



**Armagh  
Banbridge  
& Craigavon**  
District Council



F.E. McWilliam Gallery & Studio  
Armagh City, Banbridge and Craigavon District Council  
200 Newry Road  
Banbridge  
Co. Down  
BT32 3NB

### **Banbridge Public Art Commission**

*Armagh City, Banbridge and Craigavon Borough Council seeks expressions of interest from experienced and suitably qualified artists or design teams in developing a new public art project. The proposed total budget for the final artwork/s is up to £150,000.00.*

**The deadline for expressions of interest is 4.00pm on 29 January 2016**

**Late submissions will not be accepted.**

*Applicants are requested to read the full content of this document carefully as it contains important information pertaining to all stages of the commission.*

***Please note that all submissions should be uploaded into the eSourcing Portal.***

**The realisation of the chosen project will be subject to funding being secured by the Council. At present the funding has not been made available however, it is envisaged that this will be made available in the near future.**

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## 1. APPLICATION PROCESS

### Stage 1 Expressions of Interest

Expressions of Interest are sought from artists (or a team of collaborating artists) to deliver a Public Art Project. Shortlisting will be based on the information provided (see *Appendix A*) using the *Evaluation Criteria set out in Appendix B*. **Please read Appendix A carefully and comply fully with the requirements.**

The deadline for receipt of applications is **4.00pm, 29 January 2016**. The selection panel will consider submissions received by this deadline and select up to four artists/teams to go forward to Stage 2 of this process.

### Stage 2 Proposal

£1500 will be made available to up to four artists/teams who will be invited to present their proposals to the selection panel. The proposal must include; sketch designs, visualisations and/or a maquette as well as an explanation of the concept for the project, how it relates to the location and how the artist/artist team would approach its design, fabrication and installation. Details of maintenance requirements and lifespan expectations should also form part of the presentation.

The artist/artist team must demonstrate how the work can be implemented within the proposed budget and details of the anticipated duration of the project with timescale broken down into research, production and delivery. The selection panel aims to select one artist/team to undertake the commission.

**The realisation of the chosen project will be subject to funding being secured by the Council. At present the funding has not been made available however, it is envisaged that this will be made available in the near future.**

**Selected artists/teams must submit their presentations to the Project Manager, Dr Riann Coulter, Curator of the F.E. McWilliam Gallery & Studio, by 29 April, 2016.**

## 2. BACKGROUND

This project is an initiative of Armagh City, Banbridge, Craigavon Borough Council (the Council) and the F.E. McWilliam Gallery & Studio to commission a major public art project, to be located on the outskirts of Banbridge, in a location adjacent to the main Dublin to Belfast road and in close proximity to the F.E. McWilliam Gallery and Studio. Visible from the A1 northbound carriageway, the result of this project will occupy a prominent position on the main cross-border route and has the potential to become a focal point which will raise the cultural profile of Banbridge and build on the increasing recognition of Northern Ireland as a destination for cultural tourism. The anticipated budget for the selected proposal is up to £150,000.

Contributing to the visual landscape of the A1/M1 corridor, the proposed art work will have a relationship to other public art works in this part of Northern Ireland including *Rise* in Belfast. Together, these public projects have the potential to create an art corridor which will greatly enrich the cultural landscape of the region.

Banbridge is fortunate to have two major historic public sculptures: The Crozier Memorial in Church Square (1862, artist: J.R. Kirk) and The War Memorial in Downshire Place (unveiled 1923, artist: F.W. Pomeroy. These monuments, situated at either end of the town, are central elements of Banbridge's urban landscape and are known and celebrated by citizens

and visitors to the area. The successful project will contribute to this cultural landscape and link the town centre to the A1 and the F.E. McWilliam Gallery.

