

ART SELECTION COMMITTEE – FIRE HALL IMPROVEMENTS
AND RAMP TWO RESTROOM PROJECTS
491 E. PIONEER AVENUE
HOMER, ALASKA

MAY 15, 2018
TUESDAY, 3:30 P.M.
CITY HALL COWLES COUNCIL CHAMBERS

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**
- 4. PENDING BUSINESS**
- 5. NEW BUSINESS**
 - A. Election of Chair and Vice Chair **Page 3**
 - B. Review and Recommendation for Placement of Art **Page 5**
 1. Project Site Drawings
 - C. Review and Recommendation on Draft Request for Proposal Documents **Page 17**
 1. Draft Advertisement pg. 19
 2. Draft Request for Proposal pg. 21
 3. Draft RFP Scoring Form pg. 29
 4. Sample Contract pg. 31
 - D. Memorandum from Deputy City Clerk re: Establishing Meeting Schedule **Page 35**
- 6. INFORMATIONAL MATERIALS**
 - A. Requirements of the 1% for the Arts Program **Page 37**
 1. 1% for the Arts Program
 2. State of Alaska Statute 35.27 Art Works in Public Buildings and Facilities
 3. Homer City Code, Chapter 18.07 Funds for Works of Art in Public Places
- 7. COMMENTS OF THE AUDIENCE**
- 8. COMMENTS OF THE STAFF**
- 9. COMMENTS OF THE COMMITTEE**
- 10. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _____**
_____, 2018 AT _____ P.M. All meetings scheduled to be held in the
Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer,
Alaska.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 8, 2018
SUBJECT: SELECTION OF A CHAIR AND VICE CHAIR

As most of you sitting on the committee know there is normally a chair and vice to conduct the business of the committee. Our short term Committees are no exception

We will progress with accepting nominations or Volunteers for the role of the chair first then proceed to Vice Chair.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 8, 2018
SUBJECT: REVIEW AND RECOMMENDATIONS FOR PLACEMENT OF ART

Contained in the following pages are the drawings for the Ramp Two Restroom Replacement project.

Following the program committee members are to review the drawings and determine where art could be placed within the building or artistic features included in the construction of the facility. Suggestions have been included for the committee's consideration.

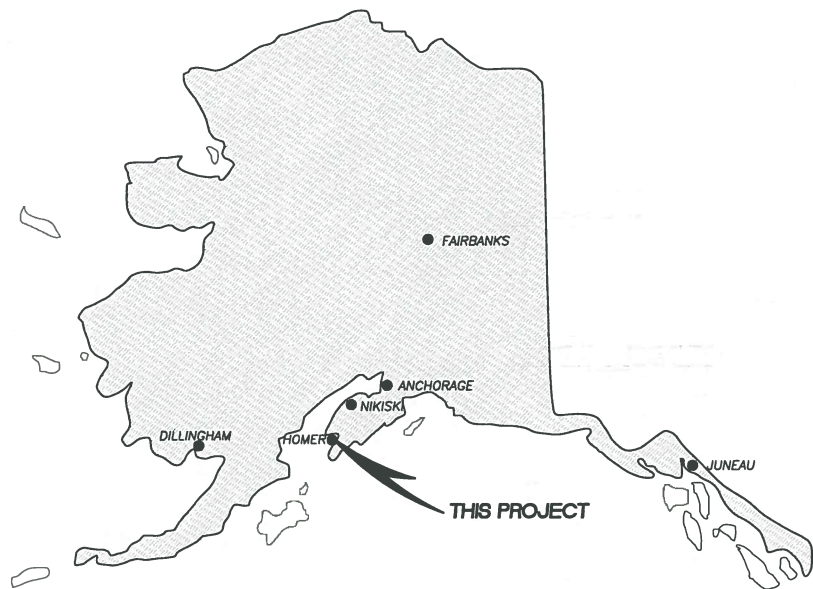
Carey Meyer, Public Works Director can provide some input on the public art requirement for the Fire Hall Improvement Project since that project is complete art will not be able to be incorporated in the construction aspects of the project.

Recommendation

Review drawings, discuss projects and make a motion to include the various locations within the project.

CITY OF HOMER

HARBOR RAMP 2 RESTROOMS



LOCATION MAP



CITY COUNCIL MEMBERS

DONNA ADERHOLD
SHELLEY ERICKSON
RACHEL LORD
HEATH SMITH
TOM STROOZAS
CAROLINE VENUTI

MAYOR

BRYAN ZAK

CITY MANAGER

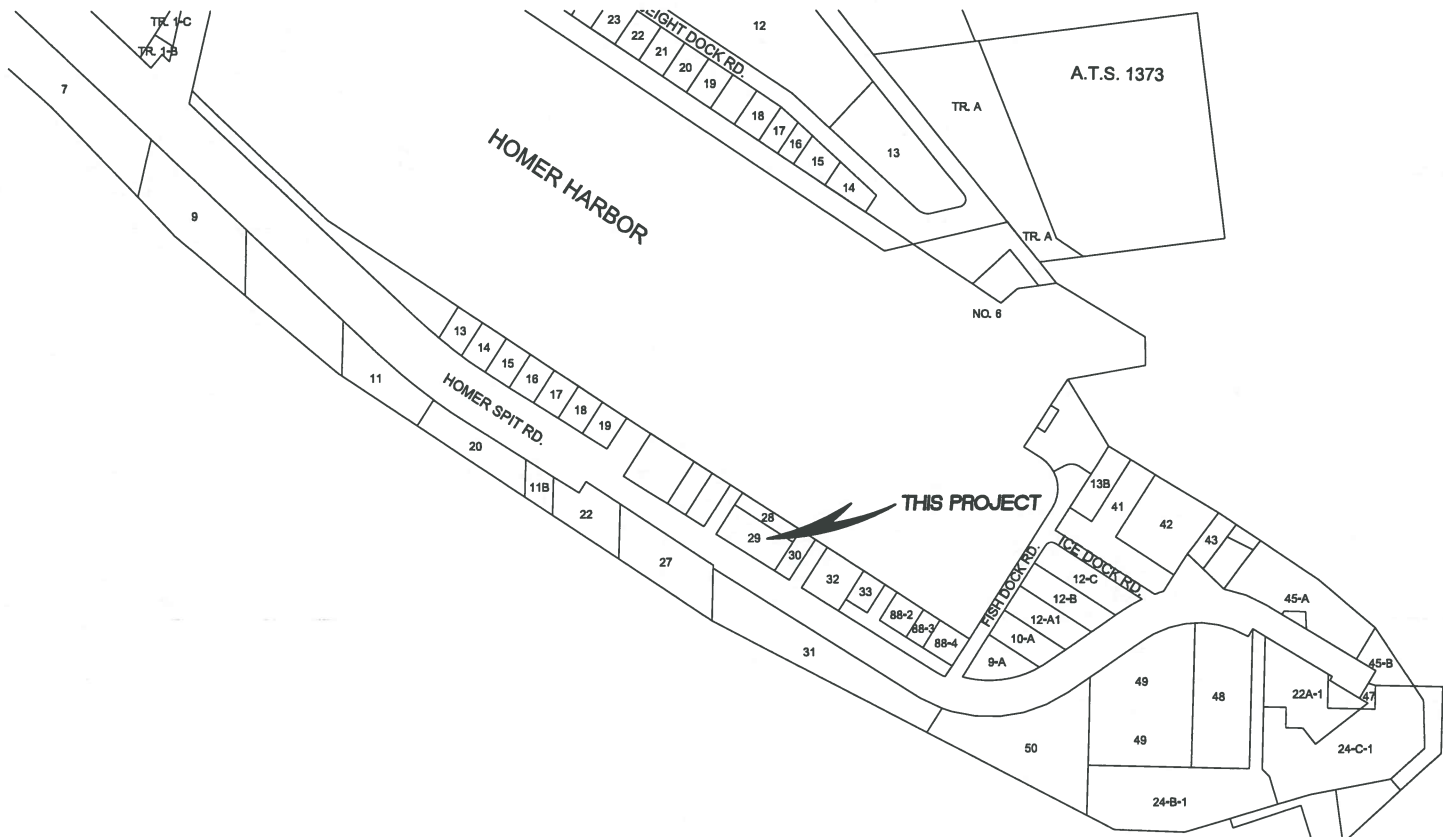
KATIE KOESTER

PUBLIC WORKS DIRECTOR

CAREY S. MEYER, P.E.

DRAWING INDEX

<u>LABEL</u>	<u>SHEET</u>
SITE PLAN	C1.1
DETAILS	C2.1
STRUCTURAL NOTES + SPECIFICATIONS	S1.1
FOUNDATION PLAN	S2.1
FLOOR PLAN	S2.2
ROOF FRAMING PLAN	S2.3
BUILDING SECTIONS	S3.1
BUILDING ELEVATIONS	S4.1
BUILDING ELEVATIONS	S4.2
TRUSS PROFILES	S5.1
DETAILS	S6.1
DETAILS	S6.2
FINISH SCHEDULE	S7.1
FINISH ASSEMBLIES	S7.2
MECHANICAL NOTES AND SYMBOLS	M1.0
MECHANICAL EQUIPMENT SCHEDULE	M1.1
HOT + COLD WATER PLAN	M2.0
DRAIN + VENT PLAN	M2.1
HEATING PLANS	M3.0
VENTILATION PLAN	M4.0
MECHANICAL DETAILS	M5.0
POWER PLAN	E1.0
LIGHTING PLAN	E2.0
ONLINE AND SCHEDULES	E3.0
LEGEND AND SCHEDULES	E3.1



VICINITY MAP

65% REVIEW

NO.	REVISION	DATE

CONSULTING ENGINEERS
STRUCTURAL/CIVIL
155 BIDARCA ST
KENAI, AK 99611
TEL: (907) 283 - 3583
NELSONENGINEER@ALASKA.NET



RAMP 2 RESTROOMS
CITY OF HOMER
HOMER, ALASKA
SITE PLAN

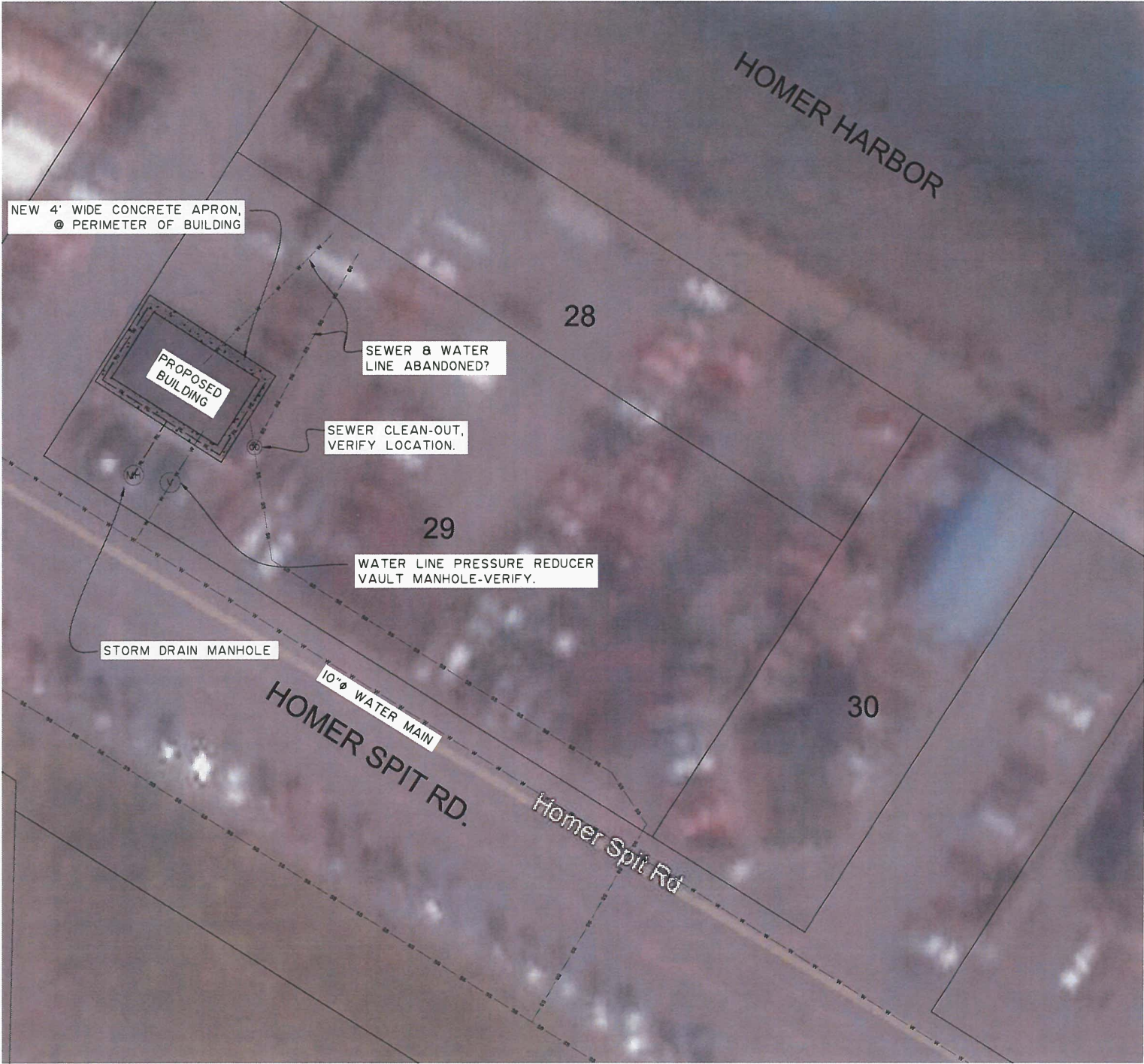
PROJECT NO.
1804
DRAWN BY:
CAM
CHECKED BY:
MJD
DATE: 04/16/18
SCALES: NOTED
HORIZ. NOTED
VERT. NOTED
SHEET
C11
1 OF 14

LEGEND

PROPOSED (P)	EXISTING (E)		
— SS —	— SS —	UTILITY — SEWER LINE	
— W —	— W —	UTILITY — WATER LINE	
— RL —	— RL —	RAIN LEADER	
		CONCRETE	
		ASPHALT	
		BUILDING LINE	
	(CB)	CATCH BASIN	
	(MH)	MANHOLE	
	(CO)	CLEAN OUT	

GENERAL NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION OF ALL SITE FEATURES. IF THE CONTRACTOR ENCOUNTERS CONDITIONS OTHER THAN THOSE SHOWN ON THE PLANS, HE SHALL IMMEDIATELY CONTACT THE ENGINEER FOR DIRECTIONS.
2. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE. ACTUAL DEPTH, NUMBER AND LOCATION UNKNOWN. BURIED UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATION, IDENTIFYING, AND WORKING AROUND ALL UTILITIES WITHIN THE PROJECT LIMITS AT NO ADDITIONAL COST TO THE OWNER. CALL FOR LOCATES PRIOR TO EXCAVATION, ALASKA DIGLINE 1-800-478-3121.
3. DEMOLITION OF EXISTING STRUCTURE BY OTHERS. DEMOLITION INCLUDES REMOVAL OF STRUCTURE AND CONTENTS DOWN TO FLOOR SLAB/FOUNDATION.
4. CONTRACTOR TO PROVIDE ASBUILTS & O&M MANUALS TO OWNER PER SPECIFICATION.



A
C11

SITE PLAN

SCALE: 1"=24' (22x34)/ 1"=48' (11x17)



65% REVIEW

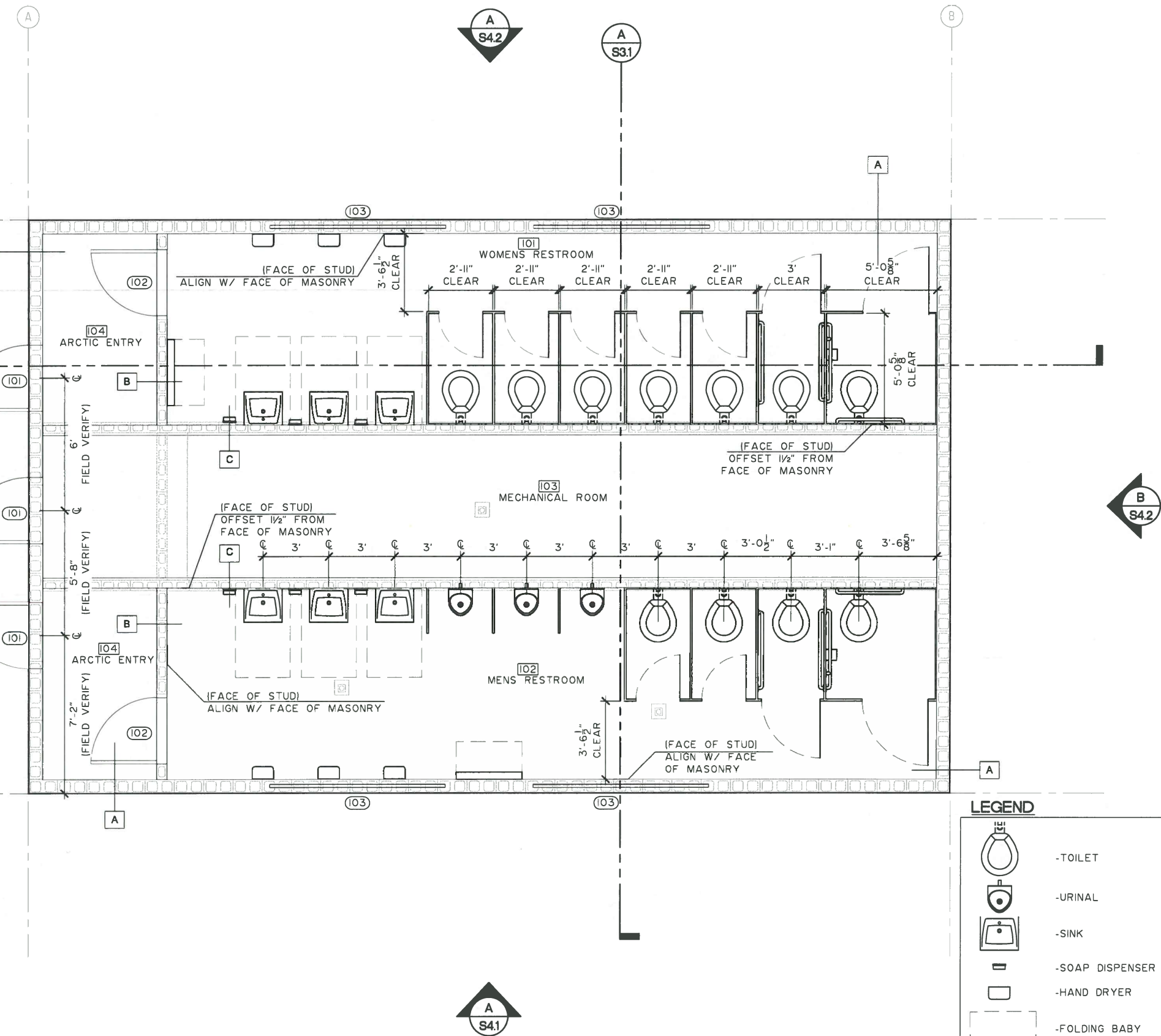
NO.	REVISION	DATE

CONSULTING ENGINEERS
STRUCTURAL/CIVIL
155 BIDARCA ST
KENAI, AK 99611
TEL. (907) 283 - 3583
NELSONENGINEER@ALASKA.NET



RAMP 2 RESTROOMS
CITY OF HOMER
HOMER, ALASKA
FLOOR PLAN

PROJECT NO.
1804
DRAWN BY:
CAM
CHECKED BY:
MJD
DATE: 04/16/18
SCALES: NOTED
HORIZ. NOTED
VERT. NOTED
SHEET
5 OF 14



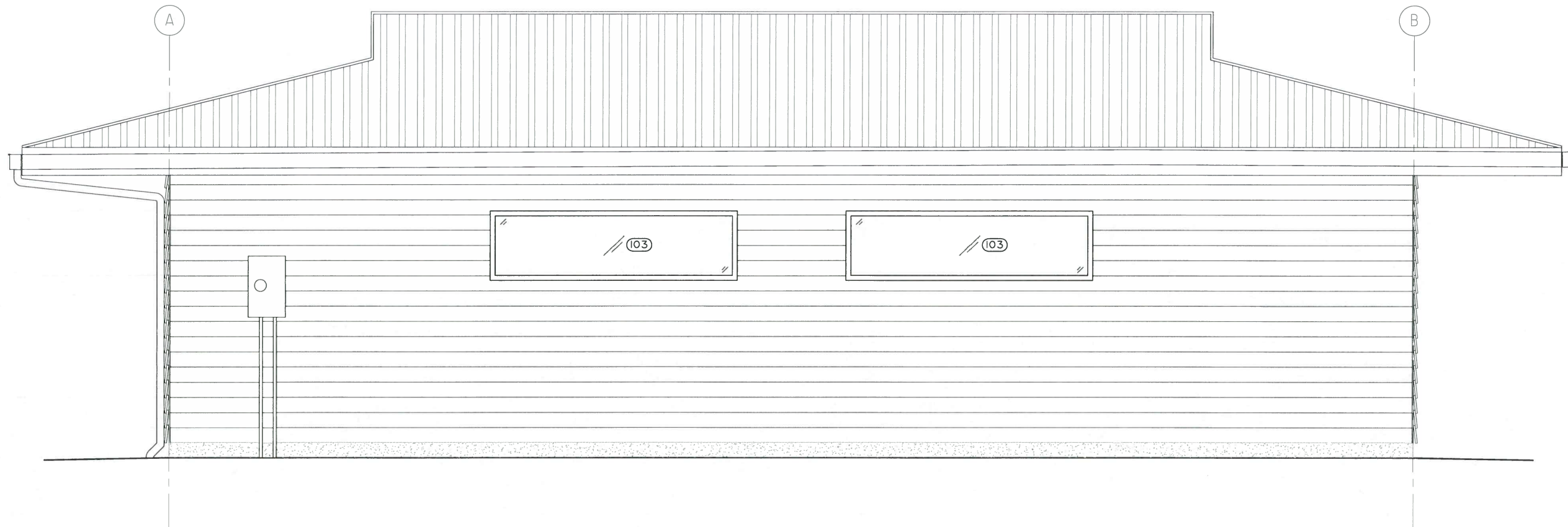
2012 IBC CODE DATA	
OCCUPANCY GROUP	B
CONSTRUCTION TYPE	V-B
ALLOWABLE AREA PER STORY	I STORY - 9000SF
NUMBER OF STORIES	I STORY
BLDG AREA	1092 SF
B OCCUPANT LOAD	1092SF/100SF = 11
EXITS REQUIRED	1
EXIT WIDTH REQUIRED	32 INCHES
MAX ALLOWED EXIT DISTANCE	200 FEET
ACTUAL EXIT DISTANCE	42 FEET

FLOOR PLAN
SCALE: 3/8"=1'-0" (22x34)/ 3/16"=1'-0" (11x17)
PLAN NORTH TRUE NORTH

LEGEND

- TOILET
- URINAL
- SINK
- SOAP DISPENSER
- HAND DRYER
- FOLDING BABY CHANGING TABLE
- OPENING PER SCHEDULE ON SHEET S7.1
- ROOM FINISH PER SCHEDULE ON SHEET S7.1
- WALL ASSEMBLY PER SHEET S7.2

NOTE:
1.) SOAP DISPENSERS PROVIDED BY & INSTALLED BY CITY.
2.) HAND DRYERS PER ELECTRICAL



A BUILDING ELEVATION - SOUTH
 S4.1 SCALE: 1/2"=1'-0" (22x34)/ 1/4"=1'-0" (11x17)



B BUILDING ELEVATION - WEST
 S4.1 SCALE: 1/2"=1'-0" (22x34)/ 1/4"=1'-0" (11x17)

65% REVIEW

NO.	REVISION	DATE

CONSULTING ENGINEERS
STRUCTURAL/CIVIL
 155 BIDARCA ST
 KENAI, AK 99611
 TEL. (907) 283 - 3583
 NELSONENGINEER@ALASKA.NET



RAMP 2 RESTROOMS
 CITY OF HOMER
 HOMER, ALASKA
 BUILDING ELEVATIONS

PROJECT NO.
1804
 DRAWN BY:
CAM
 CHECKED BY:
MJD
 DATE: 04/16/18
 SCALES: NOTED
 HORIZ. NOTED
 VERT. NOTED
 SHEET **S4.1**
 8 OF 14

65% REVIEW

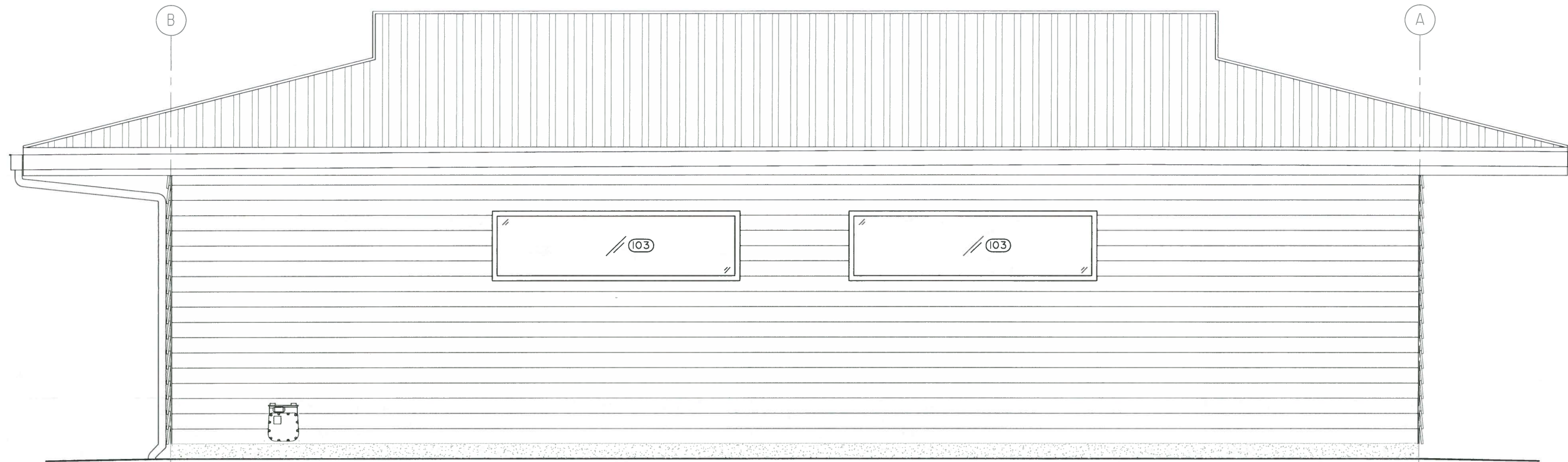
NO.	REVISION	DATE

CONSULTING ENGINEERS
STRUCTURAL/CIVIL
155 BIDARCA ST
KENAI, AK 99611
TEL. (907) 283 - 3583
NELSONENGINEER@ALASKA.NET

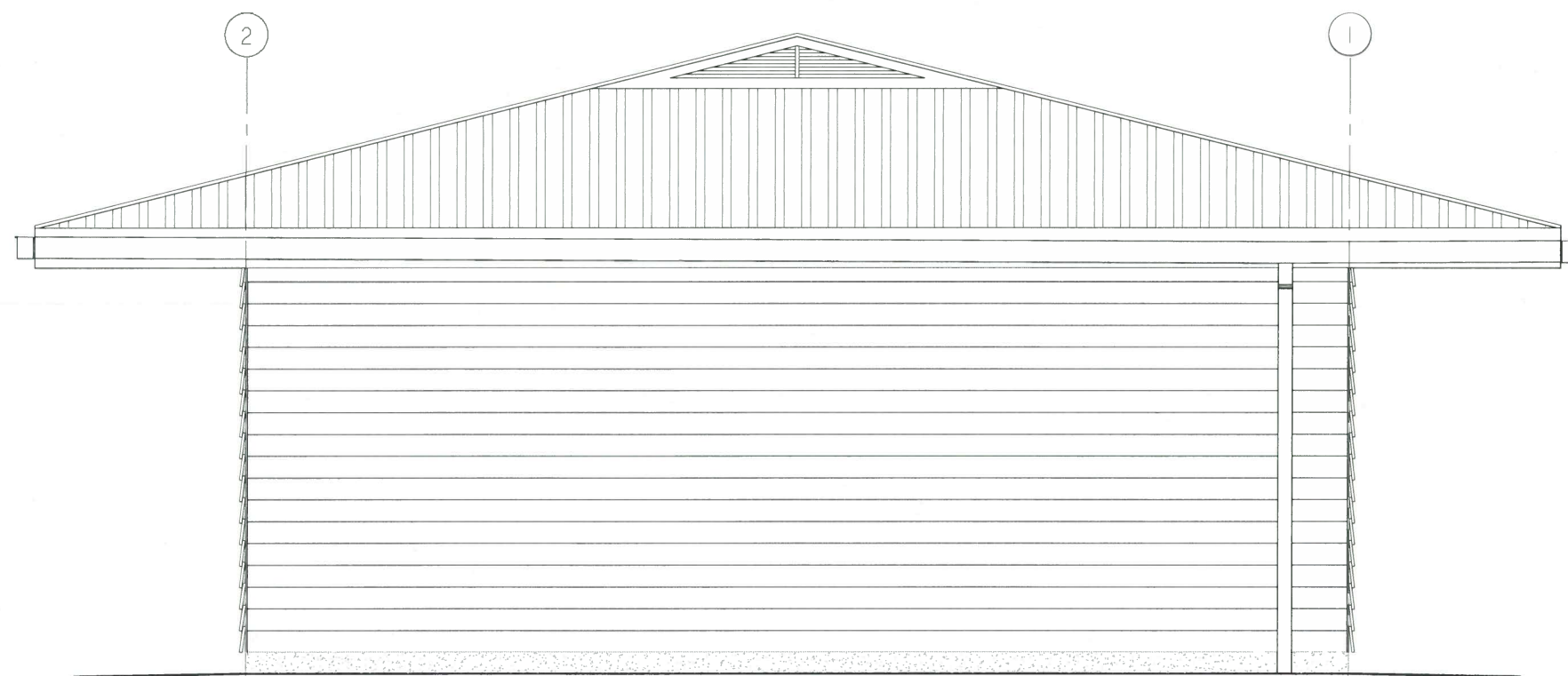


RAMP 2 RESTROOMS
CITY OF HOMER
HOMER, ALASKA
BUILDING ELEVATIONS

PROJECT NO.
1804
DRAWN BY:
CAM
CHECKED BY:
MJD
DATE: 04/16/18
SCALES: NOTED
HORIZ. NOTED
VERT. NOTED
SHEET
S4.2



A BUILDING ELEVATION - NORTH
S4.2 SCALE: 1/2"=1'-0" (22x34)/ 1/4"=1'-0" (11x17)



B BUILDING ELEVATION - EAST
S4.2 SCALE: 1/2"=1'-0" (22x34)/ 1/4"=15'-0" (11x17)



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 8, 2018
SUBJECT: REVIEW AND RECOMMENDATION ON DRAFT REQUEST FOR PROPSAL
DOCUMENTS

Following are the documents related to the Request for Proposal (RFP) that will be issued by the city in the coming weeks.

Recommendation

Review the documents, discuss dates according to the 1% for Art Program and make recommendations accordingly. There is a preference to make recommendations by motion.

CITY OF HOMER
REQUEST FOR PROPOSALS
INCORPORATING ART INTO THE NEW RAMP TWO RESTROOM
ON THE HOMER SPIT AND THE RENOVATED FIRE HALL FACILITY

Proposals to provide art or to incorporate art into the Ramp Two Restroom Project on the Homer Spit adjacent to the new Boathouse Public shelter and the newly renovated Homer Volunteer Fire Station Facility will be received at the Office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska, until **4:30 P.M., Thursday, date to be determined.** The intent of this proposal is to provide an opportunity for artists and interested persons to present ideas on how art can be incorporated into the building and/or the surrounding site. The proposals will be evaluated by the Art Selection Committee utilizing the City's 1% for Art Funding designated for these projects. All ideas and concepts will be considered. Expect that more than one art piece or idea will be funded with the available dollars.

A project site visit will be held on **Date & Time** to physically view the project sites, interior and exterior locations. Proposers interested in attending are directed to meet **list location and person.**

Proposals received after the time fixed for the receipt of proposals shall not be considered. Respondents not on the plan holder's list shall be deemed unresponsive and shall not be considered. The City shall not accept faxed proposals.

The Request for Proposals package and Plan Holder registration form is posted on the City website: <http://www.cityofhomer-ak.gov/rfps>. Paper copies of the Proposal Documents may be purchased at the Office of the City Clerk upon payment of \$10 per set (\$15 for overnight delivery). All fees are non-refundable.

For proposal submittal questions contact: City Clerk's Office, City of Homer 491 E. Pioneer Avenue, Homer, Alaska 99603 or clerk@cityofhomer-ak.gov or 907-235-3130

Please direct all technical questions regarding this project to: Carey Meyer, Public Works Director, City of Homer Public Works Department, 3575 Heath Street, Homer, AK 99603 or 907-235-3170

The City of Homer reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award the contract to the respondent that best meets the selection criteria based on the recommendations of the selection committee.

