

Halloween Ephemeral Art Bench

Public Art Brief

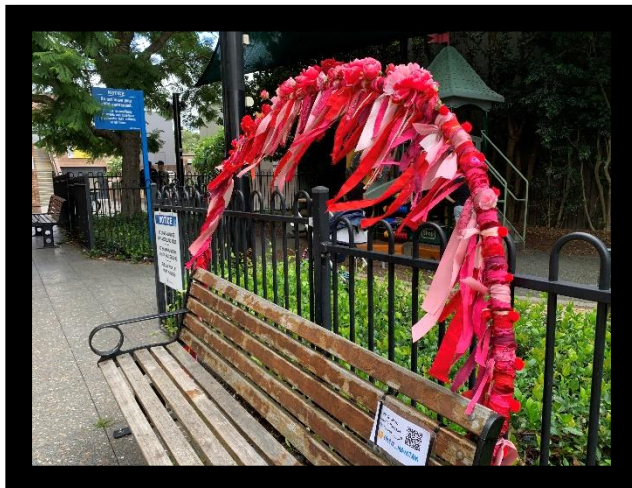
June 2024



Installation by Carla Gottgens



Installation by Carla Gottgens



Installation by Stephanie Quirk



Installation by Lise Hobcroft

***The City of Canada Bay is seeking to commission ephemeral art bench installations
for Halloween 2024.***

The Brief

The City of Canada Bay is seeking to commission **ephemeral art bench installations for Halloween 2024**.

The installations on public bench seating will need to be designed for a minimum of 4-week lifespan and be in place on or before Thursday 3 October 2024, in the lead up to Council's Halloween Festival on Majors Bay Road, Concord.

Council proposes to engage a creative, artist or artisan to undertake the installations which will reflect the creative expression associated with Halloween.

Expression of Interest

Expressions of Interest from an artisan, artist, designer, poet, florist, and other creatives are invited to undertake each commission.

A minimum of three (3) public bench seats are to be subject of Halloween designed installations, located along Majors Bay Road, Concord.

The Vision

The commissioned creative will utilise an existing public bench as the canvas for their Halloween installation.

The project should resonate with the local community and visitors, creating a fun photo opportunity, celebrating this festivity.

Themes

The proposed installations should challenge the status quo and shift perceptions of what should be expected in a public place.

Creatives can seek key directions of the City in the following City of Canada Bay strategic documents which can be accessed from [Council's website](#) and [Our Creative City Cultural Plan 2033](#) and [Our Future 2036](#).

Those submitting an Expression of Interest are encouraged to explore the themes of mystique, transformation, the colour orange, and the supernatural.

Opportunities

This is an opportunity to transform a common piece of built infrastructure into a vibrant and welcoming sight using colour, movement, fabrics, verse or similar.

The artwork should be clearly visible from the adjacent street frontages.

There are many possible approaches, and the City of Canada Bay is open to proposals that excite and have the potential to create a strong social media footprint.

Council may decide to commission a single creative to undertake the project or up to 3 individual creatives depending on the submissions received.

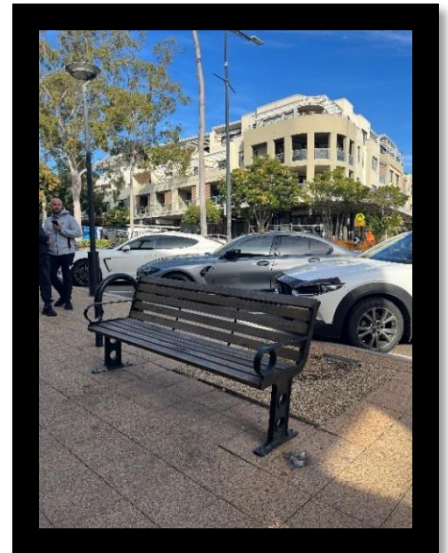
The City of Canada Bay are champions of sustainability, and these installations offer an opportunity to re-use materials in the development of the work.

Implementation

Artwork Specifications

As the artwork will be on a structure with vertical elements, no materials can be used which have the potential to fly off and damage/hurt users of a seat or passers-by, vehicles, or other structures. The installation is not to be reflective or create an audible sound that may disturb residents or businesses.

Site images of proposed bench seats for transformation:



Note – other locations along Majors Bay Road may be considered.

Project Budget

The budget for each seat installation is \$1,200 excl GST (or \$3,960 for 3 seats, incl. GST).