The project has a close connection to the F.E. McWilliam Gallery, which is administered by Armagh City, Banbridge and Craigavon Borough Council and celebrates the work of the sculptor, Frederick Edward McWilliam who was born in Banbridge in 1909. The Gallery presents an annual programme of temporary exhibitions of Irish and international modern and contemporary art and features a permanent display of McWilliam's work. A replica of the artist's studio, situated in the sculpture garden, houses a large collection of maquettes and models. The garden also features examples of McWilliam's work along-side temporary exhibitions of sculpture. Through education and community programmes, the Gallery aims to provide a diverse range of people with access to high quality art. Since opening in September 2008, the F.E. McWilliam Gallery has become recognized as one of the most significant visual arts venues in Northern Ireland.

### **3. ARTIST'S BRIEF**

This project is to commission a major public art work/s for a location adjacent to the Dublin to Belfast road, the A1, and with a connection to the F.E. McWilliam Gallery, Banbridge. The winning design will be visible from a number of viewpoints including the A1 northbound carriageway without compromising health and safety and maintenance requirements.

The aim of the Council is to commission an innovative, original work of art/s which may reference, in a critical and enquiring manner, Banbridge's history and/or the diverse rural and urban communities that live in the area. Whilst no specific theme or subject is prescribed, the successful proposal should be site-specific and take into consideration the A1's position as the main cross-border route. However, areas of research could include both contemporary and historical themes of transport and industry in the area. Examples include Banbridge's history as an important stop on the Coach road between Belfast and Dublin; the central role that the River Bann has played in the history of the town and the surrounding country side; the former Belfast to Newcastle railway that passed through Banbridge; Captain Francis Crozier's ill-fated journey to discover the North West Passage; the linen industry centered on Banbridge and the Bann Valley and Banbridge's position as a major market town. Approaches that challenge and interrogate traditional concepts of Public Art will be welcomed. The realization of this project will consolidate Banbridge's position as an artistic and hub, focused on the F.E. McWilliam Gallery & Studio.

**Project Specific Constraints:** It is part of the artists brief to contact utilities companies and statutory agencies for advice in regard to nearby services i.e. electricity and water supply for any artist wishing to incorporate light or water as part of the art works, although this is not a pre-requisite of the brief. Any work involved in extending the services to the site will be part of the overall budget. The site is adjacent to a major road so consequently, the artist/s will need to ensure that materials used take road safety into consideration.

**Materials:** The brief does not specify the materials to be used, however, the artwork is intended to be durable and require minimum maintenance. The environmental suitability of suggested materials and health and safety considerations, given the public nature of the site, should also be considered.

**Other Considerations:** The successful artist/team will be expected to provide satisfactory drawings and elevations to satisfy planning procedures. On completion of the project, the successful artist will be required to provide an engineer's certificate to satisfy the Council and the Public Art Selection Panel that the artwork has been designed, constructed and installed in accordance with current standards and judgments.

#### **4. SITE INFORMATION**

The proposed site/prime location is within an area known locally as '*Yellow Hill*' on the South-western outskirts of Banbridge, adjacent to and Southwest of the F.E. McWilliam Gallery (see location map; Drawing Number: 2012-06-00).

The proposed site measures approximately 7980sqm (1.97 acres) and is a triangular portion of land which currently consists of overgrown grassland and trees. There is an opportunity to reconfigure this landscaping as part of the project. The land slopes at a steady gradient from the lowest point, the 'triangle tip' at the Southwest end towards the highest point at the Northeast boundary which is bounded by the slip road to access the Banbridge by-pass.

The site is bounded immediately to the south by the A1 Belfast/Dublin Road and slip roads to both the North and East. There is a picnic area located across the slip-road to the North of the site which is currently underused and screened from the site via a mature hedgerow. There are NIE High Voltage overhead cables crossing the site; 110kV (175MH), over the 'triangle tip' at the Southwest end, which will require the stipulated NIE clearances and tolerances.

The site affords long sweeping views from the Southern approach along the A1 Belfast/Dublin Road Northbound carriageway and also from the surrounding hillsides. There will also be fleeting views towards the site, on passing, from the opposite Southbound carriageway of the A1 Belfast/Dublin Road, the bridge crossing over the A1 and the roundabouts adjacent to the F.E. McWilliam Gallery.