Dated this ____ day of _____, 2018

CITY OF HOMER

Katie Koester, City Manager

Advertisement:

Homer News
Clarion
Anchorage Daily News

Fiscal Note:

REQUEST FOR PROPOSAL
By the City of Homer, Alaska

INCORPORATING ART INTO THE NEW RAMP TWO RESTROOM
ON THE HOMER SPIT AND THE RENOVATED FIRE HALL FACILITY

The City of Homer, Alaska is requesting proposals from artists and other interested parties to provide art, artist services or ideas for incorporating art into the new Ramp 2 Restroom Facility on the Homer Spit and the newly renovated Fire Hall Facility. Proposals will be received at the City Clerk's Office, City Hall until **4:30 p.m., Thursday, JUNE XX, 2018.** Proposals received after this date and time will not be accepted. The City reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals and to enter into an agreement with the respondent(s) that best meet the selection criteria as determined by the Art Selection Committee.

The following subjects are discussed in this Request for Proposal (RFP) to assist you in preparing your proposal.

- I. Introduction
- II. Scope of Services
- III. General Requirements
- IV. Proposal Format and Content
- V. Evaluation Criteria and Selection Process

I. INTRODUCTION

THE CHALLENGE: The City is currently in the process of completing the design for a new **9000** square foot one story restroom facility located in the vicinity of Ramp 2 on the Homer Spit. The City has made incorporation of art in municipal buildings a priority and has dedicated **\$4200.00** for the incorporation of art into this project.

Additionally the City has completed renovations to the Fire Hall building and has dedicated **\$6,976.80** to incorporate public art into this facility.

OPPORTUNITY: To create public buildings that will provide essential services for visitors to the City of Homer Port & Harbor and will serve the essential functions of Fire Services. The City of Homer already demonstrates their appreciation of the arts, which has become a distinguishing characteristic of this community, by displaying a host of various works of art in a multitude of mediums.

ANTICIPATED PROJECT DATES: The following dates represent the project timeframe and are subject to change based on the overall project completion date, selected location(s) or additional factors that are or may be unknown at this time.

Advertisement Dates:
Week of **May XX, 2018**
Week of **May XX, 2018**
May XX, 2018 (Clarion or Anchorage papers)

Deadline for Submittal of Proposals:
June XX, 2018

Proposals Submitted to Selection Committee:
June XX, 2018

Proposals Reviews and Comments Returned to Staff:
June XX, 2018

Selection Committee Meeting for Review and Selection:
June XX, 2018 @ time p.m.
June XX, 2018 @ time p.m.

Finalists Interviews if Required:
Week of July XX, 2018

Recommendation to City Council:
No Later than July XX, 2018

Award by Council:
July 23, 2018 or August 13, 2018

Project Installation and Building Open House:
By

II. **SCOPE OF SERVICES**

The Selection Committee will consider, but is not limited to, one or more of the following sites for placement of works of art. Artists are encouraged to submit one or more concept or proposals for the projects. Artists may submit proposals for each project.

Building Exterior Areas:
Entryways
Exterior Walls
Central Green Space located in front of building

(See attached Site Plan showing the potential art placement areas described above)

Building Interior Areas:
Entryways
Public Reception and Waiting Area
Conference Rooms
Floors

(See attached Floor Plan showing the potential art placement areas described above and front and back exterior building elevations)

The amount of the commission will be up to **\$6976.80 for the Fire Hall Improvement Project** and **\$4200.00 for the Ramp 2 Restroom Project**, in one or more individual awards which must cover all costs of design, engineering (if needed), fabrication, installation, special lighting and an identifying plaque. State laws related to public construction, including insurance, bonding and payment of prevailing wages rates may apply.

III. GENERAL REQUIREMENTS

The following information is presented as a guideline for the preparation of the proposals:

a. To achieve a uniform review process and obtain the maximum degree of comparability it is required that the proposals be organized in the manner specified below. Proposals that do not address the items listed in this section may be considered incomplete and may be deemed non-responsive by the Art Selection Committee.

b. Interested firms/artists shall submit on (1) 8 ½" x 11" original, and six (6) copies of completed proposals in an opaque envelope marked as follows:

RAMP TWO RESTROOM 1% FOR ART
REQUEST FOR PROPOSALS
HOMER, ALASKA

AND/OR

FIRE HALL RENOVATION 1% FOR ART
REQUEST FOR PROPOSALS
HOMER, ALASKA

c. The proposals shall be addressed to:

City of Homer
Attn. City Clerk's Office
491 E. Pioneer Avenue
Homer, Alaska 99603

Proposals shall be received at the office of the City Clerk until **4:30 p.m., Thursday, June XX, 2018.** Proposals received after this date or time will not be accepted.

d. Direct questions regarding this proposal to City Clerk's Office, City of Homer, 907-235-3130 or clerk@ci.homer.ak.us

e. Direct questions regarding the building or site to Carey Meyer, Public Works Director, Public Works Department, City of Homer, 907-235-3170 or cmeyer@ci.homer.ak.us

f. Proposal envelopes must have the artist/company name on the exterior of the envelope.

IV. PROPOSAL FORMAT AND CONTENT

1. Letter of Transmittal (2 Pages Maximum) – The transmittal letter shall identify the project or idea for which the proposal has been prepared; briefly state your understanding of the services to be provided; make a positive commitment to provide the services specified; and give the name, title, address and phone number of the contact person(s) proposing to provide art or artistic involvement.

2. Proposal Narrative (6 pages maximum) – The proposal narrative shall provide the following information:

A. If you have existing art that you are proposing to be incorporated into the project – At a minimum, you should address the following:

- Ø Photos of the art work, brief description of the dimensions, colors, approximate budget and the location for the installation of the piece.
- Ø A current resume of the artist
- Ø A minimum of three photos of other works completed by the artist
- Ø A self-addressed stamped envelope for the return of these documents if required.

B. If you are an artist proposing to provide new art for the project – at a minimum you should address the following:

- Ø A brief description of the proposed art work or thumbnail sketch (copy, collage, handwritten notes are all acceptable) describing the location, dimensions, materials, colors and approximate budget.
- Ø A current resume of the artist
- Ø A minimum of three photos or slides of other works completed by the artist
- Ø A self-addressed stamped envelope should be provided for return of above materials if needed.

C. If you have an idea for incorporating art into the project – at a minimum you should address the following:

- Ø A brief description of the proposed artwork or thumbnail sketch (copy, collage, handwritten notes are all acceptable) describing the location, dimensions, materials, colors and approximate budget.
- Ø A self-address stamped envelope should be provided if return if the materials if needed.

The thumbnail sketches should be designed to encourage more ideas and concepts without consuming a lot of the proposers time. Color is preferred but not required.

No submissions in binders or notebooks please.

V. EVALUATION CRITERIA AND SELECTION PROCESS

A. EVALUATION:

Submitted proposals will be reviewed by the Art Selection Committee established for this project.

- The Art Selection Committee will be able to pick up copies of the proposals received and the Scoring Sheets no later than **Friday, June XX, 2018** for their review and scoring.
- All comments and scoring sheets are to be returned to staff no later than the following **Wednesday, June XX, 2018, at 12:00 p.m.**
- Meetings are tentatively scheduled for **June XX, 2018**
- Target date for Council award no later than **Monday, July 23, 2018 or August 13, 2018**

The Art Selection Committee will make their recommendations to the City Council for approval. The City of Homer reserves the right to reject any and all proposals submitted and shall not be liable for any costs incurred by any proposer in response to the request for proposal.

The proposals will be reviewed using any or all of the following, but is not limited to the following:

1. Proposal Requirements - All requirements outlined in the Request for Proposal have been followed and/or are included in the proposal package.
2. Any other information required by the request for proposals document.
3. Concept of the Proposal
4. Proposer interest or willingness in collaboration or working within a team approach.
5. Proposers experience or interest in working in the public realm or outside a studio setting.
6. Ability of the Proposer to meet time deadlines and schedules.
7. Quality of previous work of the proposer.
8. Is the proposed artwork designed and constructed by persons experienced in the production of such artwork and recognized by critics and peers as one who produces works of art.
9. Does the proposed work of art aesthetically enhance the public space or built environment to which it relates or otherwise interacts with its surrounding environment?
10. Does the proposed work of art add to the local identity and profile in the context of the City of Homer?
11. Is it specifically designed for its site (location) and is commensurate in scale with its surroundings?
12. Is a suitable addition to the public space proposed?
13. Is it durable (where applicable) and reasonable to maintain in terms of time and expense?
14. Does the artwork need lighting or other additional fixtures? Have they been included in the proposal?
15. Is it a permanent fixed asset to the property or can it be relocated to another facility or location if required in the future?
16. Is the proposed art suitable by way of form and quality, for public viewing and accessibility taking into consideration the possibility of an unsecured public space?
17. Does the proposed art require regular maintenance in order for it to last?
18. Does the proposed art fall within the applicable zoning codes as outlined in the Homer City Code?
19. Is the proposed artwork susceptible to vandalism?
20. Is the proposed artwork free of unsafe conditions or factors?

