

LOCKE STREET MARKER PUBLIC ART PROJECT



CALL FOR ARTISTS

The City of Hamilton is seeking professional *Artists* or *Artist-Led Teams* to create a permanent *Public Art* work(s) to be sited on Locke Street at the SW Corner of Jackson Street in Hamilton.

Artists will be selected by a citizen *Jury* through a two-stage process involving a concept and design proposal, followed by submission of a detailed proposal by selected *Artists* and informed through public consultation.

Award:

\$70,000

Short-listed *Artists* completing a Stage 2 submission will receive a \$700 honorarium.

Submission Deadline:

Thursday, January 13, 2022 at 3:00 PM (Hamilton time)

Artist Information Meeting:

Thursday December 9, 2021, 7 PM

Via Video Conference

Artists are invited to view a presentation on the adjudication process and submission requirements.

This is not a mandatory meeting.

Please RSVP to meredith.plant@hamilton.ca before December 8, 2021 for virtual meeting details.

CONTENTS

1.0 Project Goal	pg 2
2.0 Background	pg 3
3.0 Site	pg 3
4.0 Award	pg 4
5.0 Eligibility	pg 4
6.0 Selection Process	pg 4
Stage 1 Concept and Preliminary Design	pg 4
Stage 2 Detailed Proposal	pg 6
7.0 Submission Deadline and Delivery	pg 9
8.0 Schedule	pg 9
9.0 Jury	pg 9
10.0 General Provisions	pg 9
11.0 Definitions	pg 10

Appendix A Sample Submission Form (online submission via Submittable - submissions management platform)

Appendix B Site Information and Historical Context

Appendix C Materials and Methods

Appendix D Sample Artist Agreement

1.0 PROJECT GOAL

In July of 2021, an online focus group of community stakeholders, artists and subject matter experts came together with City staff to determine a goal and themes for this public art competition.

Focus Group members were asked to address the following question:

What unique and meaningful stories, qualities and characteristics of Locke Street and the Kirkendall Neighbourhood do you think artists should be asked to reflect in proposals for public art?

Artist's proposals will be scored, in part, on how successfully they address the following goal as determined by the focus group:

The Public Art work should be a landmark in keeping with Locke Street's pedestrian character and celebrating the neighbourhood's collaborative and welcoming spirit.

Artists' proposals should address at least one of the following themes:

- **Reflect and enhance the neighbourhood spirit of local collaboration**
- **Encourage discovery and interactivity for all ages**
- **Celebrate the unique natural topography and escarpment green space**

The complete Focus Group Report can be found on the project webpage at www.hamilton.ca/LockeStreetPublicArt

2.0 BACKGROUND

Locke Street South is the physical and social centre of the Kirkendall Neighbourhood, located within Hamilton's Ward 1; southwest of Downtown Hamilton, against the base of the Niagara Escarpment. Locke Street South was first completed in 1875. Prior to that, the street extended south from Main Street only to what is now Hunter Street as this was the site of a stream and the former Beasley Hollow. The neighbourhood surrounding Locke Street was built up primarily from 1890 to 1930. The street was therefore constructed as a traditional "Main Street" typical of the time with a diverse variety of buildings located close to the sidewalk, with parking on the street. The street is currently approximately 800 m long and runs North-South connecting Main Street and Aberdeen Avenue. It is one of the most popular places in the city to meet friends, shop and walk. The Locke Street Marker Public Art Project is an opportunity to reflect and enhance the many attributes of the Kirkendall Neighbourhood and Locke Street BIA business district, while acting as a welcoming beacon to a popular and active urban destination within the City of Hamilton.

Also Refer to:

Appendix B

3.0 SITE

The site for the art work is to be on Locke Street, within the City Right of Way (ROW) at the SW Corner of Jackson Street in Hamilton.

See **Appendix B** for more information, site plan and siting requirements.

4.0 AWARD

The *Successful Artist* will be awarded \$70,000 (excluding HST) for the fabrication and installation of their work as per the following payment schedule:

\$10,000	Upon the <i>Successful Artist's</i> provision of any drawings, studies or reports as required by and to the satisfaction of the Director of Tourism and Culture or their designate (e.g. engineering drawings).
\$20,000	Upon 40% completion of fabrication
\$20,000	Upon 80% completion of fabrication
\$20,000	Upon completion of installation

5.0 ELIGIBILITY

City of Hamilton employees are not eligible to submit proposals to this call.

Artists under 18 years of age must have their parent or legal guardian sign all required documents on their behalf.

6.0 SELECTION PROCESS

The Successful Artist will be selected through a two-stage process involving a Stage 1 Concept and Preliminary Design Proposal followed by a Stage 2 submission of Detailed Proposal.

6.1 Stage 1 Concept and Preliminary Design

Stage 1 Concept and Preliminary Design Proposal will be adjudicated by the *Jury* to select a minimum of 3 and maximum of 6 *Artists* with the highest scoring proposals that meet or exceed all passing scores outlined under Stage 1 Selection Criteria to proceed to Stage 2.

6.1.1 Stage 1 Submission Requirements

The Stage 1 proposal will be submitted online:

Online via Submittable (submissions management platform): A link to the Submittable form (which includes guidelines for submission) can be found at the project webpage at: <https://www.hamilton.ca/LockeStreetPublicArt>

NOTE:

hard copy submissions will not be accepted for this call due to Covid-19 restrictions.

All proposals shall include the following information:

- a. Online Submittable Form: Requests basic *Artist* information and team member listings (if submitting as an *Artist-Led Team*). *A sample submission form is provided as Appendix A to this document for information only to assist as the online submission is prepared.*
- b. *Artist's* Concept Statement: A brief statement (max 750 words) outlining the following:
 - i. *Artist's* vision for the proposed work,
 - ii. A description of the concept; and
 - iii. A description of how the proposed work addresses the project goal and themes and physical context. (2 pg 8.5"x11" PDF document)

- c. Site Plan Sketch: Indicate the proposed location(s) of the work(s) on the site. A marked copy of the Site Plan drawing(s) included as page 4 of **Appendix B** of this document may be submitted. (1 pg, 11"x17" PDF or jpg document)
- d. Conceptual Sketch or Diagram: Include at minimum one sketch or diagram in any medium the *Artist* is comfortable working in that will most efficiently and effectively illustrate the idea of the proposed work to the Jury. This includes but is not limited to, drawing, collage, photography, digital, etc. Include notation on the sketch indicating the proposed materials. (2 pg 11"x17" PDF or jpg document)

More developed and detailed documentation is required as part of the Stage Two submissions and the *Artist* should allocate their resources and time accordingly.

- e. Curriculum Vitae: Outline the relevant experience and qualifications of the *Artist*, or *Artist-Led Team*. If working as an *Artist-Led Team*, include the names and addresses of other team members such as fabricators, installers, engineers and other *Artists*, their role in the team, prior experience working with the lead *Artist* and any other relevant experience. (3 pg 8.5"x11" PDF document)
- f. Visual Documentation: Embed up to ten images of relevant completed works by the *Artist* in a document, identified with title, location, date, medium and owner for each work. These images are to be formatted in a PDF document not to exceed 4 pg 8.5"x11"
Do not send images separately (e.g. via CD, USB stick or separate files).
- g. Artist References: Provide three names of references that would be able to generally speak to the *Artist's* experience related to public art projects. The name, address, phone number and e-mail address for three references with direct involvement with the lead *Artist* should be provided. (1pg 8.5"x11" PDF)

Artists may submit more than one Stage 1 proposal to this call. Each proposal should be submitted separately – as a distinct submission through Submittable.

6.1.2 Stage 1 Selection Criteria

- a. Competition Goals and Context
The submission shall describe and illustrate a concept and proposed work that is responsive to the project goal and themes, is appropriate for the physical context and for permanent display in an outdoor public place.

Max points 35 Min points to pass 20

- b. Artistic Excellence
The concept and proposed work demonstrate quality, originality and excellence.

