

**Halifax Regional Municipality**  
**Request for Proposals: Public Art**  
**Cole Harbour Place**  
**Deadline for Submission of Proposal: NOVEMBER 30,2018 4PM**  
**Project Budget: \$50,000 CDN inclusive**

The Halifax Regional Municipality is seeking contemporary public art proposals for Cole Harbour Place

## **Background / Vision**

### **1. Project Background**

Cole Harbour Place (CHP) is recreational community facility built by the Municipality of the County of Halifax and opened to the public in 1989. The multi-use community facility includes two arenas, aquatics complex, squash courts, fitness centre, community meeting rooms, community services, a library, canteen and catering capacity, a lifestyle and preventive medicine centre, CAP site, job search centre and Integrated Health Services. Ownership of the facility was transferred to Halifax Regional Municipality upon the municipal amalgamation in 1996. The facility is independently operated and overseen by a Board of Directors.

The Halifax Regional Municipality's Public Art Policy was adopted in 2008. The policy facilitates the acquisition of a high quality of public art and ensures that professional artists are involved in its creation. Public art animates public spaces, enhances HRM's cultural identity, inspires residents, and revitalises communities. Per Section 3.5 of the Policy, public art is to be included as a component of new and renovated municipal facilities at a rate of 1% of the total construction costs of that facility.

The Municipality is seeking proposals from qualified bidders for the design, fabrication and installation of public art to be included within the Cole Harbour Place facility, specifically in the area identified in the 'Description of Physical Layout'.

### **Theme and Context**

The themes for the public art component of Cole Harbour Place are intended to complement the themes of the facility itself, and the intention to create a more welcoming interphase with local community, and more uplifted public space experience for all facility users.

Proposals should therefore be expressive of one or more of the qualities indicated below.

- Welcoming and Inclusive
- Inspiring and uplifted
- Locally relevant; possibly reflective of Cole Harbour community and its history
- Expressive of Activity and Participation

The area indicated as the opportunity site for a prospective art installation or installations is challenged by existing elements that include lighting fixtures, seating, signage and hung artworks, and a variety of interior design elements. Some of these elements are alterable or removeable, while others are more fixed. Alterations to the existing site elements may be suggested as a component part of any submitted proposal, subject to the approval of facility operators and consideration of budget, operations, etc.

It is important that submitting artists consider the existing environment into which the artwork(s) will be situated, and that this consideration be reflected within the proposal.

## Project Goals

The Halifax Regional Municipality is seeking design proposals from qualified artists and collaborative artist teams for the provision of an integrated public artwork or artworks for Cole Harbour Place to compliment the existing facility and its varied users.

The public art selection process will:

1. Reflect the interest and intent of the 2008 HRM Public Art Policy, incorporating significant artworks as integrated components of any newly constructed, publicly accessible Municipal facility.
2. Select a qualified artist or artist team with a body of work and conceptual approach that demonstrates artistic excellence and appropriateness for the final, approved location/area and Cole Harbour Place as a whole.
3. Create a significant public artwork for CHP that will enhance the character and appeal of the building, and the user experience, and which will be a source of broad community pride and inspiration.

### Goals

- a) To create an uplifted environment for users of the facility and local residents and to reflect Cole Harbour Place as a dynamic, multifaceted community space.
- b) To enhance the experience of the other functional and programmatic elements of the building.
- c) To reflect or otherwise engage the broad and diverse community that uses the facility.
- d) To create a sense of welcome to users and community members.

The success of this project will be measured in part by the ability of the selected public art component to reflect, engage and express the qualities outlined above. Applicants should also familiarize themselves with the Municipality's public art policy: <http://www.halifax.ca/council/agendasc/documents/080923cow6.pdf>

**Policy 1.1:** HRM will strive to build a public art collection that:

- Enhances, enlivens and enriches public spaces and public experiences;
- Showcases and celebrates the work of professional artists and designers;
- Fosters a culture of public art creation and investment;
- Reflects and embraces diversity;
- Inspires community and neighbourhood revitalization; and
- Fosters collaborations between community, artists and art organizations.