21. Does the proposed contribute to a sense of civic pride?
22. Does the proposed involve the local community? Such as addresses, but is not limited to, aspects of the city's history and/or culture?
23. Is the proposed work of art recognizing the overall broad intent and objectives of the City of Homer Public Art Policy?

B. SELECTION:

The proposals chosen will be based on the overall top choices of the Art Selection Committee after scoring. If there is no apparent first, second and/or third choices the top proposers will be invited to attend a presentation/interview.

Depending on the cost of the proposed art work submitted all top proposers may be selected for recommendation to City Council by the Arts Selection Committee for installation.

A Finalist Evaluation will be conducted wherein the top proposers will be invited to make a presentation interview which may include questions on some or all of the following:

- Artistic excellence – review of sample of the proposed work of art or previous works presented by the Finalists
- Ability to relate the proposed artwork to the site
- Experience with projects in similar scope and/or type
- Knowledge of fabrication and installation of media proposed
- Ability to be detail oriented – efficient understanding of schedules and budgets
- Flexibility/Open to ideas
- The proposed budget is realistic for the proposed work of art
- Presentation of the proposed concept/artwork

And may also contain some or all of the questions/topics outlined in the evaluation process.

Staff will contact the Finalists and schedule appointments no later than 10 working days after the Art Selection Committee makes their choices.

Once the Arts Selection Committee has determined the final choice(s) for recommendation the proposer(s) will be notified by the City Clerk's Office.

All information regarding the award of the project is to be confidential until awarded by City Council. The name(s) will not be available until the Thursday prior to the Council Meeting when the recommendation will be approved.

"Special Considerations for Art in Public Places"

Exhibit B

Criteria for Public Artwork by either purchase or commission shall include but not limited to the following:

1. Adherence to the Mission and Goals of the Public Arts Committee.
2. **Inherent Artistic Quality**. This will be independent of all other considerations.
3. **Context of Artwork within the Municipal Art Collection**. Proposed artwork will be evaluated within the framework of the larger collection and whether it strengthens the collection if the artwork is proposed as a gift or donation to the city.
4. **Context of Artwork with Site**. Works of art must be compatible in scale, material, form and content with their surroundings. Consideration should be given to the architectural, historical, geographical and social/cultural location of the site. Proposed Artwork should be placed to be visible by most people.
5. **Media**. All forms of visual art may be considered. Works of art may either be portable or permanently attached. Choose materials and coatings based on their ability to survive local conditions that include chemical pollutants, airborne chlorides from the sea or de-icing salts; soot from automobiles or local industry, sunlight exposure and abrasive windblown dust. Be aware of how materials weather in an outdoor environment and their mutual compatibility.
6. **Permanence**. Due consideration should be given to the structural and surface soundness and to inherent resistance to theft, vandalism and weathering. Use of durable materials that provide adequate support should be considered. Choose fasteners, cladding, and other attachment devices for strength, durability and material compatibility to avoid galvanic corrosion. Use attachment mechanisms that permit removal or disassembly for maintenance activities.
7. **Ability to Maintain**. Significant consideration should be given to the cost and amount of ongoing maintenance and/or repair anticipated, and to the city's ability to provide adequate maintenance. Artwork should be composed of structurally resilient and abrasion resistant materials. Because water accelerates the deterioration of most materials choose materials that are stable in moist environments. Artwork should not be placed in a given site if the landscaping and maintenance requirements of that site cannot be met.
8. **Public Safety and Accessibility**. Each work of art shall be evaluated to ensure that it does not present a hazard to public safety and complies with all applicable building codes and accessibility requirements. Public Safety is a primary concern. Artwork should not block windows or entranceway, not obstruct normal pedestrian circulation in and out of a building unless such alteration is specifically a part of the experience or design of the artwork.
9. **Diversity**. The Public Arts Committee is committed to acquiring art works that reflect diversity in style, scale, media, and artistic sources as well as diverse cultural communities and perspectives. The Public Arts Committee also encourages exploratory types of artwork as well as established art forms.
10. **Feasibility**. Proposed objects shall be evaluated relative to their feasibility and convincing evidence of the artist's ability to successfully complete work as proposed.
11. **Duplication**. To assure that the artwork will not be duplicated, the artist will be asked to warrant that the work is unique and an edition of one unless stated to the contrary in the contract.



<div>Proposal Evaluation Form 1% for the Arts City Hall Complex Project</div> <div>Criteria for the Selection of Artwork</div> <div>Name of Reviewer:</div> <div>Date Review Submitted:</div>						
<div>Evaluation Scale</div> <div>USING THE SCALE BELOW PLEASE EVALUATE THE SUBMITTED PROPOSALS AS THE LISTED CRITERIA APPLIES TO THE DOCUMENTS RECEIVED</div> <div><div>1None. Not addressed</div><div>2Fair. Limited applicability</div><div>3Good. Some applicability</div><div>4Very Good. Substantial applicability</div><div>5Excellent. Total applicability</div></div>						
	proposer name	proposer name	proposer name	proposer name	proposer name	
The below are the proposal review criteria as approved by Council						Reviewer Comments or Notes
SUBMISSION PRESENTATION/REQUIREMENTSENTER A YES OR NO						
Was the required Number of Copies Submitted?						
Was the Proposal received on the day and time as specified?						
Was a Letter of Transmittal Included?						
Did the Proposal contain a Narrative with a maximum limit of 6 pages						
CRITERIA REVIEW						
ARTISTS CONCEPT:						
Quality of artist's submission?						
APPROPRIATENESS:						
Form, Design?						
Content, subject?						
Relation to architecture?						
Relation to space?						
Relation to reviewer?						
ORIGINALITY:						
Is the submission innovative, creative?						
Execution, command of medium?						
Composition, design?						
DURABILITY, MAINTENANCE REQUIREMENTS AND SAFETY						
CONSIDERATIONS RELATED TO DESIGN AND MATERIALS:						
Quality of the materials?						
Is the submission structurally sound?						
Safety considerations?						
Resistance to Vandalism?						
Ease of Maintenance?						
Long term durability?						
Longevity?						
QUALITY OF PREVIOUS WORK:						
Has the aartist received any awards, grants or prizes?						
Has the artist completed other public commissions on a similar scale?						
How well does the submission refelct the project?						

Art Design Contract

Exhibit D

This agreement is made this ____ day of _____, 20____, by and between the **City of Homer** (City) and _____ (Artist) to provide the design (Work) as identified in Articles 2 and 6 of this Contract.

PROJECT: _____

OWNER: **City of Homer**

ARTIST: _____

ARTICLE 1

CONTRACT PAYMENT: The **City of Homer** agrees to pay **Artist** for satisfactory design in accordance to the attached schedule of values (Attachment B), \$_____ an hour and not to exceed \$_____. Final payment shall be made to Artist for a payable activity no later than thirty (30) calendar days after Artist's Design Work is completed. Artist agrees to joint checks being issued to suppliers, vendors and lower tier Subcontractors, if requested by City.

ARTICLE 2

SCOPE OF WORK: This contract is for providing a detailed design for the _____ and is neither an employment contract nor a subcontract for services. A second contract may be negotiated (after design) to complete installation of the _____. The design for the _____ shall include dimensions, elevations, functionality and recommended materials. The _____ shall be designed to fit within an estimated budget of \$_____. The Artist is expected to coordinate with the architect and the architect's plans. The Artist and City of Homer agree that this is for design only with guidance from the City including the _____. All final decisions regarding design parameters shall be at the direction of the designated City Representative, _____.

ARTICLE 3

ASSIGNMENTS: This contract is personal in nature. It is agreed and understood that the personal qualifications and abilities of _____ (**Artist**) are the essence of this contract. Any assignment by the Artist of his interest in any part of this contract or any delegation of duties under this contract is prohibited and shall void this contract.

ARTICLE 4

OWNERSHIP: The City shall own the design work created by the Artist pursuant to this contract. Copyright to the design, shall be owned by the Artist subject to the following restrictions:

- A. The Artist shall transfer all drawings and models of the artwork created by him pursuant to this contract to the City.
- B. The Artist shall be entitled to retain and utilize copies of the drawings and models, including photographs of the Work, for his own exhibitions. The Artist is further entitled to reproduce such drawings, models, and photographs for use in his portfolio and in books and publications about his work and to exercise all other reproduction rights provided under the United States copyright laws, except as otherwise restricted by this agreement.

