

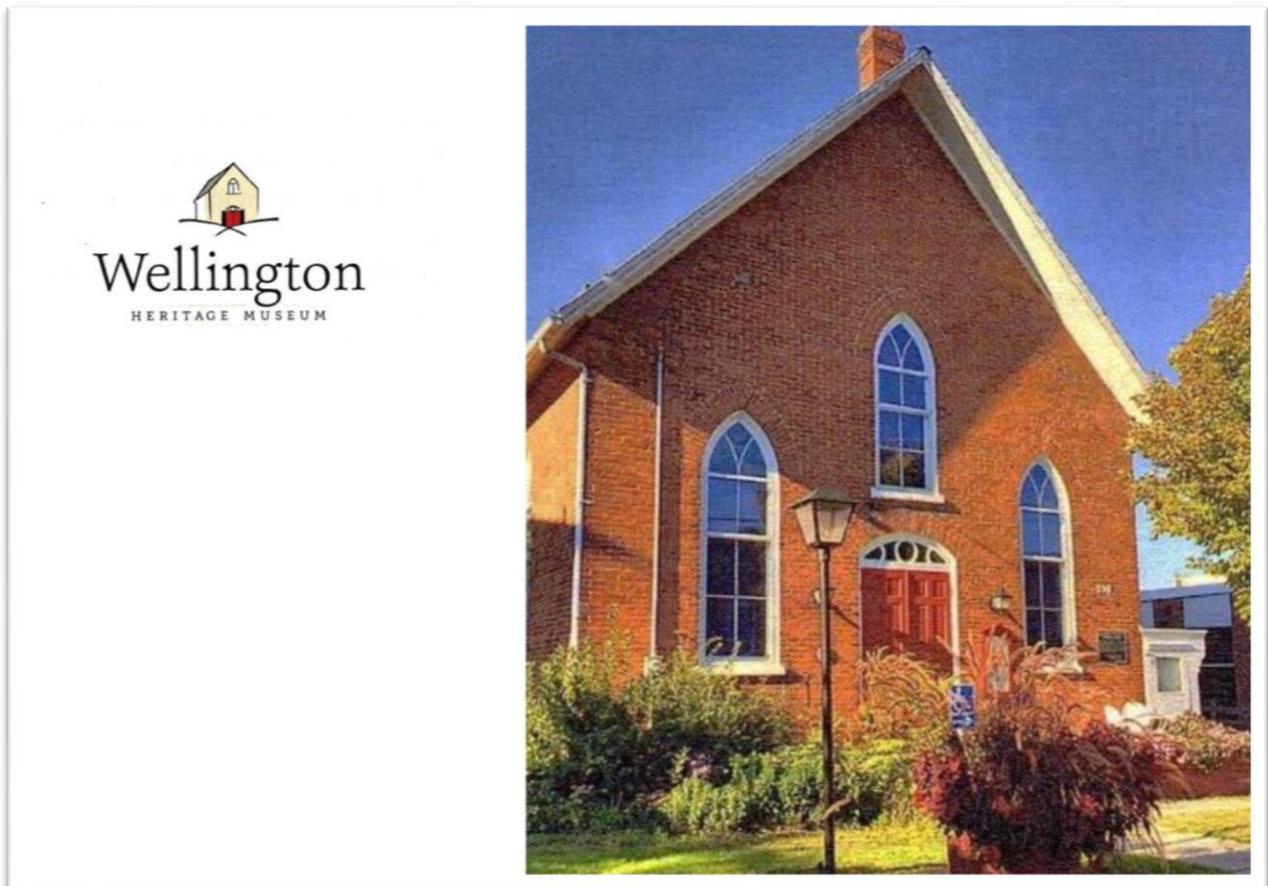


The County
PRINCE EDWARD COUNTY ♦ ONTARIO

**THE CORPORATION OF THE COUNTY OF PRINCE EDWARD
Expression of Interest**

2017-CDD-64

WELLINGTON HERITAGE MUSEUM OUTDOOR SCULPTURE OPPORTUNITY



CLOSING OCTOBER 17, 2017 AT 2:00 P.M.

**Prince Edward County
Wellington Heritage Museum**

Jennifer Lyons
Head Curator - Museums
613.476.2148 x 2521
jlyons@pecounty.on.ca

Artist Opportunity

The Wellington Heritage Museum invites artists to submit Expressions of Interest to create a permanent commemorative artwork to be installed in the soon-to-be created Friends of the Wellington Heritage Museum garden. This competition is open to professional Canadian artists or artist-led teams*.

An artwork proposal is not requested at this time

This is a two-phase process:

In Phase One, applicants will be reviewed on the basis of artistic merit of past work, professional qualifications and experience.

In Phase Two, short-listed artists will be required to submit an artwork concept proposal and maquette. Artists selected for the short-list will be provided with a full Request for Proposals outlining detailed artwork specifications prior to developing their proposals. Short-listed artists will be paid an artist fee of \$300 to develop their proposals.

** A professional artist is an individual who has specialized skills and/or training in his/her artistic discipline (not necessarily in academic institutions), has a history of public presentation and is critically recognized as an artist.*

LOCATION

The Wellington Heritage Museum is located at 290 Main Street, Wellington, Ontario.

Artwork Goals

Set in the new garden parkette this sculpture will commemorate the Quaker legacy in Wellington, the community's vibrant history or any component of the museum's collection including, but not limited to, celebrating the legacy of Prince Edward County's canning industry.

The goals of this project include:

- Enhance the Wellington Heritage Museum garden parkette with an inspiring public artwork
- Provide a space for contemplation and commemoration.
- Contribute to the museum's function to tell the story of Wellington and contribute to local infrastructure, conservation and beautification.

Background

Wellington Heritage Museum

The Wellington Heritage Museum is located in the heart of the village of Wellington. It was built in 1885 as a Quaker Meeting House and now features exhibits on local history.

Highlights include a tribute to the Quakers or “Society of Friends” who played a notable role in the County’s early development. In addition, the Douglas A. Crawford Collection conveys the importance of the canning industry in Prince Edward County.

There were over 75 different canning factories operating here between 1882 and 1996.

Artwork Location

The Friends of the Wellington Heritage Museum proposed garden and parkette will be an elegant space. Created from approximately 5400 square feet, partially shaded by a mature Maple, it should serve as both a venue for social gatherings, performance, and/or quiet meditation. The sculpture will be a focal point of the garden. (See Attachment)

Artwork design parameters

The artwork must adhere to the following design parameters:

The artwork must be an exterior, sculptural installation.

The artwork should contain elements that are representative of the heritage of the Quaker legacy in Wellington, area history or elements of the museum’s collection.

The artwork could be a formal commemorative sculpture or could contain elements that are more interpretive in nature in combination with figurative elements.

Fabricated using high quality, long-lasting materials that are highly resistant to theft, vandalism and weathering and easy to maintain.

Must not pose a risk to public safety (i.e. no sharp points, does not allow climbing to restricted areas, no slip hazards, etc.)

Does not incorporate light, video or sound elements.

Artwork does not restrict visitors movement within the courtyard or compromise accessibility standards.

Eligibility

This competition is open to all professional Canadian artists. Artist collectives and/or artist led teams are also encouraged to apply. The selected artist must be able to travel to Wellington, Ontario for a minimum of **two visits**: one technical consultation meeting and one visit to manage the installation of the artwork and to engage in public dialogue (i.e. artist talk /public unveiling event).

Budget

The budget for this project is \$20,000 CAD (maximum, inclusive of HST). This is the total amount available for all related expenses of this public art project including (but not limited to): artist fees, materials, site preparation, technical consultation, fabrication, installation, any required above or below-grade foundations, insurance, equipment, permit fees, and travel.

To ensure the budget is being maximized, an installation consultation will occur with each short-listed artist.

Selection Process

An independent selection panel comprised of project stakeholders and arts professionals will review all applications based on the following criteria:

- Qualifications and professional experience of artist(s)
- Artistic merit of previous work (as expressed in images submitted)
- Artistic merit of previous work (as expressed in digital images submitted)
- Demonstrated ability to meet deadlines, budgets
- Success in executing projects of a similar scale / complexity to the project outlined in this document.
- The artist(s)' responsiveness to the site and approach to the project (as outlined in the Expression of Interest Statement submitted)
- Quality of references

Two-Stage Process

This competition is a two-stage process. In **Stage One**, the selection committee will review the applications based on the Selection Criteria outlined in this document. The selection committee will choose a maximum of three (3) artists to move forward to Stage Two (short-list). The artists selected for **Stage Two** will be asked to develop a Concept Proposal for the artwork consisting of: artist statement, preliminary design drawings, maquette and draft budget. An honorarium of \$300 will be paid upon completion of the Concept Proposal. The committee may elect to conduct interviews (via video conference or in person) as part of their deliberation process. At the end of Stage Two, the selection committee will select the successful artist based on the merits of the Concept Proposal, technical feasibility and public feedback. The successful artist will then enter into a contract with The County for the artwork creation and installation phase of the project.

Original Work: The artist must guarantee that the artwork is original and does not violate the copyright of any other person.

Estimated Project Time line 2017-2018

| | |
|--|---|
| October 17th 2017 | Deadline for stage one- Expression of Interest |
| By November 7th 2017 | Selection of short list of artists |
| January 30th 2018 | Short listed artists concept proposals due |
| February 14th | Winning artist to enter into contract with County of Prince Edward/Friends of Wellington Heritage Museum |
| May 22nd 2018 | Installation complete, Public launch to be determined |

Submissions

PROPONENTS shall submit one document marked “original” and Three (3) additional copies. Submissions must be delivered to:

The County of Prince Edward,
Clerk’s Office, 2nd Floor
332 Main Street,
Picton, Ontario, K0K 2T0

Submissions must be received no later than 2:00 pm, October 17th, 2017

All projects out for competition are posted on the County website:

www.thecountyca/county-government/department/purchasing/

Application Requirements

Applications must be submitted as a hard copy (letter-sized paper; 8 ½ X 11"). Please do not bind, staple or use cover sheets / folders / binders.