## Project Description

This is an opportunity for a qualified artist or creative team working collaboratively to design, plan, create, fabricate and install public art in specified locations within Cole Harbour Place. The selected artwork will be an integrated component of the building.

**The artist(s) budget for all expenses related to this project is a maximum of \$50,000.00 CDN.**

**This process will select an artist or artist team and a conceptual design for an integrated artwork to be commissioned and installed at Cole Harbour Place.**

## Main Reception Area and Atrium Feature(s)

The primary focus of the public art opportunity is on the development of a signature entryway feature or features to be installed within the area of the atrium/reception space. Depending on the nature of the proposed installation(s), and provided all costs fall within the available project budget, proponents may propose multiple installations within the interior area as specified.

*NOTWITHSTANDING THE ABOVE it must be understood by all submitting artists that their proposal may require some manner of alteration should it be selected through this process. Changes may be recommended in relation to existing building and site constraints, stresses and use-parameters of the facility in general.*

## Description of Physical Layout

Public art proposals for Cole Harbour Place should respond to the main reception area of the facility and the area underneath and directly around the atrium. Proposals will be accepted for all manner of publicly accessible artwork that responds to the site.

### Interior Entryway (looking back toward main doors, under stairs)



Interior Atrium Area- Skylights



Interior Atrium Area- Staircase





General Views of Installation Site









**This is an existing, well-used public space and a high traffic area, containing seating elements, light fixtures, planters and existing artwork and signage all of which add complexity and create challenges to the introduction of any new artworks. Submitting artists are encouraged to consider the existing space and respond to the challenges of the site's existing elements as a component of their proposals. Recommendations to remove or relocate or otherwise alter existing elements of the space to better accommodate proposed artworks will be considered, subject to budget availability and other considerations.**

Interested submitters are encouraged to consider both two-dimensional and three-dimensional installations, and a broad range of materials and applications. Where relevant to a particular application, HRM staff will provide structural information (e.g. load-bearing restrictions) to applicants at their request, where such information is available.

## **Material Restrictions**

While there are no specific material restrictions in applying to this process, the Halifax Regional Municipality asks that proponents exhibit an understanding in their proposals that Cole Harbour Place is an active and dynamic public space, serving a broad and diverse public. The main entrance area is a high traffic locale, and artworks will be vulnerable, the exact degree to which will depend on the nature of the installations proposed.

All proposed materials should therefore be durable and manageable from an operational and ongoing maintenance perspective.

## **Submission Requirements**

Email all documentation as one (1) PDF document in Portrait format, not to exceed a file size of 5 MB to: [artgrants@halifax.ca](mailto:artgrants@halifax.ca)

1. APPLICATION FORM – Please complete and sign the application form attached to this document.
2. LETTER OF INTEREST AND ARTIST CV- If submitting as an artist team please include ONE letter of interest (maximum 2 pages) for the submitting group. Please explain why the artist/team is interested in this opportunity and how their practice relates to this project and the posted selection criteria. Clearly identify the roles and responsibilities of the various team members.

Please clearly indicate a project lead or project manager for the team and submit ONE CV for that individual.

3. WRITTEN PROJECT DESCRIPTION- 500 words (or less) that describe the project, including relevant project methodology.
4. VISUAL PROJECT DESCRIPTION- A preliminary visuals to inform the proposed approach as indicated: Concept drawings/renderings to inform the intent and direction of the artwork.



\*\* It is understood that the project descriptions received at this stage through this process will be PRELIMINARY in nature, and should therefore be sufficient to express the concept of the artwork and offer the review team an understanding of how the proposed artwork will operate within both the specific site and the surrounding area. The selected concept will be further developed post-award in consultation with Municipal staff and members of the project team..

5. DIGITAL IMAGE WORK SAMPLES – Applicants must submit a maximum of **10 samples of past work** that best illustrate their qualifications for this project. Submit each image on a separate page, portrait format, and include title of work, artist(s), location, commissioning agency, date and budget. If submitting as a team, the team submits no more than 10 images.