The Project budget should include:

- a) Fees
- b) Detailed design submission including a written statement and drawings, provision of PDF files for Council records
- c) Site visits as needed
- d) Fabrication and installation
- e) Risk Assessment and management of the site during project, including provision of site safety plan for works and provision of public liability insurance information for artisan and any sub-contractors.

Deliverables

- a) concept plan for design
- b) installation of the artwork
- c) statement on artisan for signage and marketing materials
- d) details on decommissioning process

Selection Criteria

The creative will be selected on the following criteria:

- Integrity and creativity of proposal
- High quality
- Experience and expertise in this type of project
- Feasibility of proposal
- Priority is given to creatives living and or working in the City of Canada Bay and are open to those in the Sydney region.

Creative Responsibilities

The City of Canada Bay requires the project creative to:

- Manage and deliver, including installation of the project within the agreed production schedule.
- Deliver the installation in accordance with the following project delivery milestones.
- Hold a public liability insurance policy with a minimum \$20,000,000.

The decommissioning of the installation and returning the seat to its original condition will be undertaken by the Council.

Expression of Interest Submissions

Interested creatives are invited to submit an Expression of Interest (EOI). Your submission should provide the following:

- Images of previous relevant projects completed (maximum 10 images)
- Current curriculum vitae
- Written description of proposed approach to this project (maximum 100 words) and/or concept sketch/design
- Project budget outline, including fees and installation costs.

Production/project delivery schedule

Expressions of Interest submitted by COB	Friday 26 July 2024
Creative engaged	Friday 9 August 2024
Potential site meeting	Wednesday 4 September 2024
Payment 1 - 50%	Wednesday 4 September 2024
Plans for installations	Wednesday 18 September 2024
Installation complete	Wednesday 2 October 2024
Payment 2 - 50%	Wednesday 9 October 2024
Decommissioning prior to	Monday 4 November 2024

Engaged Creative

The engaged creative will work with the Council Place Management team to deliver this project.

Draft designs in conjunction with sampling of materials will be required. The creatives will be contracted with payments for milestones achieved as indicated above.

Copyright

Copyright in material produced for concept designs resides with the creative. Copyright in material produced for detailed designs in conjunction with Council resides with both Council and creative.

Wherever Council reproduces images of the project in electronic, print, or digital media the Council undertakes to acknowledge the project creative.

The project creative will not produce another work, which is identical or substantially similar in design without the prior consent of the Council. Information received in Expressions of Interest submissions which is considered intellectual property, proprietary, commercial-in-confidence or otherwise confidential will not be disclosed to external bodies.

Disclosure

In addition, specific details of the process and evaluation will not be disclosed until an appointment is made. [Section 10A](#) of the Local Government Act outlines the circumstances under which a council or council committee meeting may be closed to the public.

This includes information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business. This also includes commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it or confer a commercial advantage on a competitor of the council or reveal a trade secret. The project team will ensure their responsibilities are met in regard to relevant provisions of legislation such as the GIPA Act and the Privacy and Personal Information Protection Act 1998.

Conflict of Interest

A statement regarding pecuniary, actual, or potential conflict of interest should be provided. Please refer to the following standards available via Councils website - "Ethical Considerations", "Statement of Business Ethics", "Code of Conduct" and "Government Information (Public Access) Act NSW, s.54 and s.121"

The NSW Government established the ICAC to protect the public interest, prevent breaches of public trust and guide the conduct of public officials. Conflict of interests may occur when an individual could be influenced, or a reasonable person would perceive an individual could be influenced, by a personal interest when carrying out public duties. There is a reasonable community expectation that where such a conflict occurs, it will be declared, assessed, and resolved in favour of the public interest.

A conflict of interests can be of two types:

Pecuniary – an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated as defined by section 442 of the Local Government Act 1993.

Non-pecuniary – a private or personal interest the council official has that does not amount to a pecuniary interest as defined by the Act. For example, a non-pecuniary interest could be a friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature. Please declare any pecuniary and/or non-pecuniary conflicts of interest that you are aware of.

A statement of Business Ethics should be included with the Expression of Interest including that applicants have read and understood the codes and standards scheduled above. Unethical or inappropriate conduct, such as approaching Councillors, Authority or Council officers or intimidating behaviour by applicants will result in a submission being disqualified.

Due date

Expression of Interest submissions are to be received at Council by COB – **Friday, 26 July 2024.**

Contact Details

All submissions should be directed to:

Nicole Matthews

Email: Nicole.matthews@canadabay.nsw.gov.au

Phone: 9911 6432