



# EXPRESSIONS OF INTEREST CALLED

PUBLIC ART COMMISSIONING BRIEF –  
BUS SHELTERS – VARIOUS LOCATIONS

Project Summary	
Commission	Bus Shelters Public Art Project
Location	Various locations across Byron Shire (refer map)
Audience	Residents, workers and visitors to Byron Bay
Artwork budget	Total budget for 11 new bus shelters is \$110,000
Applications/ EOIs close	31 <sup>st</sup> August 2018
Installed by	31 May 2019

## Introduction

Byron Shire Council is calling for proposals from individuals or consortiums of artists interested in the commission of 11 new bus shelters at selected locations across Byron Shire, and associated designs.

Proposals must meet the assessment criteria outlined in this brief. The Public Art Panel will oversee the artistic process as governed by the Public Art Guidelines and Criteria, the Public Art Strategy and the Council's Public Art Policy.

Council is seeking submissions for public art that meet the public art objectives and consider the physical location in the artistic expression. The relevant guiding principles and policy statement are provided below for clarity.

### Guiding principles

The following guiding principles are from the Byron Shire Public Art Policy:

1. Distinctive Spaces - Create and commission innovative, public art that reflects the values of the Shire's communities.
2. Diverse Art Forms - encourage new, innovative art forms and styles.
3. Local Skilling and Employment - provide opportunities for local artists and community members to develop their professional skills.
4. Partnerships - develop and maintain collaborative partnerships with those involved in public art projects.
5. Local Culture- Public Art will reflect the local cultural diversity, identities, issues, values and sites of significant cultural and natural heritage.
6. Quality Facilities – create public art that contributes to the provision of quality amenities and facilities.
7. Sponsorship - encourage private and commercial sector contributions to public art and effective mechanisms for partnerships.

Council recognizes that high quality public art has the ability to enhance public places and spaces. It can also add immeasurably to a community's sense of place, contribute to civic identity, address community needs, and activate public spaces.

As outlined in the Public Art Policy, Public art acquisitions will be:

- a. Integral to social and cultural development as outlined in the Byron Shire Community Strategic Plan.
- b. Developed and managed by appropriate procedures and processes (refer to Public Art Guidelines and Criteria)
- c. Created considering standards of excellence, in a professional manner
- d. Adequately planned with relevant stakeholders throughout the project duration
- e. Meaningful, aesthetically stimulating and site specific
- f. Aimed to provide a cultural outcome (see Cultural Outcomes below)
- g. Supportive of local creative industries.

## Project Background

Council currently has 40 bus shelters with a condition rating from condition 1 (excellent) to condition 5 (very poor). As part of the replacement process for shelters in poor condition, Council wish to bring all bus stops across the Shire into compliance with the Disability Standards for Accessible Public Transport (DSAPT) 2002.

Of the 40 shelters, eleven (11) bus shelters, rated condition 4 and 5 have been prioritised for replacement as listed in the table below. Whilst a set of photos are attached to the brief, site visits to the 11 bus stops is recommended.

Shelter No	Primary Location	Locality	Condition Rating
2	Main Arm Road	Main Arm	4
10	Clifford Street	Suffolk Park	5
12	Tweed Street	Brunswick Heads	5
16	Broken Head Road	Suffolk Park	5
18	Lighthouse Road	Byron Bay	4
26	Huonbrook Road	Montecollum	5
27	Huonbrook Road	Huonbrook	5
28	Browning Lane	Yelgun	5
29	Midgen Flat Road	Broken Head	4
31	Fowlers Lane	Bangalow	5
33	Cemetery Road (Sth)	Byron Bay	5

## Purpose of the commission

Bus shelter locations vary from rural to village settings. Council seeks designs that reflect the cultural life of Byron Shire. A minimum of two designs are sought. Designs may be unique for each of the 11 bus shelters, or include a smaller number of designs that are able to be replicated in a range of locations. As part of the commissioning process, Council will retain the designs to use for future bus shelter upgrades.

The purpose of the commission is to provide functional artistic bus shelters that meet the Disability Standards for Accessible Public Transport.

## Artistic Themes

- Be innovative, original work with high artistic merit
- Be reflective and responsive to local culture, including the local Aboriginal context, if relevant
- Add life, texture and interest to the sites
- The work has the potential to include single or multiple elements
- The use of innovative materials including environmentally sustainable and eco-friendly material is encouraged
- Streetscape elements such as bus shelters can become part of a unique visual identity for the Shire.

## Bus Shelter Design

Bus shelter designs need to incorporate:

1. an ability to upgrade, change or alter the bus shelters in the future if required,
2. Disability Discrimination Act compliance\*,
3. Consideration of vandalism and maintenance costs, and
4. Consideration of the practical considerations listed below.

Practical Considerations and constraints

- Ability to incorporate night lighting, seating, shelter from inclement weather
- Options for future upgrades including solar lighting, USB charging, Wi-Fi, etc
- Form a permanent installation with a life of at least 20 years
- Durable, robust, and of quality, low-maintenance materials
- Consider roof drainage (ie no drainage pipes)
- Consider each site dimensions and sizes
- Be easily cleaned
- Be treated with anti-graffiti coating, if applicable
- Comply with all relevant Australian Standards and Building Codes and Regulations
- Comply with the Disability Standards for Accessible Public Transport (DSAPT) 2002\*
- Consider traffic sightlines and safety
- Consider long term maintenance requirements and relevant maintenance costs
- Be a lasting addition to the public art assets of the Shire.

\*The Disability Discrimination Act 1992 requirements for accessible bus stop guidelines promote compliance of bus stops with the Disability Standards for Accessible Public Transport (DSAPT) 2002. All bus stops are required to comply with the DSAPT.

Artists will be required to demonstrate their design is compliant with these requirements by engaging an accredited Access Consultant.

The following Disability Standards for Accessible Public Transport (DSAPT) standards for each bus stop must be met. Note Council will be demolishing existing bus stops and preparing the sites with concrete pads and approaches that meet the following requirements.

- A firm, evenly graded boarding point, as level as possible;
- An unobstructed space large enough to allow for the deployment of a ramp so that a person with a mobility disability can safely get on or off a bus;
- A seamless transition between the bus stop and any connecting footpath, or the bus stop and the road where there is no footpath;
- Clear signage indicating the location of the bus stop: and
- Consistently-applied tactile ground surface indicators to assist people with low vision to identify the presence of a bus stop and the boarding point.

## Budget

Shortlisted artist/s selected to develop concepts will be paid \$1000 excluding GST for the development and preparation of concept design proposals.

Council has been successful in receiving a grant from the Country Passenger Transport Infrastructure Grants Scheme (CPTIGS) to replace eleven (11) of the highest risk bus shelters, of \$110,000. This is the total amount available for the provision of public art and includes any payments to artists for concept development (as above).

The budget must consider/ include design development, artists fees, travel and other artist costs, public liability insurance, consultation (where appropriate), engineering reports, drawings, footings, rust and termite control, coatings, materials, fabrication, delivery of work, provision of final designs to Council for future bus shelters, equipment hire, transportation, traffic management, installation, connection to services if applicable, etc.

Please discuss traffic management and other costs regarding installation with the Council contact to determine the exact nature of costs that need to be covered by this commission.

It should be noted that the total available budget of \$110,000 is the only allocation available towards the fabrication and realisation of the project. No contingency is provided.

Payment method will be negotiated with the selected artist(s) to ensure progress payments are made to cover start-up and development costs. An agreed balance will be paid on completion and installation of the final artwork.