Max points 30, Min points to pass 15

c. Professional Experience

The *Artist* is able to demonstrate and provide examples of experience, through included images, C.V., and positive references, with respect to public presentation or publication and recognition by other artists or arts organizations.

Max points 15, Min points to pass 5

d. Technical Expertise

The past work of the *Artist(s)* or members of the *Artist-led Team*, as established by included images, C.V. and positive references, demonstrates and provides examples of their ability to successfully execute an art project of similar scope.

Max points 20, Min points to pass 10

6.2 Stage 2 Detailed Proposal

Winning *Artists* selected after Stage 1 will be notified via e-mail and provided a minimum of 4 to a maximum of 6 weeks to complete Stage 2 submissions.

Those *Artists* selected to submit detailed proposals for Stage 2 will receive a \$700 honorarium upon the submission of a detailed proposal meeting all the requirements outlined in this document.

6.2.1 Stage 2 Adjudication Process

a. Stage 2 Initial Review:

Stage 2 Detailed Proposal submissions will be reviewed by staff and the *Jury* to determine whether any additional information is required to fully evaluate the technical aspects of the proposal. *Artists* will be notified via e-mail of questions, or any additional information required. The *Jury* or staff may also determine that interviews are also needed. In such a case an interview time and virtual sign in information will also be provided via e-mail if required.

b. Stage 2 Online *Artist* Interviews (*if required*)

If additional information is required, *Artists* should be prepared to provide a general overview of their proposal, answer any questions provided and to explain any additional information requested related to technical aspects of the proposal in a maximum 15-minute online presentation to be followed by questions from the *Jury* and City Staff.

Those *Artists* that do not address any technical concerns to the satisfaction of the *Jury* will receive a failing technical score and will not proceed further in the adjudication process.

c. Stage 2 Public Consultation:

Artists' proposals will be posted on the City of Hamilton ENGAGE website for public comment. The results of this consultation will be provided to the *Jury* to inform their adjudication. The results of the public consultation shall not be binding on the *Jury*.

d. Stage 2 Final Adjudication:

The *Jury* will conduct a final adjudication of the Stage 2 proposal material, *Artist* responses at the interview (if required), and any public consultation results to determine scores based on the Stage 2 Selection Criteria. The *Successful Artist* will be the *Artist* with the highest scoring proposal that meets or exceeds all passing scores as outlined under Stage 2 Selection Criteria.

6.2.2 Stage 2 Submission Requirements

The Stage 2 Detailed Proposal will be submitted online via Submittable: *Guidelines for Stage 2 submission will be provided directly to artists selected to proceed with Stage 2.*

NOTE:

hard copy submissions will not be accepted for this call due to Covid-19 restrictions.

The Detailed Proposal shall not be larger than 11"x17" in page size. It can include any number of pages the *Artist* feels is necessary to fully describe the required information, up to a maximum of 20 pages.

The proposal shall include, at a minimum, the following information:

a. Visual Documentation:

- i. A site plan, to scale, indicating the size and location of the proposed work(s) in relation to existing features on the site. (Applicants may mark up the plan included in **Appendix B**).
- ii. Elevations, plans and / or sectional drawings, to scale, sufficient in detail to fully illustrate the proposed work(s). Include notation indicating overall dimensions, proposed materials and finishes.

b. Concept Statement:

Provide a concept statement of a maximum 500 words to be presented to the public.

c. Fabrication, Installation and Maintenance Statement:

- i. List proposed materials.
- ii. Describe the *Artist's* preferred method and requirements for installation of the work(s) at the site including proposed foundation and attachment methods.
- iii. Provide a brief description of the anticipated maintenance required for the piece(s).
- iv. Outline a schedule for fabrication in number of weeks. Indicate times when City staff should review the work and when any other important meetings and milestones should occur.

- v. Provide an outline budget estimate for installation and break down the award into materials, *Artist's* labour and consultants / sub-contractors costs.
- d. Public Presentation Material
Full colour renderings of the proposed work(s) including a three- dimensional view and any other views, photographs of a maquette (if produced), or diagrams necessary to fully explain the work.
Images are to be provided in jpeg format at a minimum resolution of 300 dpi and text in PDF format.

