

July 5, 2018

To: Ann Arbor Public Art Commission

From: CIP Committee

Re: Public Art Enhancement Tracking Process Notes

*7/5/18: The balance of this memo beyond this italicized paragraph is a document submitted to AAPAC at their May 2018 meeting. As noted below, we recommended that an AAPAC commissioner be appointed as a "project champion" for each enhanced project, to provide city staff with a contact to consider options for inclusion of public art prior to establishment of a formal selection process or contract. We would use the first projects that come up as a test to see if such a "champion" is useful and within the capacity of commissioners, and to refine this and other processes related to art and artist selection. The champion would presumably be selected from volunteers from AAPAC, probably from within the CIP committee for the first couple projects, and confirmed by the AAPAC chair.*

The CIP committee met on April 5 with Deb Gosselin, who manages the CIP process for the city, to discuss what happens with CIP projects now that they have been approved (preliminarily) for enhancement by City Council. Deb was pleased to hear that the CIP enhancement recommendations were approved in February. The approval enables Deb to add the enhancement amount to the preliminary budget in the CIP (or more specifically to add a column in the spreadsheet for the enhancement amount).

The CIP is a preliminary planning document. Depending on funding availability and changing priorities, projects may happen when expected, be delayed for many years, change configuration extensively, or never happen at all. The typical first step for most projects, when they start moving from CIP to reality, is to assign a project engineer from the Public Services Administration Department who would start establishing more distinct parameters and costs/funding for what had been a very loosely described and budgeted line in the CIP.

The primary exception to this would be DDA projects, where PSA engineers may not be involved, and we would be interacting with the DDA's design consultants.

We expressed interest in having an AAPAC commissioner be a champion for each enhanced project, to be involved in early discussions with the project engineer about possible locations and types of artwork that may be suitable for that project as its parameters become clearer. Our hope is that by being involved early, there will be a better chance of the artwork being integrated into the overall project design instead of applied after the fact. The champion may also help to determine the appropriate process for art selection; this might include a recommendation on whether it should be a Major or Minor project per our Selection Process Recommendations approved at the November 2017 AAPAC meeting. The champion would not necessarily be expected to serve on the subsequent selection committee.

AAPAC should consider whether the selection of the champion, any preliminary scope of the art enhancement, or the recommendation of major/minor project, should have an AAPAC vote before moving into the artist selection process.

Most projects will have outside design consultants. We discussed that in some circumstances it may be appropriate to have a design consultant involved in or managing the art selection process instead of a separate consultant: the primary design consultant may have strong opinions about the artwork location and type, or the ability to adapt their design to a selected work, and will often be conducting public input processes for their projects that could also discuss the artwork.

A non-DDA capital project will typically have at least one additional approval by Council of the "final" project budget, as well as contract approvals for consultants and contractors. AAPAC will want to be involved both to advocate for public art, and to ensure that an appropriate process is being followed.

Based on this discussion, we see the following primary steps in project tracking:

1. Approval of project enhancement in CIP.
2. City decision to move forward with enhanced project listed in CIP.
3. Assignment of City engineer (or outside consultant for DDA project).
4. Determination of AAPAC project champion.
5. Champion works with Engineer on preliminary determination of scope and locations of artwork based on determined scope and design of overall project.
6. The Art Enhancement is determined to be a Major or Minor Project, which suggests likely artwork selection processes and costs.
7. Project scope and budget is approved by Council, along with final enhancement budget and process.
8. Selection process is conducted and artwork is selected.
9. AAPAC votes on whether appropriate process was followed, prior to Council final vote to move forward with artwork.
10. Artwork is produced and installed.