

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: _____ **PEEC Nature Center Sculpture** _____

2. Working Group Members

Role	Name
a. APPB Member	_____ Tim Foley _____
b. APPB Member (Optional)	_____
c. Affected Location Representative	_____ Nancy Sauer _____
d. Other Interested Party (Optional)	_____ Kristen Dors _____
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:

The project was proposed by members of the PEEC board. It is meant to commemorate the founding of the PEEC organization and having been in operation for 25 years. The piece was originally envisioned as being a rock based sculpture but after some discussion it was decided that 3 pieces would be presented to the public to vote on during the PEEC annual Earth Day celebration. A notional budget of 10k was proposed to the PEEC participants of the working group and it was agreed that they would identify the pieces and present the pieces to the PEEC board for consideration. The PEEC board selected three pieces which were then presented to the APPB board. The APPB board then approved the pieces and they were voted on by members of the community at the Earth Day celebration. Additionally, an online poll was put in place. The results of the poll were collated.

4. Site and Context

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

Site Description:

TBD

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:

Based on the timeline and the budget it was determined that selecting from pre-existing art works would be the best fit for the project.

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.

6. Artist's Scope of Work

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

Scope of Work:

Artist is expected to provide the artwork on completion of the procurement and to make recommendation for appropriate exhibition environments, maintenance, and any other pertinent information in regards to display or context for the piece.

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: \$____ 10k for procurement, 5k for install _____

Breakdown and Explanation:

10. Anticipated Hurdles

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

Potential Hurdles:

None

11. Community Engagement, Marketing & Communications

a. Marketing and Outreach Strategy:

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

Voting at Earth Day, online polling

b. Community Input Survey Questions:

List proposed questions for gathering community feedback.

Survey completed before form became available

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:
