

## TERMS OF REFERENCE

Invitation for Public Art Proposal for the Cambridge Recreation Complex, 655 Wesley Blvd., Cambridge, ON.

You and two other artists are being invited to submit a proposal to create a work of original public art to be included in the

. Information about the project is contained herein.

### **Public Art Mission and Definition of Public Art**

The City of Cambridge believes that public art makes a significant positive contribution to the urban landscape, and quality of life. A healthy and creative city will support art and culture and benefit from the enhancements and contribution to the city's identity that public art provides. Cambridge also believes that public art should be accessible to all.

This suspended art must follow the specifications listed in Appendix A. detailed drawing includes:

- 13M x 9M x 12M x 4.5M
- Maximum weight to be hung from roof structure above 450 kg total load allowance, maximum point load 225kg
- 9.15M floor-to-ceiling height (to lower lobby level)
- 3.5M from ceiling to bottom of artwork

Furthermore, the art must:

- be original, and display a high quality of design and technical skill in the execution
- be engaging to the public
- be permanent, durable, low maintenance, resistant to light exposure, safe and vandal-proof
- may involve aesthetic, historic or commemorative objects
- this piece will be suspended from the ceiling

\*All materials proposed and/or used must be Canadian and operating impacts will be considered as part of the selection criteria

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### Timing of installation

- Building construction completion is anticipated Summer 2026; public art installation is expected to be completed Spring/Summer 2026, final installation date to be determined and coordinated with building construction schedule.
- The artist shall coordinate installation with the City's Project Manager and the General Contractor responsible for building construction.

### Commission Process

The Arts and Culture Advisory Committee (via the Public Art Sub-Committee) is responsible to Council for overseeing the process of commissioning the work, including the terms of reference; the distribution of information and requirements; and acting as a liaison with city staff and the selection jury. The jury is under no obligation to select any of the submissions, and all decisions are subject to City Council approval up to and including commissioning and installing the work

The jury will be composed of 6 members: three well-established, nationally recognized experts and three local representatives. The jurors are knowledgeable, highly qualified, and widely respected within their fields.

The jury will include,

- An art critic/professor
- A curator of site-specific installations
- A curator of a gallery
- A local indigenous artist

And, by public application,

- A young adult from Waterloo Region; post-secondary undergraduate, graduate or recently graduated within two years, and having studied fine arts or related arts courses
- And a qualified member of the public (Cambridge citizen at large)

**Stage One** will consist of an invitation to three qualified artists to develop their proposals

**Stage Two** will consist of a jury that will review all three proposals and then make a recommendation to the Public Art subcommittee, which will then ask the Arts & Culture Advisory committed to make a recommendation to Council to approve the final selection.

## Terms of Reference

### **Budget**

The allowance available to the artist will be up to a maximum of \$225,000, inclusive of all expenses. The allowance for the artwork must include any expenses incurred by the artist to produce and install the artwork, such as, but not limited to:

- artist and/or artist team fee
- artist travel expenses
- all consulting fees, including structural engineering costs if required
- design
- materials
- fabrication
- HST
- legal costs, if required
- insurance\* (liability/damage insurance; standard practice)
- WSIB
- special features, if any (e.g. lighting)
- installation costs, including travel and delivery
- clean up costs

\* The artist must carry the appropriate insurance from the signing of the contract until completion when the artwork is signed over to The City of Cambridge. The City of Cambridge requires \$2 million liability/damage insurance.

### **Selection Criteria**

- Ability to work collaboratively with others, including City of Cambridge staff
- an understanding of the community
- a proven track record in public art commissions
- originality, imagination, and artistic merit
- experience working with the materials being proposed
- materials must be Canadian
- appropriateness of the concept and design to the site
- appropriateness of the materials specific to the specified public environment
- feasibility in implementation
- the ability to adhere to the overall schedule
- the ability to install in the timeframe requested
- compliance with the competition requirements

\*Operating impacts will be considered as part of the selection criteria.

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### **Selection Process**

A two-stage process will be conducted as follows:

- Stage One:  
An invitation call to 3 artists. With specifications and expected timeline
  
- Stage Two:  
The 3 artists will be paid an honorarium of \$500 towards producing their proposals.  
The three proposals will be shared with the public.  
The jury will consider the three proposals and may request optional presentations and/or interviews with some or all of the candidates.  
The jury will make the final selection and recommendations to the Arts & Culture Advisory Committee (via the Public Art Subcommittee).  
The Committee will present their recommendation to City Council.  
Subject to City Council's approval, the artist will be notified, contract signed, the art will be commissioned and installed.

### **Submission Requirements**

#### **Stage One**

Please include in your submission:

1. An artwork statement about this proposal. Describe the general design concept and rationale for an artwork installation of this type, include simple sketches.
2. Provide a curriculum vitae (c.v.), including public art commissions (maximum of 2 pages including reviews/articles).
3. Submit a proposed site-specific design. This is not the final detailed submission, but a clear indication of the concept.
4. Provide 3-5 JPEG images of past work. Images must be clearly titled and numbered.
  - Please do not send any materials other than requested for Stage One;
  - Please do not submit 3-D models, original work, catalogues or oversized renderings mounted on boards.

Submissions not meeting the above requirements may not be considered.