

TEMPORARY ART EXHIBITIONS

Proposed temporary art exhibitions that are requesting to be installed longer than fourteen days shall undergo a review process to ensure that acceptance of same takes place in an impartial and fair manner and supports the pursuit of cultural excellence established by the Miami Beach City Commission through the development of the AiPP Ordinance. AiPP shall assist in the process by establishing a set of criteria for evaluating Temporary Exhibition Proposals and providing the City with a professional assessment of the project's feasibility, cultural merits, and appropriateness for temporary display.

All submittals shall comply with the requirements of the following City of Miami Beach Guidelines for Temporary Exhibition: as codified in Chapter 82, Article VII, Divisions 1 through 4, Sections 82-501 through 82-612, of the Code of the City of Miami Beach, Florida ("Art in Public Places Ordinance")

An Initial Design Concept (IDC) needs to be submitted to AiPP Staff two (2) weeks prior to the next scheduled AiPP meeting, and four (4) months prior to the proposed date of public exhibition, so that it will be discussed and approved by the Committee at the next scheduled AiPP Meeting. Otherwise, the IDC will go on the following month's meeting agenda and may not provide sufficient time for review prior to the requested dates for installation and exhibition. All IDC's must include all the information requested in this document and all forms must be completed. Ten copies of the IDC and all attachments need to be submitted.

The Proposed Design Concept (PDC) shall include:

- Drawings, photographs or renderings of Proposed Work (Minimum of five (5) images and a Maximum of five (5) image needed and must include at least one elevation)
- Artist Resume
- Brief Description of Proposed Work and Project Intent
- Proposed Duration – must include dates and timeline for installation, exhibition, and de-installation of work
- Proposed Location
- Proposed Events and Programs, Dates and Times
- Proposed Signage

All proposals must include costs for design, fabrication, installation, insurance, bonding, and maintenance, as deemed applicable. Such costs shall be solely underwritten by the proposed organizer. In addition, the organizer shall be responsible for costs of all exhibition related expenses including: structural support, lighting if deemed necessary, any electrical components, and any landscaping related to the proposed public site and the expenses related to returning the allotted space to its former condition.

If required, utility connections, site modifications, structural reinforcements, or other engineering requirements, and/or site modifications should be described in the proposal, and developed by way of construction plans and specifications. The organizer shall be responsible for architectural and /or engineering plans, if required, which must be prepared and stamped by a licensed architect and/or engineer. All proposals must comply with the South Florida Building Code and all applicable City of Miami Beach Building and Code requirements.

A maintenance fund is required for the Work sufficient to maintain the condition of the area and the work for the duration of public display, unless such fees are waived by the appropriate City Department. Proposals will include an itemized list of all estimated costs involved with the Work. Such factors, including, but not limited to, value, size, material, location, and potential for vandalism will be considered in determining that the maintenance endowment is adequate to ensure proper care and maintenance of the Work, and to assure that the Work will remain in a condition and high quality satisfactory to the organizer and the City. Maintenance shall include not only care of the Work itself but, if applicable, the public property immediately surrounding the Work; particularly if the Work is placed in a City park.

Criteria to be considered by AiPP in Consideration of Temporary Exhibitions:

- Is the proposed work with aesthetic or conceptual merit, of exceptional quality, and enduring educational value?
- How is the Work compatible or incompatible with the City's current collection of public works of art?
- Is the Work compatible in scale, material, form, and content with its surroundings?
- Consideration shall be given to the social context of the Work, and the manner in which it may interact with people.
- Relationship of the Work and the proposed placement site shall be considered in terms of the physical dimension, social dynamics, local architectural character/vernacular, and the surrounding urban neighborhood context of the site, existing or as planned.
- The following factors may also be considered:
 - visibility and accessibility
 - location is appropriate for the work in regards to safety and exposure
 - safety and traffic patterns (both interior and exterior)
 - significance and relationship to the proposed site
 - social context (intend use of the Work, if any)
 - facility/area users
 - landscape design and/or environmental concerns
 - existing works of art within the proposed site vicinity
 - safety concerns from vandalism or accident

In addition to the AiPP review, as set forth in these Guidelines, design, placement, and installation of Temporary Exhibitions of Works on public property and/or City facilities may also be subject to administrative design review.

Notwithstanding the criteria set forth herein, the final determination regarding acceptance of Temporary Exhibit of Works for placement on public property in the City or located in public facilities within the City, shall be made by the City Manager.

TEMPORARY ART PROJECT FORM

General Information (All information listed below will be considered final unless otherwise noted)

1. Artist Information

- Artist Name
- Contact Information
- Curriculum Vitae

2. Project Information to include the following:

- Project Name
- Project Date
- Location
- Materials
- Materials Assessment
- Timeline (installation and de-installation dates)
- Signed and Sealed Engineering and/or Electrical Drawings (if applicable)
- Lighting Plan (if applicable)
- Line Item Budget (fabrication, installation, permit fees, insurance, etc.)

3. Required approvals prior to submission (if applicable)

Depending on site location, letters of Approval may be required from other Regulatory Agencies or Boards prior to submission. These may include and not limited to entities such as the Florida Department of Transportation (FDOT), Florida Department of Environmental Protection (DEP), other City Boards and Departments, etc.

4. Applicant Contact Information (if other than artist)

- Name
- Phone Number
- Email Address