SCHEDULE OF WORK: Time is of the essence. Artist shall provide the City with any requested scheduling information of Artist's Work. **The Artist's Work shall be completed no later than**_____.

ARTICLE 5

CHANGES: The City, without nullifying this Agreement, may direct Artist in writing to make changes to Artist's Design. Adjustment, if any, in the contract price or contract time resulting from such changes shall be set forth in a Contract Change Order pursuant to the Contract Documents.

ARTICLE 6

SPECIAL PROVISIONS: Attachment A, Schedule of Values is made binding parts of this contract.

In witness whereof, the parties have executed this Agreement, the day and year first written above.

Artist / Title

Date

Federal Tax ID Number

City of Homer / City Manager

Date

SAMPLE



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 8, 2018
SUBJECT: ESTABLISHING A MEETING SCHEDULE

It is recommended to review the timeline for the project and schedule meetings in order to make sure every member is available.

Recommendation

Review personal schedules and determine the best available dates where the majority of members are available to attend. Meeting dates will be confirmed by the Clerk's Office the morning following this meeting.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ART SELECTION COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 8, 2018
SUBJECT: REQUIREMENTS OF THE 1% FOR THE ARTS PROGRAM

Following is the information and requirements for the 1% for the Arts Program

Recommendation

Review and familiarize yourself with the requirements. Entertain discussion if needed.
Informational in nature. No Action Required.

1% FOR THE ARTS PROGRAM

The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby recognizes by the enactment of Ordinance 02-25(A), Chapter 18.07, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities.

Definitions

The following words, terms and phrases, when used, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

"Art" and "work of art" mean all forms of original creations of visual art, including but not limited to the following:

1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.
2. Painting: all media, including portable and permanently affixed works, such as murals.
3. Graphic arts: printmaking and drawing.
4. Mosaics.
5. Photography.
6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.
7. Calligraphy.
8. Mixed media: any combination of forms or media, including collage

"Construction, remodeling or renovation of municipal buildings and facilities" means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building.

"Total cost of construction, remodeling or renovation" means the total allotted funding for the subject project at the time of award of contract, exclusive of the costs of land acquisition, site investigation, and environmental clean-up or remediation. (Ord. 02-25(A), 2002.)

The Parks, Art, Recreation and Culture Advisory Commission shall be responsible for the following:

- A. Determine the dollars allocated for art within the budget of each eligible project;
- B. Name a Selection Committee for each project;
- C. Develop and monitor policies related to the selection and installation processes;
- D. Develop plans that insure the preservation of the art collection;

Procedures for the 1% for the Arts Program

Eligible Projects

1. Upon approval of the City budget, the City Manager will provide a copy of the capital improvement budget to the Commission notating all projects he/she believes to be eligible for the 1% for Art Program.
2. Eligible projects include remodeling, renovation, new construction to municipal buildings or facilities when the cost of the project exceeds \$250,000.
3. Staff will update the Commission at least quarterly regarding any new capital improvement projects City Council has approved and will indicate whether the City Manager believes the 1% for Art Program is applicable.

Project Budget

1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is \$70,000. The budget may be increased by the addition of private funds or donations from non-city public funds.

2. Project cost is defined as the cost of the original contract awarded, excluding land acquisition, site investigation, environmental cleanup or remediation. Subsequent change orders and amendments to the contract do not increase or decrease the amount of funding available for artwork.

3. The art budget will include all costs associated with design, construction, installation, and acquisition of works of art.

Selection Committee

1. The Commission will submit to the Council for its approval members of a new Selection Committee for each eligible project. Appointments will be made as early as possible in the construction process to encourage integration of art into the architecture of the building and design of the outdoor spaces.

2. A Selection Committee will be composed of at least five (5) members, including

- a. One member(s) from the Commission,
- b. One Artist
- c. One member from the architectural/design team
- d. One member from the user department
- e. Director of building in question or his/her designated representative.

The scope of the project may require the appointment of additional members.

3. The Deputy City Clerk for the Commission will also assist the Selection Committee. This will facilitate clear communication and cooperation between the two advisory bodies.

4. Diversity. The Commission will specifically include members of the community who share a commitment to the goals of the 1% for Art Program yet represent the diverse citizenry in our community.

5. Responsibilities of the Selection Committee

- a. Selection Committee members will suggest the most suitable locations for artwork within the building or on the site, often in discussion with the architect or chief designer. It is also appropriate to allow artists to submit proposals for locations not identified by the committee.
- b. The committee will organize interaction between the design team and artists to ensure that artists are sufficiently briefed about the project opportunities and restrictions. The goal is to generate top quality, responsive proposals.
- c. Carefully review each eligible submission. This will frequently be a multi-step process, with time between meetings for personal reflection.
- d. If necessary, a specific member of the committee or the Deputy City Clerk may be directed to discuss modifications to a specific proposal with the artist. All such discussions shall be confidential, and members must exercise care so a specific artist does not construe such discussion as acceptance of work.
- e. Prepare list of Recommended Artwork for the named project and a short list of runners-up, if possible. (Occasionally 1st choice work will not be available and this process may preclude the need to reconvene the jury.)
- f. Selection Committee Chair will be present when the Resolution is before Council for final approval and award. Responses to Council questions may include a brief summary of the selection process, including number of submittals, names of the selection committee members and other information that encourages final acceptance by City Council members.
- g. Deputy City Clerk will notify all selected artists of their award and thank all participants.
- h. All participants, including Committee members and all artists who submitted proposals will be offered a formal opportunity to comment on the process. The Commission will receive these comments.

NOTE: The entire selection process must be handled confidentially. No decisions are final until approved by City Council and final contracts are negotiated with the artists. (Reso. 10-80, 2011.)

ADDITIONAL OVERSIGHT UNDER THE 1% PROGRAM

1. Requests for Proposals (RFP)

The Selection Committee with the assistance of the Deputy City Clerk will prepare an RFP for each eligible project. (See sample in Exhibit A). The Clerk's Office will circulate the RFP as required by City code under the City's Procurement Policy. Packets of additional information that describes the project will be available in City Clerk's Office and on the City's website. It will include the brochure, "Special Considerations for Art in Public Places" (See Exhibit B)

2. Establishing Selection Criterion

- a. Each member of the Selection Committee will be provided with a complete RFP, including the "Special Considerations" brochure. Members will be asked to remember these considerations in their art selections.
- b. The Selection Committee will be provided with an Evaluation Checklist (see Exhibit C).
- c. The Selection Committee may specify that certain projects will show a preference for art by local or Alaskan artists.

3. Legal Considerations.

The Selection Committee and the Parks, Art, Recreation and Culture Advisory Commission are liaisons between artists and the City, the principals in this program. These guidelines will clarify the understanding between them:

- a. Ownership of the Art: All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.
- b. Artist's Rights: Public artwork and art concepts will not be altered, modified, removed or moved from a site which is integral to the concept for the work without prior notice to the artist. If the City's best and reasonable efforts to contact the artist have failed, the City may proceed without such notice.
- c. Artist's Promise to the City of Homer: The art is unique and original and does not infringe upon any copyright. Neither the art nor a duplicate has been accepted for sale elsewhere. The art is free and clear of any liens. The fabricated and installed art will be free of defects in material and craftsmanship. Maintenance requirements have been accurately described;

4. Contract with an Artist:

The City of Homer will enter into a contract with each artist whose work is selected for inclusion in a City project. It will address description of the project, payment schedule, payment of special engineering or installation costs, due date. (See sample in Exhibit D). (Reso. 10-80, 2011.)

[Alaska Statutes.](#)

[Title 35.](#) Public Buildings, Works, and Improvements

[Chapter 27.](#) Art Works in Public Buildings and Facilities

Section 10. Purpose.

previous: [Chapter 27.](#) Art Works in Public Buildings and Facilities

next: [Section 20.](#) Art Requirements For Public Buildings and Facilities.

AS 35.27.010. Purpose.

The state recognizes its responsibility to foster culture and the arts and the necessity for the viable development of its artists and craftsmen. The legislature declares it to be a state policy that a portion of appropriations for capital expenditures be set aside for the acquisition of works of art to be used for state buildings and other public facilities.

[Alaska Statutes.](#)

[Title 35.](#) Public Buildings, Works, and Improvements

[Chapter 27.](#) Art Works in Public Buildings and Facilities

Section 20. Art Requirements For Public Buildings and Facilities.

previous: [Section 10.](#) Purpose.

next: [Section 30.](#) Definitions.

AS 35.27.020. Art Requirements For Public Buildings and Facilities.

(a) A building or facility constructed after June 30, 1975, or remodeled or renovated after June 30, 1975, shall include works of art, including but not limited to sculptures, paintings, murals or objects relating to Native art.

(b) The department, before preparing plans and specifications for buildings and facilities, shall consult with the Alaska State Council on the Arts regarding the desirability of inclusion of works of art.

(c) At least one percent or, in the case of a rural school facility, at least one-half of one percent of the construction cost of a building or facility approved for construction by the legislature after September 1, 1977, will be reserved for the following purposes: the design, construction, mounting and administration of works of art in a school, office building, court building, vessel of the marine highway system, or other building or facility which is subject to substantial public use.

(d) A building or facility with an estimated construction cost of less than \$250,000 is exempt from the requirements of this chapter unless inclusion of works of art in the design and construction of the building or facility is specifically authorized by the department.

(e) The artist who executes these works of art shall be selected by the architect for the department with the approval of the department, after consultation with the Alaska State Council on the Arts and the principal user of the public buildings or facilities.

(f) The artist who executes these works of art in the public schools shall be selected by the superintendent of a school district in which a public school is to be built with the approval of the school board. Should the department find in the best interest of the state that the selection of the artist who executes these works of art by the superintendent may result in a cost overrun to the state or delay of construction, the department shall make the selection of the artist in consultation with the superintendent.

(g) The architect, superintendent, department, and the Alaska State Council on the Arts shall encourage the use of state cultural resources in these art works and the selection of Alaska resident artists for the commission of these art works.

This version of the Alaska Statutes is current through December, 2007. The Alaska Statutes were automatically converted to HTML from a plain text format. Every effort has been made to ensure their accuracy, but this can not be guaranteed. *If it is critical that the precise terms of the Alaska Statutes be known, it is recommended that more formal sources be consulted.* For statutes adopted after the effective date of these statutes, see, [Alaska State Legislature](#) If any errors are found, please e-mail Touch N' Go systems at [E-mail](#). We hope you find this information useful.

This page has been updated: 04/23/2015 13:26:12

Chapter 18.07

FUNDS FOR WORKS OF ART IN PUBLIC PLACES

Sections:

- [18.07.010](#) Purpose.
- [18.07.020](#) Definitions.
- [18.07.030](#) Art funding requirements for public buildings and facilities.
- [18.07.040](#) Implementation.
- [18.07.050](#) Selection.
- [18.07.070](#) Exemptions.
- [18.07.080](#) Miscellaneous provisions.
- [18.07.090](#) Public art fund.
- [18.07.100](#) Ownership and management of works of public art.

18.07.010 Purpose.

The State has recognized through the enactment of AS [35.27.010](#), and the City of Homer hereby recognizes by the enactment of this chapter, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities. [Ord. [02-25\(A\)](#), 2002].

18.07.020 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

“Art” and “work of art” mean all forms of original creations of visual art, including but not limited to the following:

1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.
2. Painting: all media, including portable and permanently affixed works, such as murals.
3. Graphic arts: printmaking and drawing.
4. Mosaics.
5. Photography.
6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.
7. Calligraphy.
8. Mixed media: any combination of forms or media, including collage.

“Commission” means the Parks, Art, Recreation and Culture Advisory Commission.

“Construction, remodeling or renovation of municipal buildings and facilities” means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building.

“Total cost of construction, remodeling or renovation” means the total allotted funding for the subject project at the

time of award of contract, exclusive of the costs of land acquisition, site investigation, and environmental cleanup or remediation. [Ord. [16-22](#) § 4, 2016; Ord. [02-25\(A\)](#), 2002].

18.07.030 Art funding requirements for public buildings and facilities.

- a. Plans and specifications for the original construction, remodeling or renovation of municipal buildings and facilities resulting in proposed capital expenditures exceeding the sum of \$250,000 shall contain and provide for the inclusion of works of art of a value of one percent of the total cost of the construction, remodeling or renovation project. All appropriations for capital improvements falling within the provisions of this chapter shall be deemed to include funding to implement the requirements of this section.
- b. If there is a change in the total cost of the project resulting from a change order or amendment to the project budget after the time of the award of the contract, the amount of funding for the artwork will not be changed.
- c. Expenditure of sums required to be allocated to works of art under subsection (a) of this section shall be limited to all costs associated with design, construction, acquisition and royalties for the works of art, excluding all contract administration and project administration costs.
- d. Municipal funding of art projects for capital expenditures will be capped at \$70,000. Art projects for capital expenditures exceeding \$7,000,000 will not be greater than \$70,000 unless funding beyond \$70,000 is from private contributions.
- e. Private funding contributions for art projects in public buildings are encouraged and this funding is not considered part of the one percent. [Ord. [02-25\(A\)](#), 2002].

18.07.040 Implementation.

- a. During the preliminary design review of any project for construction, remodeling or renovation covered by this chapter any contractor, department or instrumentality of the municipality charged with the design preparation of this project shall consult with the Commission regarding the implementation of HCC [18.07.030\(a\)](#).
- b. The Commission may adopt, and from time to time amend, regulations setting forth the manner in which the requirements of this chapter shall be carried out, which shall be effective upon approval by City Council resolution.
- c. The requirements of HCC [18.07.030\(a\)](#) shall not be waived except as provided for in HCC [18.07.070](#). [Ord. [16-22](#) § 5, 2016; Ord. 10-55(A) § 2, 2011; Ord. [02-25\(A\)](#), 2002].

18.07.050 Selection.

- a. Where works of art are to be incorporated in the construction, remodeling or renovation of a City building or facility or its grounds, such works of art shall be selected and recommended to the Council for approval by a jury consisting of the architect or project designer, a representative of the user department, a representative of the Commission and such additional persons that the Commission may designate, subject to Council approval.
- b. Where works of art are to be commissioned or acquired, but not incorporated in the construction, remodeling or renovation of a City building or facility or its grounds, such works of art shall be selected and recommended to the Council for approval by a jury of at least three members consisting of a representative of the user department, one or more members of the Commission and such additional persons that the Commission may designate, subject to Council approval. [Ord. [16-22](#) § 6, 2016; Ord. 10-55(A) § 3, 2011; Ord. [02-25\(A\)](#), 2002].

18.07.070 Exemptions.

The City Council may waive the requirements of this chapter in whole or in part as to the construction, remodeling or renovation of a City building or facility upon a finding by the Commission or City Manager that the inclusion of works of art in the construction, remodeling or renovation as required by this chapter would not provide any aesthetic

benefit to the community or to the principal users of the building or facility. [Ord. [16-22](#) § 7, 2016; Ord. 10-55(A) § 5, 2011; Ord. [02-25\(A\)](#), 2002].

18.07.080 Miscellaneous provisions.

a. Sums allocated for the acquisition of works of art under the provisions of this chapter shall be deemed to be part of the construction costs of the project.

b. Where Federal or State grant funds are to be used to match municipal funds for a construction, remodeling, or renovation project covered by this chapter, the grant application shall, where applicable and where permitted by the granting authority, be made for the total cost of such project, including portions to fund works of art under this chapter. Unless prohibited by the terms of such grants, any money received may be used to implement the requirements of this chapter. [Ord. [02-25\(A\)](#), 2002].

18.07.090 Public art fund.

a. A public art fund is established as a separate, interest bearing account in the City general fund to receive money for the public art program from the following sources:

1. Funds for public art fees received from private development.
2. Funds donated to the City for public art.
3. Other funds appropriated by the Council for public art.

b. Money in the public art fund shall be used solely to pay the costs of selecting, commissioning, acquiring, installing, maintaining, public education regarding, administrating, removing and insuring the works of public art, and any other expense related thereto.

c. Interest earned on money in the public art fund shall be deposited in the public art fund.

d. The public art fund is administered by the City with the advice of the Commission.

e. The Commission annually shall prepare a plan for expenditures from the public art fund for approval by the City Council. [Ord. [16-22](#) § 8, 2016; Ord. [09-51\(A\)](#) § 1, 2009].

18.07.100 Ownership and management of works of public art.

a. Ownership of all works of art acquired by or on behalf of the City shall be vested in the City.

b. The City shall place or construct public art at locations that are open to the public and where the public art shall be visible to the general public during, at a minimum, normal business hours.

c. The removal from display by the City of public art owned by the City shall follow established guidelines for de-accessioning and shall be subject to review and recommendation by the Commission with final approval by the Council. [Ord. [16-22](#) § 9, 2016; Ord. [09-51\(A\)](#) § 2, 2009].

