

Economy Leisure and Property

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Listening Learning Leading



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Our reference: AB/PA12:

Request for Expression of Interest for the provision of Public Art; design and creation of a works of art at the Pavilion in the Great Western Park development, Oxfordshire.

Vale of White Horse and South Oxfordshire District Councils (the councils) is inviting competitive expressions of interest for the provision of Public Art; design and creation Public Art works and artistic interventions within the façade of the pavilion building at Great Western Park, Didcot.

If you are interested in providing an expression of interest please complete this submission in full and return it as explained below.

This is a letter containing the artists brief and an application form to formally indicate your expression of interest to work with us. Please answer all of the questions as accurately and concisely as possible or mark those not applicable as 'N/A' and provide an explanation.

The closing date for receipt of the completed Request for Expression of Interest is **12 noon on 1st November 2013.**

The council encourages you to complete the submission electronically and return to the council by email to Abigail Brown at abigail.brown@whitehorsedc.gov.uk placing in the subject box "**RPF of Expressions of Interest for Pavilion Façade for GWP**"

If completing in hardcopy format, please answer the questions in the same order as this document, and reference each answer to the relevant question. Please send your completed response to Abigail Brown, Arts Development Officer electronically to abigail.brown@whitehorsedc.gov.uk



1. Artists Brief for the Pavilion at Great Western Park, Didcot

The Great Western Park (GWP) development is highly significant in the overall growth strategy of the Didcot area. Its planned 3300 dwellings will increase the urban area of west Didcot along with its new schools, community centres, shops and recreational facilities. Public art contributions are being made by the developer to the district council. This transformational development bridges both South Oxfordshire Vale of White Horse district councils, both of whom have active public art policies.

Vale of White Horse District Council's aim is: 'to assist in creating a distinctive, high quality and successful new place, in particular to create a unique and distinctive identity and sense of place to reinforce residents' respect for their environment and enhance civic pride. All the components of the new settlement should be available to offer an opportunity for art to be incorporated as part of the design processes.'

*Vale of White Horse District Council Local Planning Guidance 2006
And Supplementary Planning Guidance 2009*

South Oxfordshire District Council acknowledges that: 'public art can play a very positive role in new development. It can help to create a unique identity for a place and can make using the environment a generally more pleasant experience. Public art can also contribute to the character of an area, particularly if the art draws inspiration from local themes or associations.'

South Oxfordshire District Council Local Plan 2011. January 2006

In 2011 Peter Anderson Studios were commissioned to research and develop a Public Art Strategy that has been informed and inspired by local people and the 'place story' of Didcot.

The Public art strategy sets out the following vision and themes for works of art integrated with the new and emerging community;

The vision "World leading sciencescape" is the driving engine for all public art commissions including installations, functional, practical urban furniture and way-finding features. All resulting art should therefore reflect the need to tell the world groundbreaking science stories in an inspiring and engaging way. When expressing the public art vision and story, all art should also find inspiration and be influenced by the following supporting themes:

- Countryside Complementary
- Science is in our DNA
- Quality Local
- Connections

Great Western Park Public Art Strategy, 2012

The strategy confirms the important role art has to play in being a voice for the people and the place, in promoting a shared sense of community in which everyone has a role and in celebrating a sense of place for all. The strategy sets out that any commissioned art for the site will be developed to be accessible for the whole community. All artistic submissions or expressions of interest will need to reflect the themes and intent defined by the Public Art strategy.

Within this strategy 8 projects have been outlined throughout each 3 neighbourhood areas, working with the following titles;

- landmark installation
- façades
- trails
- signage art
- notice boards
- bollards
- and a work of art called 'A Portrait of GWP' based at the Northern Neighbourhood Community Centre.

The Pavilion Art project

This particular request for *Expressions of Interests* is for facades and trails around the Pavilion building in the District Centre

This project will ensure the development's foundations are rooted in existing place stories. In contrast to static or surface artworks, these etched stories become a physical part of the entire development, this doesn't just connect GWP to Didcot and the wider area, it makes it Didcot.

The architects and engineers will work with an artist to design artistic interventions within the treatment of the glass work of the building (either etched or applied onto the glass/ facade of the building) and/or treatment to the render at ground level and consider artistic solutions within the curtilage of the building (engraved art) and the use of stainless steel within the gateway to the Pavilion. Therefore the scope for artwork should consider one or more of the following 4 areas;

- gates/ entrance feature
- bollards
- etched work within the glass or within the brickwork of the building
- treatment of the paths/ walkways and paving in the curtilage of the building

Materials to be considered are lazer cut stainless steel, Quartzite, concrete, lighting, etched glass and laminate applications and the materials and colour specifications noted in A1-6 of the Public Art Strategy.

