

## 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.

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**1. Name of Project/Working Group:** \_\_\_\_\_ **Police Station Art Project** \_\_\_\_\_

#### 2. Working Group Members

Role	Name
a. APPB Member	_____Jasmine Stephens_____
b. APPB Member (Optional)	_____Tim Foley_____
c. Affected Location Representative	_____James Rodriguez_____
d. Other Interested Party (Optional)	__Chelsea Ashcraft_____
e. Other Interested Party (Optional)	__Russell Naranjo_____

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#### 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:*

Due to issues with roof drainage, the memorial at the police station will have to be removed and relocated. Though the county will take care of the memorial wall and the plaques that go with it, Deputy Chief Rodriguez has asked APP to assist with an art installment to make the memorial area more attractive to those who pass by.

#### 4. Site and Context

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

*Site Description:*

Outside of the main police station entrance- in between the Justice Center signage and the door for the police storage.

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#### 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:*

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

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## **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.

Three finalists will be considered. A combination of interviews and proposal submissions should be requested. Only submissions that meet the “desires” of the project will be considered. The artwork requested must be police related and preferably a lion.

## **6. Artist’s Scope of Work**

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

*Scope of Work:*

Scope of work for the artist includes design, fabrication, and collaboration such as attending meetings to further discuss the needs of LAPD for this work of art.

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## **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:**

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## 8. Project Timeline

### a. Artist Selection Timeline:

Before completion of the drainage project

### b. Design, Fabrication, Installation Timeline:

Before the next police memorial ceremony. May 2026

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## 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:* between \$50000-75000\_

*Breakdown and Explanation:*

Based on research by Jasmine and James, we have found that artwork similar to what we are looking for is priced for about \$35000-50000. We would like to increase this limit in hopes of attracting a wonderful artist who will work with us on this project.

## 10. Anticipated Hurdles

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

*Potential Hurdles:*

We do not anticipate hurdles for this project but challenges may arise with the coordination of installation. Facilities will have an area created as well as the other elements for the project. We need to secure the art and make sure it gets to the police station.

## 11. Community Engagement, Marketing & Communications

### a. Marketing and Outreach Strategy:

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

Facebook posts, articles in the papers and word of mouth will help promote.

### b. Community Input Survey Questions:

List proposed questions for gathering community feedback.

TBD

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

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## 12. Appraisal or Conservator Report (If Applicable)

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

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

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

*Details:*

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## 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:* \_\_\_\_\_

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## 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:*

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