist based on this first round of application materials, interview short-listed applicants, or seek more detailed proposals. Selection criteria will include but not be limited to:

- The applicant's qualifications and professional experience in fabricating and implementing projects of a similarly large scope; artistic merit as demonstrated in submitted portfolio materials; and
- A proven track record of successful working relationships with governments or government agencies or other broader public sector organizations in the creation of arts projects.

The successful applicant artist will subsequently negotiate a contract and project work schedule with the Recreation and Culture Division's Public Art Coordinator as the City of Brampton's representative.

## PUBLIC ART EVALUATION TEAM

This Evaluation Team is established by and reports to the Recreation and Culture Division, Arts and Culture, to make recommendations on the commissioning of public art work. The composition of the Evaluation Team will consist of core and flexible membership, to give greater representation to artists and the community with regard to the selection of various public art pieces. The core and flexible membership will include:

### Core members:

- Chair of the Public Art Evaluation Team
- City of Brampton department professionals
- Two City staff member of interest

### Flexible members:

- One artist with expertise in the genre of work being juried (appointed by the Brampton Arts and Culture Office)
- One councillor or community member at large from the city ward in which the installation will take place

The role of the Public Art Evaluation Team is to score all public art proposals. Based on their evaluations, the Evaluation Team will make recommendations on artist selection to the Recreation and Culture Division. The Public Art Coordinator will take these recommendations as necessary to the appropriate City Committee for approval.

## Submissions will be evaluated based on the following criteria:

- **Artist profile** – a description of experience and list of similar project in nature (25%)
- **Design Parameters** – Detailed dimensions of the public art installation and concept drawings (45%)
- **Time Frame/Work Plan** – A work plan and schedule including key milestones and timelines (10%)
- **Sample Work Portfolio** – Examples of projects completed that are similar in nature to this call for artists project (15%)
- **Cost** – A description of how this project will stay within the budget parameters outlined on the Bid Sheet (5%)

## CODE OF CONDUCT

### Solicitation of Council Members, City Staff and Evaluation Team Members

Applicants must not contact any member of City Council, City Staff, or appointed committee members with respect to this Call to Artist, other than the contact person named under the Enquiries section of this Call any time prior to the award of a contract or the cancellation of the call and which could be viewed as one applicant attempting to seek an unfair advantage over others.

## SUBMISSIONS

Submission envelopes should be clearly marked with the project name and the applicant's name and address and phone number. Complete submissions must be received in the Brampton Arts and Culture office at the address noted below no later than 3:30 p.m. on Friday February 26, 2016.

### *Please send submissions to:*

Gregory Peddie, Public Art Coordinator  
Recreation and Culture Division  
c/o Rose Theatre Brampton  
1 Theatre Lane  
Brampton, Ontario  
L6V 1A3  
RE: Churchville Anniversary Art Project Submission

**Please note faxed, emailed, or late submissions will not be considered.**

All materials submitted become the property of the City of Brampton's Public Art Program and will not be returned unless a self-address, stamped envelope with sufficient postage is provided. The City of Brampton will endeavour to protect submitted materials; however, it will not be responsible for any loss or damage to these materials. The City will not use submitted materials for any other purpose should artwork not be returned to artist for any reason.

## SUBMISSION REQUIREMENTS

Artists are asked to submit the following documents and information in order to be considered for the Churchville Anniversary Art Project competition:

1. Signed Submission Form (attached as part of this Call document)
2. Artist Statement and Curriculum Vitae
3. Concept for Churchville Anniversary Art Project (brief description accompanied by simple sketch)
4. Design Parameters (detailed measurements, and weight estimate, accompanied by sketch)
5. Provide a minimum of 4 images of previous public artwork (to a maximum 10 images), illustrating a strong body of relevant project experience accompanied by an image description list. (Please submit these images in high-resolution JPG format, on a flash drive or CD/DVD ROM).
6. Completed bid-sheet, total cost not exceeding \$30,000.00 CAD all-inclusive, including maintenance for a period of five years.
7. OPTIONAL) Self-addressed stamped envelope for return of submission materials.

Please ensure that all written materials are submitted on standard letter-sized 8 ½" x 11" paper suitable for photocopying.

## DISCLOSURE

**Conflict of Interest:** Artists must disclose in their proposal any real or potential conflict of interest that may arise through the selection process and/or arise during contracted work.

**Contract:** The successful artist/artist-lead team will enter into a standard public art contract with the City of Brampton. The City of Brampton will negotiate the terms of the contract with the successful artist upon project award on behalf of the City. The City reserves the right to terminate the contract at any time.

**Insurance:** Depending on the nature of the project, the successful artist/artist-lead team may be required to show proof of comprehensive general liability insurance, prior to entering into a contract with the City of Brampton. If insurance is required, the inclusive policy limit may not be less than \$1 million per occurrence and must name the City of Brampton as an additional insured with respect to liability arising from the operations of the artist/artist-lead team, for the duration of the contract.

**Copyright:** The artwork produced for this public art project will be owned by the City of Brampton. The artist may retain the copyright of the artwork but will grant the City of Brampton the following exclusive rights:

- a) Reproduction (including electronic images) for non-profit promotion and educational purpose;
- b) The right to remove the artwork (or sections of the artwork) from the site for the following reasons: endangerment of public safety, damage requiring repair or maintenance, documented significant adverse public reaction, redevelopment or other City requirements.

The City also reserves the right to reinstall the artwork at a different location, at its own discretion.

The City of Brampton will not alter the artwork for maintenance purposes without the prior knowledge of the artist. After the five year maintenance term, the artist will have first right of refusal to maintain the artwork before the City solicits new business at the City's expense.

**Please attach a signed copy of this form to the front of your submission package.**

### Document Checklist

Re: Churchville Anniversary Art Project

1. Signed Submission Form
2. Artist Statement and CV
3. Design Parameters (brief description/sketch)
4. Project Images (JPG) and Description List
5. Completed bid-sheet
6. Return Envelope w/ Postage (optional)

In signing this document I, \_\_\_\_\_ (PRINT NAME) confirm that all required materials are included in my submission package. I understand that my submission materials will be kept on file by the City of Brampton's Public Art Program, unless I include an envelope with my return address with sufficient postage attached for the return of my materials. I further understand that the City will not use unreturned materials for any other purpose should I not be the successful bidder. I will not hold liable the City of Brampton for the loss or damage of any of my submission materials.

Applicant signature: \_\_\_\_\_

Applicant name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please attach a signed copy of this form to the front of your submission package.**

## Bid Sheet

Re: Churchville Anniversary Art Project

All necessary equipment, labour and materials for the design, production, delivery and maintenance of the Churchville Anniversary Art Project are to be provided.

DESCRIPTION	TOTAL PRICE
All artist fees including and not limited to: artwork creation, fabrication, meetings, and correspondence with the City project team, installation advisory services, etc.	
Materials and fabrication costs of the artwork	\$
Delivery of artwork to the City of Brampton's Sid Manser Park (TBD)	\$
5 year maintenance agreement for artwork	\$
+13% HST	\$
Total Price Not to exceed \$30,000.00 CAD	\$

Artists must bid on all items. Partial bids will not be accepted. All prices shall be in Canadian funds. Proposal submissions are to include all disbursements and expenses in the total price quoted; there are to be no additional costs. The City reserves the right to cancel the award without penalty. If the competition moves to a second stage and based on project direction the need to revise the scope of the bid arises, the artist may be asked to do so at the sole discretion of the City of Brampton.

Applicant signature: \_\_\_\_\_

Applicant name: \_\_\_\_\_

Date: \_\_\_\_\_