## Submission Guidelines

1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. All submissions must be formatted to 8.5 x 11 inch pages, portrait format.
3. Submission files must be 5 MB or smaller..
4. All documents must be sent by email to: [artgrants@halifax.ca](mailto:artgrants@halifax.ca) and must be received on or before 4pm local time, November 30, 2018

Incomplete or late applications will not be accepted.

Questions of a technical nature should be directed to:

Jamie MacLellan, Culture and Events, Halifax Regional Municipality (902) 490-1039 or via email at [maclelaj@halifax.ca](mailto:maclelaj@halifax.ca)

## Policies

The ownership of design ideas submitted with this application remain with the artist until a selection has been made and a contract signed. Once a contract has been awarded, the selected artwork will be owned by the Halifax Regional Municipality, and images of the work may be used in publicity for the Halifax Regional Municipality. Copyright of the work and all intellectual property shall remain with the artist.

## Artist Selection Process

This is a single-stage process. A peer selection panel will recommend the artist/artist team through an open call process.

A selection panel comprised principally of artists and art professionals, and which will include community representation will review the applicants' materials. Representatives from the Halifax Regional Municipality and the Cole Harbour Place facility will serve as advisors to the panel.

The selection panel reserves the right to request additional information from any of the submitters to inform their decision.

Once the selection panel has recommended a proposal and an award has been issued, the successful artist/artist team will be asked to prepare detailed concept designs based on the preliminary proposals.

The panel reserves the right to make no recommendation from the submitted applications or finalist interviews.

## **Additional Information**

1. The selected artist will be required to show proof of WCB coverage and \$2,000,000 general liability insurance.
2. Please be advised that the Halifax Regional Municipality and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The Municipality reserves the right to reissue the Request for Proposals as required.
3. All submissions to this RFP become the property of the Halifax Regional Municipality. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (NS) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal.
4. Extensions to the submission deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.

## Artist Evaluation and Award

This process will select an artist or an artist team with the understanding that the selected individual or group will be required to work collaboratively with Municipal Parks and Recreation staff to successfully fabricate and install an artwork in the facility. The conceptual proposal submitted through this process will be essential in establishing the intent of the artist or team but it should be understood that this intent may require modification in collaboration with architects, project managers and relevant members of the project team and HRM staff.

Artistic Merit (Artist Statement, Examples of Past Work, Quality of Proposal)	<ul style="list-style-type: none"> <li>Overall quality of past work and professional standing</li> <li>Quality of submitted proposal</li> </ul>	30
Methodology and Specific Approach to the Cole Harbour Place Project	<ul style="list-style-type: none"> <li>Submitted proposal in relation to the design and function of the CHP a public space with broad and diverse community use</li> <li>Resonance of the artists professional practice to the architecture and design elements of the Centre as reflected in submitted examples of past work and the conceptual proposal for CHP.</li> <li>Demonstrated ability to work to schedule and budget in a collaborative environment</li> </ul>	40
Project Experience	<ul style="list-style-type: none"> <li>Past work as an indication of the applicant's ability to manage projects of a similar scale and scope, including familiarity with public agencies, the public review process, and experience working with community groups</li> <li>Ability of the artist to successfully complete the proposed project within the stated timeline</li> </ul>	20
Budget	<ul style="list-style-type: none"> <li>Demonstrated understanding of project management as it pertains specifically to the management of project costs, as indicated in the submitted cost estimates for the project proposal, and the ability of the artist to complete the project within the allotted \$50,000</li> </ul>	10

## Selection Committee Process and Estimated Timeline

**A selection committee will be formed to adjudicate this process. This committee will be comprised of knowledgeable members of the local arts community, with voting representation from Cole Harbour Place and non-voting administrative support and facilitation from HRM staff.**

### Tentative Process Schedule

October 2018	Request for Proposals is issued
November 2018	Request for Proposals closes
December 2018	Meeting of the Selection Committee
December 2018/January 2019	Final selection; Contract established with the Artist
January 2018-March 2019	Detailed design phase; project development
April 2019	Design review, comment and refinement
April 2019	Design approval
May 2019- July 2019	Production Phase
July 2019	Public Art installation complete; Unveiling ceremony.