1. Application Form: Page 7 of this document.

2. Expression of Interest Statement: submit a brief statement outlining your interest in this project (**2 pages maximum**). Please include the following information:

- Your approach to creating artwork for the public realm
- How the goals of this project align with your artistic practice
- How your specific skills and experience bring value to this project

3. Curriculum Vitae: outline recent qualifications and artistic activities (**3 pages maximum**)

4. Artwork Samples: A maximum of ten images of your artwork. Please note the following:

- All images must be in high resolution
- Do not embed images in documents such as Word or PowerPoint
- Clearly label images
- Original artwork or slides will not be accepted

5. Image List: A list of the artwork samples submitted. Please include: title of artwork, materials, dimensions, date and location of artwork (if applicable).

6. References: name, address, phone number and email for **2 references** who have been directly involved with your artistic practice and/or past public art projects.

Application Form

Applications are due on or before Tuesday October 17th, 2017 at 2:00 PM. Applications may be in-person or by mail.

Applications must be submitted as a hard copy (letter-sized paper; 8 ½ X 11). Please do not bind, staple or use cover sheets / folders / binders.

Name _____

Address _____

City _____ **Province** _____

Postal Code _____ **Country** _____

Phone (day) _____ **Phone (evening)** _____

Email _____ **Website** _____

The applicant is in agreement with the Eligibility and Selection Criteria, as outlined in this document:

Signature of applicant _____ Date _____

Please Note that Pages 8,9,10 are for reference for this phase of the project (EOI Submission) but will be required elements if the artist is the successful applicant going forward.

ACCESSIBILITY

In accordance with Ontario Regulation 429/07, Accessibility Standards for Customer Service every provider of goods and services shall ensure that every person who deals with a member of the public or participates in the developing of the County's policies, practices and procedures governing the provision of goods and services to members of the public, shall be trained as follows:

1. How to interact and communicate with persons with various types of disability
2. How to interact with persons with disabilities who use assistive devices or require the assistance of a guide animal, or a support person
3. How to use equipment that is available on the premises that may help in the provision of goods or services.
4. What to do if a person with a particular type of disability is having difficulty accessing the provider's goods or services
5. Information on the policies, practices and procedures governing the provision of goods and services to people with disabilities

Contract employees, third party employees, agents and others who deal with members of the public on behalf of the County of Prince Edward must meet the requirements of Ontario Regulation 429/07 with regard to training. If a training policy is not yet in place, please go the following link and complete the training module.

<http://www.mcass.gov.on.ca/mcass/serve-ability/splash.html>



Accessibility for Ontarians with Disabilities Act (AODA)

Accessible Customer Service Training

Company Name: _____

I acknowledge that all staff employed by _____ who may undertake any duties and interact with any persons with disabilities, in the course of this company's contractual obligations with The County of Prince Edward, have reviewed a *Service Ontario video/ on-line training course* outlining the Accessibility for Ontarians with Disabilities Act (AODA) regulations.

As a principle of the contractor employed by The County of Prince Edward, I understand the municipality's requirements to comply with the Customer Service Standard. I will ensure that all future staff hired to assist with this company's contractual obligations will receive similar training as soon as they are hired, to meet these ongoing requirements.

Name: _____

Signature: _____

Date: _____

General Liability Insurance

Prior to commencement of work the SUPPLIER must provide proof of **\$2,000,000 (two million)** General Commercial General Liability Insurance including coverage for public liability, property damage, all his trucks, vehicles and machines; also, any vehicles or equipment hired by him, and used in connection with this work. The Corporation of the County of Prince Edward must be shown as additional insured on the policy.

Automobile/Equipment Insurance

The SUPPLIER/CONTRACTOR will effect at his/her own expense (including the cost of deductibles) and maintain and keep in force during the term of this agreement, automobile/equipment insurance coverage naming The Corporation of the County of Prince Edward as an insured, including a cross-liability provision in favour of The Corporation of the County of Prince Edward, against claims for personal injury, death, property damage or loss, arising from an accident or occurrence relating to this agreement, in an amount of not less than Two Million Dollars (**\$2,000,000.00**) in respect of each claim or occurrence. The insurance policy as required herein shall be in force during the terms of the contract.

Workplace Safety & Insurance Board

- a) The successful Proponent shall furnish a WSIB Clearance Certificate indicating their WSIB firm number, account number and that their account is in good standing. This form must be furnished prior to commencement of work. The successful Proponent further agrees to maintain their WSIB account in good standing throughout the contract period.
- b) Clearance certificates should be renewed every ninety (90) days during the term of the Contract.
- c) If the successful Proponent is a self-employed individual, partner or executive officer who does not pay WSIB premium and is recognized by WSIB as an "independent operator" a letter from WSIB acknowledging independent contractor status and confirming that WSIB coverage is not required must be provided to the County prior to commencement of work.

WELLINGTON HERITAGE MUSEUM
GARDEN PARKETTE CONCEPT