The artist will create a series of designs to be engraved onto materials with a view of them being placed within the development's build.

The commission will be undertaken in consultation with South Oxfordshire and Vale of White Horse District Council Arts Development services and in line with the Public Art Strategy for Didcot Great Western Park.

The artistic brief will also consider representing or celebrating the archaeology of the site (further information will be provided on appointment of our chosen artist), but also adhering to the public art vision of representing modern materials and 'world leading science scape' theme identified within the public art strategy."

The role of the artist

We are seeking Expressions of Interests from artists with experience of similar projects in scale and materials. Our chosen artist will act as a lead artist and be responsible for the following aspects during the research and design phase;

- explore possible artistic intervention in the fabric of the building and its surroundings - working with the architect and developer to identify artistic enhancements to existing features such as etched glass, interventions in the brickwork, street furniture and gateway features
- actively involve the surrounding new community, leading on workshops and creative engagement initiatives with the future users
- lead on communication with local residents and stakeholders such as attending residents' meetings, and liaising with the architects and contractors to work on detailed technical aspects of the artwork

After a period of community engagement, research and design our lead artist will be expected to present their design proposal which should include;

- scaled and detailed drawings of the proposed designs (maquettes are optional)
- detailed budget and breakdown of all associated costs (including materials, artists time, transport, installation and treatment and finishing).
- proposed timescale
- installation method statement
- a proposed maintenance schedule

The artist will be commissioned and contracted in two stages (one for the design and once the design is approved a second contract will be issued for creation and installation). The time-scale at this stage is negotiable.

Management of the project -

The project is jointly managed by the Vale of White Horse District Council and South Oxfordshire District Council, who administrate the project management group comprising of representatives from;

- the Arts Development officers departments of Vale of White Horse and South Oxfordshire District Council s
- the Developers (Taylor Wimpey)
- the landscaping contractors (Tibbalds)
- the Joint Planning departments of Vale of White Horse and South Oxfordshire District Council s

The Arts development officers will be responsible for the day to day running of the project and liaising with interested parties. Full description of the role and responsibility of the artists will be drawn up during the negotiations for the design contract stage.

Process / Timetable

Activity	Deadline / indicative timescale
Circulate and advertise brief	25 th September
Closing Date	1 st November
Shortlisting	7 th November
Interviews /selection	20 th November
Community and research phase	December 2013 – March 2014
Design submission	March 2014
Design approvals sought	March 2014
Commission making phase	April/ May 2014
Continued community engagement	

Creation of artwork	
Installation	October 2014
Unveiling	

Budget

The overall budget for this project is £65,000. Our chosen artist will be commissioned in two phases. The first phase of community workshops, research and design is allocated £3000 (to include all artists fees, travel, preparation, materials and promotion costs). The fee for the main works is £62,000. This includes materials, fabrication, design and installation.

The selection process

This Request for *Expressions of Interest* is being advertised locally and nationally for interested artists to submit application.

To be considered for this opportunity the artist must be able to provide;

- public liability and professional indemnity insurance of at least £5m
- experience of at least 4 large scale public art projects
- proven track record of working with the community and appropriate CRB checks

Our chosen artist will have

- experience of working on large scale projects within the public realm
- experience of working across a broad range of artforms and materials
- previously produced artworks of a functional nature or artwork that has an integral relationship with the architecture
- be inspired by media and new technologies

Your Expression of interest in the project should include be submitted in section 2 of following form.

2. Response from the artist

if you would like to express and interest in this commission please answer the following questions

Please provide your contact;

Company Name	
Company Address	
Contact Name	
Telephone Number	
Email Address	

1. Please give a brief history of you and your work (maximum 500 words)

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2. What appeal to you specifically about this commission (maximum 500 words)

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3. Please detail your previous projects of a similar scale that you have been involved with, and any supporting information for the 8 images supplied with this form. Please include information to indicate your artistic quality of work, and why this commission appeals to you. (maximum 500 words)

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4. Please indicate your approach to this commission, and estimate a design and creation process that you would follow.

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5. We expect our chosen artist to have both Public Liability and Professional Indemnity insurance. Please provide details of all insurance cover currently in force.

Insurance	Cover (£)	Renewal Date
Public Liability Min £5,000,000		
Professional Indemnity Min £1,000,000		
Other		

6. Please provide details of two references from existing clients in the last three years that are relevant to the council's requirement.

	Reference 1	Reference 2
Company Name and address		
Contact Name Phone Number Email address		
Company website address		
Date contract awarded		
Date contract completed		
Value of contract (£)		
Brief description of contract		
If you cannot supply at least one reference, please briefly explain why		

Financial proposal

We understand that every project is different and bespoke, but would be useful to understand and indicative project costing.

We commission artists in 2 phases, initially design contract to include all research, design and community involvement and a second contract once designs are approved, for the creation, delivery and installation of the work.

Please insert your **estimated** project breakdown excluding VAT.

Item	Description				£ estimated
	Design Phase				
1	Research fees				
2	Community consultation – artists fees and materials costs, if necessary				
3	Design fees				
4	Miscellaneous fees – attendance at meetings, correspondence etc				
5					
	Creation and installation phase				
6	Artists fees				
7	Materials/ fabrication				
8	Storage and transport				
9	Installation				
10	Interpretation (if required) or post project publicity				
	Maintenance & support after guarantee expiry - a period of 1 year is expected for any snagging or support issues to be addressed before final payment		£	£	£
			£	£	£
	Sub Total		£	£	£
	VAT		£	£	£
	Total		£	£	£

Please detail any particular conditions or circumstances that could affect the price quoted. Please also detail the period of time that the price will be held for.

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Acceptance and evaluation

Weighted selection criteria (out of a possible 100%)		
Question	Criteria	Weighting
1	Artists statement	10%
3	Quality management/professional/trade membership	5%
4	Strength of previous and similar work and artistic quality of work	30%
5	Strength of at least 1 reference	5%
6	Approach to commission, installation plan and maintenance schedule	20%
7	Approach to research, design and community work	20%
8	CV	5%
Financial Proposal	Overall Financial Proposal	20%
	Total	100%

Interviews

Artists will be assessed on the following areas at interview;

	Weighting (from a possible 100%) to be assessed at interview
Quality of work	35%
Experience of similar projects	15%
Approach to work with the community	15%
Financial proposal	20%
Artistic style with ability to be in keeping with the setting	10%
Timescale compatibility	5%



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The Public art panel hope to start short listing artists on the 7th November. I hope to keep you informed of our progress and plan to hold interviews on 20th November. Thank you for your interest in the project.

Yours sincerely

Abigail Brown
Arts Development Officer

Appendix A

Declaration

For the provision of **Provision of Public Art at Great Western Park, Didcot**

I certify that the information supplied is accurate to the best of my knowledge and belief.

I understand that **South Oxfordshire District Council and/or Vale of White Horse District Council** may contact anyone to verify this information, and that false or misleading information could result in my/our exclusion from the select tender list.

I also understand that it is a criminal offence, punishable by imprisonment to give or offer to give any gift or consideration whatsoever as an inducement or reward to any servant or member of a public body. In addition your specific attention will be drawn to the clause in the proposed contract empowering the Authority's to cancel the contract and to recover any loss from the contractor if the contractor has offered any gift or inducement of any kind in relation to obtaining the contract.

Signed _____

Position held _____

For and on behalf of _____

Date _____

Before returning this application form, please ensure that you have: -

- Answered all questions.
- Enclosed all relevant documents.
- Completed the above declaration.

N.B. APPLICATIONS MAY NOT BE CONSIDERED UNLESS ALL THE ABOVE HAS BEEN PROVIDED



Appendix B

Statement relating to good standing – Grounds for obligatory exclusion (in eligibility) and criteria for rejection of candidates in accordance with Regulation 23 of the Public Contracts Regulations 2006 (as amended)

**South Oxfordshire District Council and Vale of White Horse District Council
Provision of Public Art at Great Western Park, Didcot**

We confirm that, to the best of our knowledge the Applicant is not in breach of the provisions of Regulation 23 of the Public Contracts Regulations 2006 (as amended) and in particular that:

Grounds for mandatory rejection (ineligibility)

The Applicant (or its directors or any other person who has powers of representation, decision or control of the named organisation) has not been convicted of any of the following offences:

- (a) Conspiracy within the meaning of section 1 of the Criminal Law Act 1977 where that conspiracy relates to participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA (as amended);
- (b) Corruption within the meaning of section 1 of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906 (as amended);
- (c) The offence of bribery;
- (d) Fraud, where the offence relates to fraud affecting the financial interests of the European Communities as defined by Article 1 of the Convention relating to the protection of the financial interests of the European Union, within the meaning of:
 - (i) The offence of cheating the Revenue;
 - (ii) The offence of conspiracy to defraud
 - (iii) Fraud or theft within the meaning of the Theft Act 1968 and the Theft Act 1978;
 - (iv) Fraudulent trading within the meaning of section 458 of the Companies Act 1985;
 - (v) Defrauding the Customs within the meaning of the Customs and Excise Management Act 1979 and the Value Added Tax Act 1994;
 - (vi) An offence in connection with taxation in the European Community within the meaning of section 71 of the Criminal Justice Act 1993; or
 - (vii) Destroying, defacing or concealing of documents or procuring the extension of a valuable security within the meaning of section 20 of the Theft Act 1968;
- (e) Money laundering within the meaning of the Money Laundering Regulations 2003; or
- (f) Any other offence within the meaning of Article 45(1) of the Public Sector Directive.;

Organisations Name	
Signed	
Position	
Date	

Discretionary grounds for rejection

The Applicant (or its directors or any other person who has powers of representation, decision or control of the named organisation) confirms that it:

- (a) being an individual is not bankrupt or has not had a receiving order or administration order or bankruptcy restrictions order made against him or has not made any composition or arrangement with or for the benefit of his creditors or has not made any conveyance or assignment for the benefit of his creditors or does not appear unable to pay or to have no reasonable prospect of being able to pay, a debt within the meaning of section 268 of the Insolvency Act 1986, or article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland has not granted a trust deed for creditors or become otherwise apparently insolvent, or is not the subject of a petition presented for sequestration of his estate, or is not the subject of any similar procedure under the law of any other state;
- (b) being a partnership constituted under Scots law has not granted a trust deed or become otherwise apparently insolvent, or is not the subject of a petition presented for sequestration of its estate;
- (c) being a company or any other entity within the meaning of section 255 of the Enterprise Act 2002 has not passed a resolution or is not the subject of an order by the court for the company's winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, nor had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part thereof or is not the subject of similar procedures under the law of any other state;
- (d) has not been convicted of a criminal offence relating to the conduct of his business or profession;
- (e) has not committed an act of grave misconduct in the course of his business or profession;
- (f) has fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the organisation is established;
- (g) has fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established;
- (h) is not guilty of serious misrepresentation in providing any information required of him under this regulation;
- (i) in relation to procedures for the award of a public services contract, is licensed in the relevant State in which he is now established or is a member of an organisation in that relevant State when the law of that relevant State prohibits the provision of the services to be provided under the contract by a person who is not so licensed or who is not such a member.

Organisations Name	
Signed	
Position	
Date	

Appendix C

Freedom of Information Act

As you know, from January 2005, the Council is required to comply with the provisions of the Freedom of Information Act 2000 (the “Act”). This means that all information held by the Council has the potential to be disclosed to a member of the public requesting it. In order to limit disclosure it is necessary to categorise information as exempt information under Part II of the Act.

Typical exemptions which might apply are as follows:-

- (1) Information that constitutes a trade secret.
- (2) Information the disclosure of which would, or would be likely to prejudice the commercial interests of any person, including the Council.
- (3) Commercial information, which can be kept confidential for an agreed period following which, you acknowledge it will be released if a request for it is received under the Act. The Act defines commercial information as a trade secret, or information, the disclosure of which would prejudice the commercial interests of either party.

Therefore in submitting your tender, quote or proposal to the Council, you are asked to clearly identify which of the information you have provided you desire to be kept confidential as exempt information. Please also specify the period of confidentiality, which you reasonably consider should be applicable to that information. The Council may or may not be able to comply with this request.

You should also be aware, that any information you consider to be commercially confidential, may at a later date cease to constitute exempt information, or it may subsequently prove to be in the public interest to disclose such information. Also, please note that any decision on non-disclosure of information could later be overridden by the Council’s obligations to disclose under the Act

Please list any information you wish to be kept as confidential.



Appendix D

Transparency Certificate

The parties acknowledge that, except for any information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act ("The Act") the text of this Agreement, and any Schedules to this Agreement, is not Confidential Information. The Council shall be responsible for determining in its absolute discretion whether any part of the Agreement or its Schedules is exempt from disclosure in accordance with the provisions of the Act.

Notwithstanding any other term of this Agreement, the Contractor hereby gives its consent for the Council to publish this Agreement and its Schedules in its entirety, including from time to time agreed changes to the Agreement, to the general public in whatever form the Council decides.

Applicant's signature

Print name(s) in full

Dated this Day of 20

Name and address of company