

Appendix A

Artwork Project Plan

This document outlines key objectives, budget, timeline, artist selection, and deliverables for a proposed public artwork project.

Complete **Sections 1–11** prior to project start and present to the **Art in Public Places Advisory Board (APP)** for final approval. This form will accompany the APP's recommendation to County Council and will be updated as the project progresses.

1. Name of Project/Working Group: _____ **Justice Center Wall Art Project (No group formed)** _____

2. Working Group Members

Role	Name
a. APPB Member	_____ All APPB Members _____
b. APPB Member (Optional)	_____
c. Affected Location Representative	_____
d. Other Interested Party (Optional)	_____
e. Other Interested Party (Optional)	_____

3. Introduction – Project Overview

Describe the artistic opportunity, project background, goals, how it originated, its fit in the Los Alamos Public Art Collection, and any other important context.

Project Introduction:

This project began in response to public comment related to a proposed project at the Los Alamos Golf Course. Public comment suggested that an alternative location to the golf course, in a more public location, was desirable to completing the project at the golf course. Due to Board interest in the artist's work and potential involvement of the community in the project, an alternative site was selected.

4. Site and Context

Describe the proposed location and any associated capital projects, plans, or site-specific considerations.

Site Description:

The proposed location of the project is along the Justice Center wall along Trinity Drive near the corner of Trinity Dr and Oppenheimer Dr. This location was selected based on public comment requesting a more publicly visible location an art installation.

5. Artist Selection Process

a. Proposed Method for Artist Solicitation (Check one):

- ☐ Open Call for Art (RFQ)
- ☐ **Artist Invitation**
- ☐ Direct Selection (explain rationale below)
- ☐ Completed Work of Art (explain rationale below)

If Direct Selection or Completed Work is chosen, provide rationale:

If there is a potential, perceived, or direct conflict of interest, provide details (see Appendix C for COI definition):

b. Selection Process Details:

Describe number of finalists, whether proposals or interviews are required, if artists will be compensated for proposals and any other details deemed appropriate for this section.

This project originated with the Golf Course Retaining Wall Art Proposal Call for Art. That Call for Art received 5 proposals, with J Muzacz's standing out as the desired proposal. Following public comment, it was determined that an alternative site was desired by the public, as well as modifications to the artist's proposal. To obtain multiple ideas, with community input on flora and fauna used in the proposal, APPB invited J Muzacz to enter into a contract with the County to submit proposals that specifically address public comment.

6. Artist's Scope of Work

Describe the artist's expected responsibilities (e.g., design, fabricate, install, participate in planning meetings).

Scope of Work:

The artists scope of work is to submit three designs that incorporate public comment into the selection of flora and fauna. One design should focus on a narrative landscape approach, while the other two will follow a similar style to the original proposal. Budget not to exceed 10% of the original quote of \$78,5000.

7. Evaluation Criteria

All proposals will be evaluated using the criteria below. Add any project-specific criteria as needed.

Standard Criteria:

- The work of art must be located in a public place with public visibility and impact.
- The work of art shall have a permanence generally of at least twenty (20) years, and shall be likely to remain a thing of value for this time period given appropriate site selection and maintenance.

- The work of art shall enhance the environment of the County.
- Quality and craftsmanship.
- Artist’s reputation and/or recognition.
- Appropriateness for intended location.
- Long-term maintenance needs, based on artist’s description and/or County’s maintenance and restoration Contractor.
- Environmental impact (light, sound, exposure).
- Security and vandalism resistance.
- Public safety.
- Community input.

Additional Criteria for This Project:

8. Project Timeline

a. Artist Selection Timeline:

b. Design, Fabrication, Installation Timeline:

9. Budget

Break down the full project budget, including artist selection, design, fabrication, installation, signage/plaques, events, outreach, and contingency. Include an explanation of how this budget was determined (e.g. by allocating 1% from a specific capital project budget, based on the costs of similar projects, etc.)

Total Budget: \$ _____

Breakdown and Explanation:

10. Anticipated Hurdles

Identify any challenges related to permitting, installation, coordination, or logistics.

Potential Hurdles:

11. Community Engagement, Marketing & Communications

a. Marketing and Outreach Strategy:

Describe methods to communicate with the public and promote the project.

b. Community Input Survey Questions:

List proposed questions for gathering community feedback.

Sections 12–16: To Be Completed During and After the Project

12. Appraisal or Conservator Report (If Applicable)

a. Findings: *(attach documents if available)*

b. Justification for Purchase *(if cost and value significantly vary):*

13. Pacific Coast Maintenance and Restoration Information, Recommendations and Requirements *(if applicable)*

Details:

14. Recommendation to County Council

Select one:

☐ **Do NOT recommend; project cancelled.**

Explanation: _____

☐ **Recommend to Council** *(note: include this document in the agenda packet for the Council's agenda item)*

Important Details: _____

15. Closing of Working Group

Once the project has been either cancelled or approved by County Council, the Working Group may be disbanded. Details regarding the purchase, installation, and celebration can then be coordinated with the staff liaison, individual APPB members, and/or the appropriate County staff.

16. Closing of Project

Provide a narrative on project closure (e.g., completed, installed, celebrated, cancelled).

Closure Summary:
