

TO: Newport Beach City Arts Commission
FROM: Tim Hetherton, Library Services Director
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PREPARED BY: Tim Hetherton
TITLE: Sculpture Exhibition in Civic Center Park – Phase III

RECOMMENDATION:

Staff recommends that the City Arts Commission approve a proposal for Phase III of the Sculpture Exhibition in Civic Center Park for submission to City Council.

FUNDING REQUIREMENT:

Funding for the project, estimated at \$108,250.00, will be expensed from 3 sources: the funds transferred to the City from the dissolution of the Balboa Performing Arts Theatre Foundation, funding from the Newport Beach Arts Foundation, and funds transferred from *Visit Newport Beach* for the purpose of supporting arts programming in the City.

DISCUSSION:

In August 2013, the Newport Beach City Council authorized the City Arts Commission and City staff to implement a temporary sculpture exhibit in Civic Center Park. The City Council approved the installation of 10 sculptures in year one of the project and additional 10 in year two. The temporary exhibition features public art in locations previously identified by PWP, the landscape architecture firm that designed the 14-acre Civic Center Park. The pieces installed in year one are on display for two years and will be removed and returned to the artists in 2016. Those installed in year two, 2015, will be removed in 2017. For the first 2 phases, City Council approved a budget of up to \$ 125,000 for each year of the project.

In November 2014, in a Study Session discussion devoted to the Arts & Culture Master Plan, Council encouraged the City Arts Commission to transition to a model in which City arts programs are supported by private funding. In a June 2015 City Council meeting, in which Phase II of the Sculpture Exhibition was approved, Council members again asserted that a model in which private funds were used to finance City Arts Commission programming was desirable.

In response to this guidance, Staff proposes that the funds for Phase III be expensed from 3 sources:

- The Newport Beach Arts Foundation will be asked to contribute \$10,000.
- The Balboa Performing Arts Theatre gift, transferred to the City to fund Arts Commission programming, will provide an additional \$35,000 towards these costs.
- The City Arts Commission requests that the remaining funds be expended from the money transferred to the City from *Visit Newport Beach*.

Staff estimates the cost of the project at \$108,750.00. This estimate is based on the cost breakdown of the 2 previous phases.

The following table details estimated costs:

Task	Description	Cost
Site Preparation	Landscaping/Concrete Bases	\$13,000
Installation of Phase 3 Sculptures	10 Sculptures	\$19,000
De-installation of Phase 1 Sculptures	10 Sculptures	\$19,000
Contingency		\$5,000
Artist Honorariums	Not to exceed \$5,000 per artist	\$50,000
Panelist Honorariums	Not to exceed \$250 per consultant	\$750
Call For Entry software application		\$2,000
TOTAL: \$108,750		

Staff recommends that the project management of Phase III be assigned to the Arts Manager, who will be selected later this month through the RFQ process. The Arts Manager will be responsible for facilitating and managing the Sculpture Exhibition at the Newport Beach Civic Center Park and performing the following functions:

- Manage the Call for Artists Entry;
- Select a panel that includes an Art Conservator and 2 arts professionals to aid in the Call for Artists Entry selection process and serve on the sculpture selection panel;
- Provide an honorarium of \$250 to each of the two (2) artists and one (1) curator with Sculpture Exhibition expertise selected to serve on the sculpture selection panel along with 3 members of the Sculpture Exhibition Ad Hoc Subcommittee;
- Present artist entries to the City of Newport Beach Arts Commission for evaluation;
- Confer with a Landscape Architect to determine the suitability of individual sculptures for siting in Civic Center Park;
- Work with the City and the City of Newport Beach Arts Commission to present the selected pieces to the City Council for approval;
- Maintain contact with selected artists;
- Develop and consult on Media Plan for the Public Art Sculpture Exhibit;
- Coordinate with the City of Newport Beach Public Works Department for engineering matters related to site construction, including concrete bases that are required for site preparation;
- Facilitate the site preparation, installation and de-installation of sculptures;
- Facilitate a mechanism for public comment and opportunities for public engagement;
- Ensure that all administrative and operational procedures related to the Public Art Sculpture Exhibit are in accordance with City policies and procedures;

- Consult on the design of brochures and/or catalogs pertinent to the Public Art Sculpture Exhibit;
- Consult on the drafting and production of docent training materials;
- Consult on the creation of educational kits;
- Consult on advertising efforts promoting the exhibit, including developing text and design for print materials;
- Consult on the production of visual signage;
- Provide one (1) training session for art docents assigned to the exhibit by the City;
- Maintain an artist registry and a guest registry.
- Manage and curate the Public Art Sculpture Exhibit.
- Work with the Cultural Arts Collaborations Ad Hoc Subcommittee to advance private funding support for the Sculpture Garden program.

Staff requests that the City provide the following services:

- City shall provide engineering services and consultation as they relate to the pouring and placement of concrete pads required for sculptures;
- Cultural Arts staff will manage the payment of honorariums to artists. Each artist selected for the sculpture exhibition will receive half of their honorarium upon installation in August 2016 and the remaining half upon de-installation in August 2018;
- Cultural Arts staff will coordinate with the Arts Foundation to provide art docents to be assigned to the exhibit;
- Cultural Arts staff will verify that adequate insurance coverage limits for the sculptures and exhibit are enacted prior to the opening of the exhibit.

Staff recommends that the project adhere to the following timeline:

DATE	TASK
FEBRUARY 2016	<ul style="list-style-type: none"> · Prepare work schedule · Schedule kick-off meeting · Facilitate kick-off meeting to establish goals & expectations (estimated time 90 min) · Submit new call registration form on Cafe
MARCH	<ul style="list-style-type: none"> · Conduct site analysis to identify ideal sites to install foundation pads (March 4) · Complete RFP · Launch call for entry (8 weeks; March 7 – May 6) · Disseminate RFP (Public Art Network Listserv, California Arts Council, LA Culture Net, PACSOCAL, Local Media, SparksOC, Personal Invitations) · Establish artist selection panel
MAY	<ul style="list-style-type: none"> · Deadline for artists submissions (May 6) · Review applicants for completeness (May 11) · Panel meeting to review artist submissions and select artworks, including decisions on site placement (May 19)
JUNE	<ul style="list-style-type: none"> · Approval of selected artworks by City Arts Commission (June 9) · Approval of selected artworks by City Council (June 28)
JULY	<ul style="list-style-type: none"> · Meet with City staff regarding its requirements affecting installations · Site preparation · Meet with Public Works to confirm designs and location for sculpture foundations · Schedule installation of sculpture foundations · Supervise installation of sculpture foundations · Schedule deliveries & installation of artwork · Collect media from artists & begin developing docent materials · Submit media for informational brochure · Submit recommendations for media plan
AUGUST	<ul style="list-style-type: none"> · Installation/De-installation
SEPTEMBER	<ul style="list-style-type: none"> · Exhibition Opening

Should the City Arts Commission approve this proposal, the item will be submitted to City Council for approval at the January 26, 2016, regular meeting.

NOTICING:

This agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Arts Commission considers the item).