

Art in Public Places Project Development Process

Selection

I. Citizens choose

Citizens decide the City should provide something (building, street, park).

Annual CIP (Capital Improvement Project) budget is approved by City Council.

II. Funding

City department in charge of the project informs AIPP of an eligible project. AIPP receives 2% of the eligible budget for art.

III. Staff research

Staff asks about the department's needs and opportunities for art.

Staff researches locations, discusses media, appoints selection panelists, maintenance needs. Discussions ensue between AIPP and city staff, project advisors, stakeholders and the AIPP Panel.

Draft project outline to include approach to project, budget for the art, selection method for artist/artwork.

IV. Citizens choose

AIPP Panel, made up of seven volunteer arts and design professionals, reviews and approves the Project Outline.

Austin Arts Commission, made up of volunteers appointed by the City Council, reviews & approves the Project Outline.

V. Recommendations

AIPP project manager finalizes RFQ/RFP with City department then...

- initiates public art project by releasing Request for Qualifications (RFQ) or Request for Proposals (RFP).
- advertises Call to Artists
- creates a selection panel composed of arts professionals
- processes artist applications
- facilitates selection Process
- presents Selection Panel recommendations to AIPP Panel

Design

I. Citizens choose

AIPP Panel reviews and approves Selection Panel recommendation for the artist to be commissioned.

Austin Arts Commission reviews and approves Selection Panel recommendation for the artist.

II. Funding

If project budget is over \$56,000, then staff gets permission from Council to negotiate contract with the selected artist. Once approved, staff negotiates contract with Artist, which is then sent through city channels for approvals and signature.

III. Artist research

Kick-off meeting with artist and stakeholders. Artist starts designing.

Artist reviews design work with

- staff
- stakeholders
- project advisors
- design team
- relevant boards and commissions.

AIPP Panel reviews artist's mid-design work.

IV. Discuss/Refine

Further design refinements based on feedback from...

- staff
- stakeholders
- project advisors
- design team
- professional arts conservator
- relevant boards and commissions
- AIPP Panel reviews artist's mid-design work.

V. Approval

Artist submits final design work for approval, including

- renderings and narrative that share the artist's vision
- stamped engineering drawings, showing fabrication and installation details
- Registered Accessibility Specialist (RAS) review
- Conservator report

Fabrication + Installation

I. Citizens choose

AIPP Panel reviews and approves the artist's final design submittals.

Austin Arts Commission reviews and approves the artist's final design submittals.

II. Fabrication

Upon notice to proceed, the artist fabricates his/her artwork, or hires a fabricator to make the art.

Staff monitors fabrication.

Artist gets permits from the City to do installation. Permitting fees for AIPP projects are often waived by the City.

III. Installation

Upon notice to proceed, Artist installs his/her artwork, or hires an installer to install the art.

Artist provides required insurance.

Artist attends pre-installation meeting with the general contractor as required.

Staff monitors installation.

Artist works with staff to supply close-out documentation including an artwork maintenance plan, a Final Artwork Report and a close-out project budget.

IV. Celebration

AIPP staff organizes an artwork unveiling and dedication!

Staff creates a plaque with artist name, name of artwork, and key information for display adjacent to the work.

V. Collection

AIPP staff closes out the project, archives all files related to the artwork, and accession the piece into the City of Austin Art in Public Places collection.