## Timeline

Expressions of Interest open – Stage 1	closing 31 August 2018
Concept proposal approval (shortlist)	By 14 September
Design development by shortlisted artists – Stage 2	Due 5 October
Artist selected by Public Art Panel members	Public Art Panel meeting at date to be confirmed in November, then endorsed by Council
Construction/ fabrication	December – March 2019
Installation	By 30 May 2019

## Application and approvals process

Application requirements are listed below and documents should be submitted together:

1. Artist/ artistic team CV(s) and contact details
2. Artistic statement (no more than 500 words) and visual representation of proposed artwork
3. Project Plan including materials, methodology and schedule for design, delivery and installation of the artwork
4. Budget considering costs listed above under 'budget'
5. List and credentials of any additional consultants to work on the project (eg engineer)
6. Insurance details
7. Previous work examples (up to 10 images of previously completed projects)
8. Names and contact details of two referees
9. A statement of agreement including the provision of the intellectual property of the submitted designs with confirmation they can be used by Council for future bus shelter replacement; and acknowledgement that Council may upgrade, change or alter the bus shelters in the future if required.

Each project will be evaluated based on the assessment criteria (see below). Late applications will not be accepted. Any applications that do not address the full selection criteria will be ineligible.

**The closing date is 4pm Friday 31<sup>st</sup> August 2018.**

Council's Public Art Panel, will assess the applications against the criteria and make a recommendation to Council in awarding the commission. Projects cannot commence until Council approves the project (ie by Council resolution). The successful applicant will be notified in writing that their project has been approved.

- Once the project has been approved and applicant notified in writing, work can commence.
- A Commission Agreement contract will be negotiated, including project milestones and payments schedule.
- An acquittal and debriefing report will be required to receive the final instalment of funds.

Enquiries should be directed to Rachel Derbyshire, Community Project Support Officer on 6626 7225 or via email [rachel.derbyshire@byron.nsw.gov.au](mailto:rachel.derbyshire@byron.nsw.gov.au).

### Supporting Documentation

The following documentation is provided to assist in the development of proposals:

1. Byron Shire Public Art Guidelines and Criteria including relevant appendices such as the Concept Design Agreement and Agreement for the Commissioning of an Artist.
2. Draft Public Art Strategy

## Assessment Criteria

Applications will be assessed using the *Public Art Guidelines and Criteria* and Council's *Public Art Policy*.

### Concept design proposal (Stage 1) – assessment criteria:

1. Satisfies the principles, key ideas, thematic direction and purpose of the commission and best meets the requirements outlined in the project brief / shows an understanding of the brief;
2. The artwork is:
  - a. Artistic and aesthetic concept design / demonstrates artistic excellence;
  - b. Locally and culturally appropriate;
  - c. Requires low level maintenance (based on maintenance requirements);
  - d. Has demonstrated how the practical considerations listed on p4 have been considered and incorporated into the design.
3. Consideration of public safety, risk management and maintenance for anticipated life of the work
4. Meets relevant building, safety and disability standards;
5. Meets the requirements of the project budget;
6. The project timeline can be met; and

Mandatory requirements include:

- The artist must hold appropriate insurances, including public liability insurance to the value of \$20 million
- The total budget for the project must consider all costs including installation of the artwork to final completion as outlined under the heading 'budget'
- The project can be completed within the timeframe specified

***Any proposals that do not meet the mandatory requirements will not progress to further stages of assessment. Incomplete applications will not be considered.***

### Shortlisted artists (Stage 2):

Shortlisted artists will receive a fee of \$1000 to develop their concept design further and will be required to sign a Concept Design Agreement (refer Appendices to the Public Art Guidelines and Criteria).

The artist(s) may be required to present their proposals at a date and time to be advised to the Public Art Panel at their meeting in November (date to be confirmed).

The final design proposal is to include:

- A written statement of concept philosophy and description of concept proposal
- Documentation consisting of scaled technical drawings to include plan, elevation and section, sketches and/or a model to convey the concept and scale of the proposed design
- Site plans showing proposed location of work(s)
- Final project budget indicating design development and installation costs
- Preferred materials and fabrication methods
- Indicative detail of footings and fixings to footings
- Outline of public safety, risk management and maintenance considerations for the life of the project – provide a risk assessment.
- Demonstration of how the Disability Discrimination Act requirements have been met.
- Fabrication and installation timeline.

## Byron Shire Council – Supporting Local Public Art

Byron Shire Council supports the development of the arts and creative industries as demonstrated in the Byron Shire Cultural Plan (2008 – 2013), the Arts and Creative Industries Strategy for the Byron Shire (2009 – 2012), the Public Art Policy and the Public Art Strategy.

Council has developed Public Art Guidelines and Criteria which forms the basis of commissioning of any artwork by Council is undertaken using the Public Art Guidelines and Criteria. All of the documents mentioned above are available on Council's website.

Council established the Public Art Panel (PAP) in order to advise council on public art trends and issues, assist council in meeting the objectives of the Public Art Policy, take a proactive approach to public art in the Shire, and assess public art proposals. The process of commissioning this artwork will require some liaison with the PAP as outlined in the Public Art Guidelines and Criteria (specifically section 6).

The process will include:

1. Interested artists submit an expression of interest (EOI)/ Proposal, including images of their previous work, a concept design for the project and proposals for the installation of the work.
2. The EOI of the shortlisted artists will be assessed by the Public Art Panel (PAP). This may require the artist to be present to talk to their EOI (to be confirmed).
3. The PAP will select a preferred concept design and make a recommendation to Council.
4. Once Council has endorsed the preferred artwork, the successful artist will be offered a contract agreement which will outline the specific terms and conditions of the project between the stakeholders. (A sample contract is available in the Public Art Guidelines and Criteria Appendix 5)
5. The artist will undertake the commission.

### Considerations

**Planning Time** – advance planning is needed for public art projects. Any permits or approvals need to be identified in the planning phase of the project to ensure sufficient lead time to obtain approvals.

**Materials and Safety** – artwork outside in the public domain must be designed and constructed to withstand considerable wear and tear. Ideally artwork is located in a highly visible place but protected from vandalism and does not pose any safety risks to the general public. Byron Shire Council takes no responsibility for any acts of vandalism perpetrated against the artwork.

**Installing the artwork** – the artist is responsible for the installation of the artwork, including materials and labour. Some in-kind support may be negotiated from Byron Shire Council.

**Maintaining the artwork** – donated or commissioned artwork maintenance is managed by Council. Projects should, as much as possible, discourage graffiti and vandalism. The Application Form requests details for a maintenance schedule. If at any time the artwork becomes unsightly or poses a safety hazard, Council may have it removed. An attempt will always be made to contact the artist for maintenance or vandalism rectification advice.



Site photos

Table 2. Photos of the existing bus shelters to be replaced or demolished	
<p><b>Shelter 2 Main Arm Rd</b></p>	<p><b>Shelter 10 Clifford St Suffolk Park</b></p>
 <p>A small, simple bus shelter with a flat roof and a bench, situated on a dirt road next to a dense forest. The shelter is made of wood and has a green sign on it.</p>	 <p>A bus shelter with a flat roof and a bench, situated on a paved road. There is a 50 speed limit sign and a yellow sign with a black arrow pointing right. A white car is visible in the background.</p>
<p><b>Shelter 12 Tweed St Brunswick Heads</b></p>	<p><b>Shelter 16 Broken Head Rd Suffolk Park</b></p>
 <p>A bus shelter with a flat roof and a bench, situated on a paved road. There is a blue fence in the background and a yellow sign with a black arrow pointing right.</p>	 <p>A bus shelter with a flat roof and a bench, situated on a paved road. A person is standing nearby, and there is a yellow sign with a black arrow pointing right.</p>
<p><b>Shelter 18 Lighthouse Rd Byron Bay</b></p>	<p><b>Shelter 26 Huonbrook Rd Montecollum</b></p>
 <p>A bus shelter with a flat roof and a bench, situated on a paved road. There are trees in the background.</p>	 <p>A bus shelter with a flat roof and a bench, situated on a paved road. A person is sitting on the bench, and there are trees in the background.</p>

**Shelter 27 Huonbrook Rd Huonbrook**



**Shelter 28 Browning Lane Yelgun**



**Shelter 29 Midgen Flat Rd Broken Head**



**Shelter 31 Fowlers Lane Bangalow**



**Shelter 33 Cemetery Rd Byron Bay**