There are opportunities for connections to be made between the prime location and the adjacent F.E. McWilliam Gallery and/or the F.E. McWilliam Sculpture Garden.

Ideally, the selected art work/s will be visible from the A1 Northbound corridor. Artists should bear this in mind when considering the scale and impact of their proposal. A power supply can be made available should the proposal require it, and solar power, or another renewable resource could also be considered.

#### **5. PUBLIC ART SELECTION PANEL**

The selection panel is comprised of the Project Manager, Dr Riann Coulter, Public Art Consultant, Sally Williams, Joanna Johnston, Arts Council of Northern Ireland, an independent professional artist and a representative of the F.E. McWilliam Programming Committee. This panel will be responsible for all short-listing and selection procedures.

#### **6. STAGE 1. - EXPRESSION OF INTEREST SUBMISSIONS**

Submissions for Stage1 will be assessed against the following criteria:

- The strength and merit of the approach to the project and its relevance and suitability to the location.
- Relevant experience and success in delivering high quality and innovative public projects, with a track record of having delivered projects within prescribed time-scales and budgets.

**\*Please refer to Appendix A Format of Submission for Stage 1.**

## **7. BUDGETS, FEES AND EXPENSES FOR SHORTLISTED ARTISTS**

7.1 Each of the 4 artists / teams short-listed to undertake Stage Two will be paid £1500 to cover all costs related to this stage of the competition including developing, producing and delivering a detailed design proposal including sketch designs, visualisations and maquette. or CAD 3 D model where appropriate. Each shortlisted artist/team **must** make a site visit before Friday 22 April 2016. Each shortlisted artist/team will be expected to be available for interview/presentations to the Public Art Selection Panel between 3 and 10 May 2016.

Payment will be made on submission of an invoice. All travel costs to facilitate expenses associated with site visit(s) and presentation to the Selection Panel are included in this fee.

The winning proposal will be selected by the Public Art Selection Panel taking into consideration feedback from public consultation. Their decision will be announced by 13 May 2016.

### **Payment Schedule**

1. 50% of the artist's fee will be paid following contract signing to cover:
  - materials purchase,
  - studio operating expenses, and
  - the hiring of technical assistance, where necessary
2. 30% will be paid (When 50% and 75% of the artwork has been produced), in two instalments.
3. 20% to be paid upon artwork completion and installation, and acceptance of the finished work by the Panel.

**The realization of the winning proposal will be subject to funding being secured.**

7.2 The successful artist/design team will be responsible for the design and creation of the artwork including foundations and final installation within the proposed budget. The proposed budget, which is subject to funding being secured, is inclusive of VAT and will include any further artists design fees, expenses, foundation costs, materials, insurances, production and manufacturing, engineer's reports, any relevant consultations and installation fees, transport costs, and other necessary fees in order to finalise the installation of the work. The successful artist/design team will be required to sub-contract and project manage all associated work for the public art piece, and to liaise with Dr Riann Coulter, Curator of the F.E. McWilliam Gallery, or her appointed representative, in providing information required to secure all required statutory approvals such as planning and technical approval.

7.3 The overall fee also must include any re-landscaping of the site and additional lighting that the artwork/s may require.

7.4 Short-listed artists / design teams will be expected to submit an itemized project budget that identifies all costs. It must cover all expenditure, design, documentation, materials, foundation costs, manufacturing, delivery to the site and installation of the finished art work, including all health and safety requirements.

## **8. ARTIST/DESIGN TEAM'S RESPONSIBILITIES:**

The successful artist/design team will be responsible for:

- 8.1 Liaising with the Project Manager on all aspects of the project.
- 8.2 Providing all necessary drawings, elevations etc. required to secure statutory planning approvals.
- 8.3 Providing a detailed timetable/schedule of work.
- 8.4 Documenting the project design and specifications.
- 8.5 Supplying and funding all materials required for the project, including foundations, artwork materials, as well as all transport and works safety requirements.
- 8.6 Ensuring appropriate work site safety procedures are undertaken throughout the preparation of the foundations and installation of the public art.
- 8.7 The fabrication and installation of the work/s.
- 8.8 The provision of a structural engineer report for foundations and final installation, satisfying planners and the Council that the foundations and artwork comply with current engineering standards.
- 8.9 Completing the project within the timeframe and budget provided.
- 8.10 Contributing to marketing activities such as photo shoots, allowing use of concept drawings, providing artist statements and any other reasonable activity requested by the Project Manager to promote the project.
- 8.11 Contributing to reporting and evaluation at the conclusion of the commission.
- 8.12 Attending the Public Art Selection Panel interview and regularly liaising with the Project Manager and updating her on project development.
- 8.13 Providing the Project Manager with operating and maintenance instructions and costs.
- 8.14 Provision of an integrated artist's statement as part of completed art work.
- 8.15 A Lifecycle maintenance budget for the commission.

## **9. Armagh City, Banbridge and Craigavon Borough Council's responsibilities:**

The Council is responsible for:

- 9.1 Monitoring the project through the Public Art Selection Panel and the Project Manager.
- 9.2 Providing the artist/design team with support through the Council and the Project Manager.
- 9.3 Overall Project Management and supervision.
- 9.4 Drafting the Commission Agreement and Contracts.

9.5 Primary artist/team contact.

9.6 Providing community contacts, if required.

9.7 Project marketing and reporting.

9.8 Advising the artist/team if in the future the art work needs to be relocated or intentionally modified, or decommissioned.

9.9 Facilitating community relationships if requested and as suitable.

9.10 Overseeing the budget for the project.

9.11 Obtaining planning permission.

## 10. PROJECT TIMELINE

Event	Day & Date
Advert for expression of interest	1. Monday 30 November 2015
Deadline for receipt of Expression of interest	2. 4.00pm, Friday 29 January 2016
Shortlisted artists announced	3. By Friday 12 February 2016
Shortlisted artists to make site visits and meet with the Project Manager	4. Between Monday 15 February and Friday 22 April 2016
Deadline for submission of detailed design proposal by short listed artists	5. 4.00pm Friday 29 April 2016
Shortlisted artists presentations and interviews of with the Public Art Selection Panel	6. Between Tuesday 3 May and Tuesday 10 May 2016
Selected project announced.	7. 13 May 2016
Anticipated delivery of project, subject to funding being secured by the Council	8. By the end of May 2017

## 11. OWNERSHIP

The Public Artwork/s become the property of Armagh City, Banbridge and Craigavon Borough Council after installation by artist/team. A contract for this project will provide for the appropriate care and maintenance of the work, artist's copyright and acknowledgement.

## 12. CONTRACTUAL ARRANGEMENTS

The successful artist/ team will be engaged by the Council and the payment schedule will be in the form of staged payments to be agreed prior to the development of contract.

**NB Armagh City, Banbridge and Craigavon Borough Council does not bind itself to accept the lowest, or any tender, it may receive and reserves the right to re-advertise this project.**



### **13. SUBMITTING AN EXPRESSION OF INTEREST (Eoi)**

The Council invites the submission of a completed Eoi from suitably qualified and experienced artists/teams for undertaking the provision of a public artwork/s. Please note if arts organisations or design teams are applying you must submit relevant information on the experience of the artists to be involved in the project including their CVs.

The proposed budget of £150,000.00 (including VAT) must include all necessary design, treatment of surfaces, installation, erection and securing of the art work/s, plus and all necessary landscaping of surrounding surfaces disturbed during installation or development of the works.

The artist/team shall be deemed to have satisfied him/herself before submitting their response as to the accuracy and sufficiency of the information contained therein.

Submission requirements for Stage 1 are detailed in **Appendix A** please read these carefully. All submissions are to be sent to:

**Dr Riann Coulter, Curator & Manager, F.E. McWilliam Gallery & Studio, 200 Newry Road, Banbridge, BT32 5NB.**

**The application must be submitted no later than 4.00pm on 29 January 2016.**

Applications must be in English and prices in £ Sterling, inclusive of VAT

Information submitted shall be checked for completeness and compliance with the instructions before evaluation.

It is the responsibility of applicants to obtain for themselves, at their own expense, any additional information necessary for the preparation of their submissions.

### **14. Further Information**

#### **14.1 Requests for clarification**

All requests for clarification or further information in respect of this Eoi, or any questions about the procurement, should be submitted via the eSourcing portal where there is a messaging facility. These messages will be forwarded to the Project Manager, Dr Riann Coulter where she will respond promptly. No approach of any kind in connection with this commission should be made to any other person within, or associated with the Council or by any other means.

If the Project Manager considers any question or request for clarification to be of material significance, both the question and the response will be communicated, in a suitably anonymous form, to all artists/ artist teams who have responded or have expressed an interest, or those that show an interest before the Eoi return date and time.

Any such communication from applicants must be received no later than two days before the closing date and time. Communications shall be treated in confidence, but shall be subject to this paragraph.

Both successful and unsuccessful applicants will be notified in writing by the Project Manager.

#### **14.2 Right to Issue Further Instructions**

During the procurement period, the Council reserves the right to make changes to the EoI documentation and any such changes shall be accepted by the applicants and incorporated into the finalised submission.

#### **14.3 Expenses and Losses**

The Council shall not be responsible for, or pay for, any expenses or losses that may be incurred by any applicant in preparing their submissions or abiding by the conditions outlined herein.

#### **14.4 Confidentiality**

All information supplied by the Council in connection with this competition shall be treated as confidential by applicants, except that such information may be disclosed so far as is necessary for the purpose of obtaining sureties, guarantees and tenders necessary for the preparation and submission of the EoI or by operation of law.

#### **14.5 Ownership of application documents**

The documents comprising this application shall remain the property of the Council. All Public Art Work and publications become the property of the Council after installation/completion.

#### **14.6 Return of specified documents**

Failure to return all specified documentation by the closing date, or such subsequent date as may be prescribed, may result in the submission not being considered.

#### **14.7 Qualified submissions**

No amendments to the EOI documents issued will be considered valid, except as shall be explicitly required or admitted (in writing) by the Council, qualification of submissions may result in rejection thereof.

#### **14.8 Right to request additional information**

The Council reserves the right to require any applicant to provide additional information supplementing or clarifying any of the information provided in response to the requests set out in this EOI. The Council may also seek independent financial and market advice to validate information declared, or to assist in the evaluation of the submission.

#### **14.9 Evaluation Criteria**

Evaluation criteria and scoring mechanism are set out below at *Appendix B*.

**Only those applicants who achieve a minimum quality score of 60% may proceed to the tender stage.**

#### **14.10 Conflict of Interest**

Artists will be required at all times to adhere to high standards of propriety, including impartiality, integrity and objectivity. This means that any private, voluntary, charitable or political interest that might be material or relevant to the work of the project should be declared. Both real and perceived conflicts of interest must be declared, as the appearance of conflict could be as damaging as the existence of actual conflict.

It is important that all potential conflicts of interest are declared at the beginning of the appointment process. All submissions will be assessed on merit and not treated more or less advantageously because of an actual or perceived conflict of interest.

#### **14.11 Equality**

The Council is committed to equal opportunities for all and the submissions will be judged as seen, purely on merit and without prejudice.

The winning proposal will be selected by the Public Art Selection Panel taking into consideration feedback from public consultation.

**The realisation of the winning proposal will be subject to funding being secured.**

Please contact Dr Riann Coulter, Curator, F.E. McWilliam Gallery for further information.

### Appendix A - Format of Submission

Interested artists/teams are invited to submit an Expression of Interest **via the eSourcing Portal** by no later than **4.00pm on 29 January 2016**

1	ARTIST/ ORGANISATION DETAILS		
1.1	Name of Applicant (or organisation)		
1.2	Contact name for enquiries about this EOI:		
1.3	Job Title:		
1.4	Address: Post Code:		
1.5	Telephone number:		
1.6	E-mail address:		
1.7	Website address (if any):		
1.8	Company Registration number (if this applies):		
1.9	Date of Registration: (if this applies)		
1.10	Registered address if different from the above: Post Code:		
1.11	Are you registered for VAT? If so, please provide Registration number:		
1.12	Are you:	i) a limited company?	
		ii) a partnership/ team?	
		iii) a self- employed sole trader	

1.13b	Are you acting as the lead artist in the partnership/ artist team?	Yes/No
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2		EXPERIENCE
2.1	<p><b>Experience of Working in the Public Realm</b></p> <p>Demonstrate a full understanding of problems which may be encountered whilst working in a busy operational public area and the approach to minimising the impact on operation of traffic and residents when carrying out the works. Outline relevant lessons learnt from other projects to this commission that demonstrate your understanding of public area working.</p>	Please limit your response to 500 words
2.2	<p><b>Relevant Experience and Past Clients</b></p> <p>Provide a list of up to 5 examples (maximum) of work in the public realm which has been undertaken in the last 10 years. Include the commissioner's name and contact details, site location, the commission period and value.</p>	<p><b>Complete and submit Appendix C.</b></p> <p>Do not include generic lists or projects which are not for similar works. Please include 2 images per project (see below 3.1)</p>

3		REQUIREMENT SPECIFIC QUESTIONS
3.1	<p><b>Artistic Quality</b></p> <p>Artistic quality will be judged on images provided for 5 examples of relevant past work. (see 2.2 above)</p>	Please include 2 images per project on 5 examples listed in 2.2 (see above). Maximum size per image is 1 x A4 page.
3.2	<p><b>Approach</b></p> <p>Provide a document outlining the approach taken to the delivery of 3 of the projects provided in 2.2</p>	

**The successful artist / team will be required to satisfy the panel that adequate safety provision will be made and that appropriate insurance cover will be in place.**

4	<b>INSURANCE</b>	
4.1	The minimum amount of Public and Products Liability Insurance required is £1m for each and every claim. Please enclose copy of current certificate. If you do not have this level of indemnity you will be required, upon award of contract, to put this in place.	Information only
4.2	The minimum amount of Employer's Liability Insurance required (if appropriate) is £5m for each and every claim. Please enclose copy of current certificate. If you do not have this level of indemnity you will be required, upon award of contract, to put this in place.	Information only
4.3	Please confirm whether you would be willing to take out the appropriate level of insurance cover to comply with above contract conditions if you are successful in winning the contract?	Yes/No

5	<b>HEALTH &amp; SAFETY</b>	
5.1	Does your organisation have a written health and safety at work policy? If "Yes" please enclose policy.	Yes / No
5.2	If " <b>No</b> ", please explain why:	

## Appendix B – Evaluation Criteria and Scores

Section	Weighting
1. Organisation / Applicant Details	N/A
2. Insurance	N/A
3. Health & Safety	N/A
4. Experience	Pass / Fail
5. Requirement Specific Questions  - 5.1 Artistic Quality - 5.2 Approach - 5.3 Community engagement - 5.4 Stakeholder engagement	50% 30% 10% 10%

Assessment	Score	Indicators
Excellent	5	The content of the Expression of Interest is excellent and fully addresses the requirements of the brief.
Very Good	4	The content of the Expression of Interest is very good and fully addresses the requirements of the brief.
Good	3	The content of the Expression of Interest is good and addresses the requirements of the brief.
Satisfactory	2	The content of the Expression of Interest is adequate and addresses the requirements of the brief.
Poor	1	The content of the Expression of Interest is poor and fails to address the requirements of the brief.
Nil Response / Unacceptable	0	No response or unacceptable information provided.

