Arkaba Hotel Commission 2016 | Project Brief

Context
In partnership with Adelaide Central School of Art (the School), the Arkaba Hotel offers an annual commission for a site-specific artwork to remain on display in the large stairwell void within the Arkaba Hotel complex for an approximate twelve-month period. Prior to end of this period, the work will be auctioned and the funds raised from the sale will contribute to a Bachelor of Visual Art (Honours) Scholarship at Adelaide Central School of Art in 2017. This is the third annual commission for this project.

Applicants
The Arkaba Commission is only available to students who have graduated within the past eight years (i.e. 2008 – 2015 incl.) with a Bachelor of Visual Art (BVA) or BVA (Hons) from the Adelaide Central School of Art.

Commission
The aim of the commissioned artwork is to enhance the experience of visitors at the Arkaba Hotel, showing consideration for the day-to-day traffic of clients and functions within the dynamic hotel complex. The Arkaba Hotel (150 Glen Osmond Road, Fullarton, www.arkabahotel.com.au) is one of several South Australian hotels owned by Hurley Group. The work must be suitable for public display, meeting all OH&S requirements to the satisfaction of the School and the Arkaba Hotel. The work is temporary and must be able to be removed at the end of the allocated public display period, with the capacity to be subsequently sold. The artist must clearly outline the method of installation of the artwork, and where possible, use the existing track with minimal alterations to the existing infrastructure. The proposed method of installation and weight of the work/s must be approved by the Arkaba Hotel and the School prior to commencement of production of the work/s.

The Site
The artwork (singular or multi-piece) will be located on the exposed brick walls surrounding the landing of the indoor staircase. See the attached Arkaba Illustration 1 and Arkaba Illustration 2 for images and basic measurements of the site. The stairwell is an addition to the 12-sided building constructed in 1963 by local architectural practice, Dickson and Platten. The original construction won the RAIA (SA Chapter) Award of Merit in 1965, when the architects’ work on this project was praised for its ‘intimate planning and straight forward use of natural materials’ (RAIA SA Significant 20+ Century Architecture).

Budget
The total budget for the concept, design development, production and installation of the commissioned artwork is $5,000 and will be paid to the selected artist in stages (see below). As a guide, we envisage an allocation of $3,000 for concept design, design development and production, and $2,000 as an artist’s fee. The School will pay the artist this amount in four instalments following the completion of each stage detailed below:
- Stage 1: Signing of the Contract $1,000
- Stage 2: Design Development $2,000
- Stage 3: Production $1,000
- Stage 4: Installation & Approval $1,000
Payments are subject to approval detailed in the contract and will be made on receipt of an invoice from the artist including ABN. The artist is responsible for the transportation and installation of work/s produced.

Sale of work
During the period of display the work/s will be offered for sale at a Dinner/Auction hosted by the Arkaba Hotel, at which the artist is expected to attend. Funds raised from the sale of the artwork and from the 2016 Dinner/Auction will go to support a BVA (Hons) scholarship for a student attending the Adelaide Central School of Art. The 2016 work/s will be auctioned at a date to be advised in 2017, with funds raised to support a scholarship for the School in 2018.
Timeline

The commission process is expected to take a maximum of five months from the signing of the contract to delivery of the completed work for installation. During that period the School will schedule regular site visits during the commission's key stages, including design development, production, and upon completion (prior installation). Installation is expected to take no more than one week. These details will be outlined further in the project contract for the successful artist.

The 2016 timeline includes
- Thursday 28 January: Onsite Briefing, 1am at the School, 10:45am at the Arkaba
- Friday 26 February, COB: Closing date for proposals
- Friday 18 March: Successful proposal announced
- 21 March – 29 April: Stage 2: Design Development – artist has approx. 4 - 5 weeks from time of signing the contract for the production of the prototype and submitting a detailed budget for production of the final work/s
- 6 May – 15 August: Stage 3: Production (following prototype and budget approval)
- 22 – 26 August: Stage 4: Installation

The work will remain in situ for approximately 12 months following completed installation.

Responsibilities (Arkaba/School)
The Arkaba Hotel will provide suitable lighting, relevant insurances, OH&S approval of the selected work, and care and maintenance of the artwork during display.

The School will be responsible for drafting the commission documentation including the commission brief and contracts, as well as developing promotional, media and advertising opportunities in consultation with the Arkaba Hotel. The School will manage all aspects of the project, including the selection process, design development, production of the artwork, and will oversee the installation and deinstallation of the selected work. In addition, the School will provide advice and support to the selected artist, as well as limited access to facilities in negotiation with the artist.

The Arkaba Commission selection panel will consist of three to five people, including at least one representative from the School, one representative from the Arkaba Hotel, and one practising artist with experience in public art commissions.

The School and the Arkaba Hotel will endeavor to credit the artist wherever possible when an image of the work is used; however, this may not be possible in social media.

Responsibilities (the Artist)
The artist will be required to deliver a work consistent with the approved proposal, work closely with the School during the commission period, comply with any requests made by the School, and adhere to the proposed timetable. The artist must be available for studio visits with prior notice during the design and fabrication stage of the project, and be present during the installation and deinstallation of the work.

The artist will be invited and is expected to attend the auction/dinner and speak briefly about the commissioned work. The date of the dinner is 1 September 2016 (TBC).

The artist will be responsible for the insurances and transport costs of the artwork delivery to Arkaba Hotel for installation. It is recommended the artist take out insurance cover through professional organisations such as the South Australian Guildhouse or the National Association for the Visual Arts (NAVA).

The artist retains intellectual property over the artwork(s) for the life of the artwork(s), however, upon the final installment payment the artist surrenders any rights to the physical ownership of the work(s). From this payment, the Arkaba Hotel is deemed the owner of the work(s), and all decisions regarding (but not limited to) the saleability and/or deemed value of the work(s) remains the joint decision of the Arkaba Hotel and School.

The artist grants permission for the Arkaba Hotel and the School to use images of the work for promotion of the commission, as well as the general promotion of the usual business of the partners. The artist will retain copyright, but will waive all fees due from the reproduction of the work.

Proposal Criteria

Please ensure your Project Proposal includes:
- A completed Artist Information Form
- A Project Description (maximum 2 A4 pages), detailing concisely what you propose to produce for the designated space, how it relates to the site, and any other special considerations
- A proposed budget for the production of the commission
- 3 to 5 images of indicative work (or work that best represents your practice).
Arkaba Commission Site Illustration 1: Primary wall on the stairwell landing
Arkaba Commission Site Illustration 2: Left-side wall on the stairwell landing (reverse for right-side wall)
ARTIST INFORMATION FORM – Arkaba Commission 2016

Full Name: 

First __________________________________________________________ Last __________________________________________________________

Graduation Year 

BVA __________________________________________________________ BVA (Hons) __________________________________________________________

Residential/Postal Address 

City __________________________________________________________ State __________________________ Post/c __________________________ Australia __________

Studio Address (if not your residential /postal address) 

City __________________________________________________________ State __________________________ Post/c __________________________ Australia __________

Personal details 

Mobile: __________________________ Alternate Phone: __________________________

Email: __________________________

Website: __________________________

Social Media: (i.e. Facebook/Twitter/ Instagram/Vimeo) __________________________

Gallery Representation (if applicable) 

Gallery name __________________________________________________________

Gallery address __________________________________________________________

Gallery email / phone __________________________________________________________

Credit line if required __________________________________________________________

• I (the above named artist) confirm that the above details are correct.

Signed 

(artist) __________________________ Date __________________________