6.2.3 Stage 2 Selection Criteria

- a. Response to Competition Goals
The proposed work(s) is responsive to the competition goal and site context, and is appropriate for the physical context, competition parameters and community values as expressed through public consultation results.

Max. points 40, Min. to pass 25

- b. Artistic Excellence
The proposed work(s) demonstrates high artistic merit; concept shows innovation and creativity; originality of design; excellence in execution and artistic skill.

Max. points 40, Min. to pass 25

- c. Technical Feasibility
The proposed design, materials and installation methods are achievable within the site and project parameters, are durable, demonstrate good maintenance practices, are structurally sound and maximize public safety.

Max Points 20, Min. to pass 12

7.0 SUBMISSION DEADLINE AND DELIVERY

Stage 1 submissions will be received up to and including:

Thursday January 13, 2022 at 3:00 PM (Hamilton time)

Late submissions will not be accepted.

Online submissions:

Online submissions can be made via Submittable (submissions management platform).

A link to the Submittable form can be found at the project webpage at:

<https://www.hamilton.ca/LockeStreetPublicArt>

Submissions by fax or email will not be accepted.

8.0 SCHEDULE (subject to change)

Artist Selected	Winter-Spring 2022
Fabrication	Spring-Summer 2022
Installation	Fall 2022 (weather dependent)

9.0 JURY

The *Jury* is comprised of members of the local community, subject-matter experts, artists, and arts professionals. City staff is involved as non-voting members and participates in an advisory capacity. The identity of the jurors is kept confidential until the winning proposal is announced.

10.0 GENERAL PROVISIONS

10.1 Artist Agreement

The *Successful Artist* will be required to sign an agreement with the City of Hamilton. Upon notification of winning the commission, the *Successful Artist* will have a 30 day time period in which to work with the City to finalize and sign the agreement. If an agreement cannot be reached within the 30 day time the City may award the commission to the second highest scoring *Artist* and allow 30 days for that *Artist* to finalize and sign the agreement or cancel and re-issue the call.

A copy of the Sample Artist Agreement is included as **Appendix D** of this document.

10.2 Insurance and W.S.I.B.

The *Successful Artist* is required to provide to the City a General Liability Insurance Certificate, adding the City of Hamilton as additionally insured up to \$2 million and a WSIB Clearance Certificate or letter of exemption from the Workplace Safety Insurance Board before any work begins. If these cannot be provided the City may award the commission to the second highest scoring *Artist* or cancel and re-issue the call.

10.3 Copyright

By making a submission to this call, the *Artist* guarantees that designs submitted are their own original creations and do not infringe upon the copyright of any other individual or group.

In general, copyright of the design will remain with the *Artist*. Please see **Appendix D** for full copyright information to be finalized as part of the Artist Agreement.

Materials provided to the City as part of an *Artist's* submission to this call become and remain the property of the City of Hamilton and may be used to promote this call, the City's Public Art Program or the City in general.

10.4 Reserved Rights and Privileges of the City

The City of Hamilton reserves the right to not award the commission to any *Artist* and to cancel or re-issue the call at any time.

11.0 DEFINITIONS

11.1 Artist

The *Artist* is the principal creator of the proposed Public Art design. The Artist is responsible for the contractual agreement with the City, communications with the City and the coordination and payment of any team members required to successfully complete the proposed Public Art work design.

11.2 Artist-Led Team

An *Artist-led Team* is a group of contractors or consultants (such as fabricators, installers, engineers and other artists) assembled by, coordinated by, and contracted to the Artist to support the design of the proposed Public Art work.

11.3 Public Art

Public Art is a work of art created by artists or in collaboration with artists through a public process and existing in publicly accessible City of Hamilton Property.

11.4 Successful Artist

The *Successful Artist* is the Artist whose proposal receives the highest score and meets or exceeds all passing scores.

11.5 Jury

Jury has the meaning ascribed to it in Section 9.0.