

Bee Cave Arts Foundation's *The Benches of Bee Cave* Guidelines

Mission

The mission of the Bee Cave Arts Foundation (BCAF) is to improve the quality of life in our community and enhance the experience of visitors by bringing awareness, education and integration of a wide range of art throughout public spaces.

Program Vision

The goals of the BCAF's *The Benches of Bee Cave* program are to improve the aesthetic quality of our public spaces, to introduce art through everyday interactions and to help build a greater sense of community with functional and impressionable works of art.

The benches will be placed in high foot-traffic areas throughout our vibrant, fast growing community in the heart of the Texas Hill Country. With new parks, shopping areas and infrastructure; our community is rich with assets, but there is something missing. Our citizens and guests need a reason to stop and enjoy the beauty this area of the country has to offer. But how can you do that when there is nowhere to sit along a 1.5 mile long park trail? Or along multiple miles of trails through shopping centers? Or at beautiful natural settings where the only thing to sit on is an old log? What seems like a small addition can have a profound effect on the citizens of our community.

Funding

The BCAF's goal is to act as a liaison between artists and sponsoring community members, organizations and/or companies that possess a passion for the arts and the Bee Cave community. The BCAF will provide a database of approved artist submissions alongside interested sponsoring entities to enable the partnering process at the following site, <http://www.beecavearts.org>.

The sponsoring entity will be responsible for providing funding for the following:

- Compensation to the artist for the bench (including design, conceptual rendering, labor and materials) ;
- A plaque to be placed on or around the bench providing the name of the artist, the work of art title and the name of the sponsoring entity(s) (estimated cost \$160-\$200) and
- Installation costs including, but not limited to, transportation of the bench to the site, the possible need of a concrete slab or footing (estimated at \$250-\$350) and the securing of the bench to the slab and/or ground.

Placement

Every effort will be made to place the bench in a high foot traffic site for the benefit of both the artist and the sponsoring entity. Requests for certain sites made by the artist and sponsoring entity will be taken into consideration.

Initially, the BCAF envisions benches to be placed along the sidewalks of the Galleria, along the 1.5 mile walking trail at the Bee Cave Central Park, throughout the trails and businesses in the Shops at the Galleria complex, and, eventually, within the

Bee Cave sculpture garden. Additional sites within Bee Cave may be proposed by the Sponsor and/or Artist for consideration by the BCAF and City of Bee Cave.

The BCAF and the City of Bee Cave reserve the right to relocate or remove a bench if the security of the bench can no longer be guaranteed in its current site, the bench has become a hazard to public safety or the site has changed such that the bench is no longer appropriate for the site. In such an instance, the BCAF will take every effort to contact and work with the original artist and sponsor(s) in the relocation or removal plans.

Marketing Programs

Bench Program Kickoff

The kickoff to *The Benches of Bee Cave* program will begin with two to five bench installations. The initial artists and sponsoring entities will aid the BCAF in solidifying the program and identifying any missing components in the documented guidelines.

Once the benches are installed, a kickoff event will be held introducing *The Benches of Bee Cave* program to the community.

Public Relations

The BCAF will advertise *The Benches of Bee Cave* program and special events through available media outlets such as *The Lake Travis View*, *The Bee Cave Bee* email newsletter, *The Bee Cave Buzz*, *Oak Hill Gazette*, *Community News*, *Westlake Picayune*, Bee Cave Library newsletter, etc.

A link to the Bee Cave Foundation website will be placed on the City of Bee Cave, Hill Country Galleria and Lake Travis Chamber of Commerce websites.

The BCAF will list the following information for the benefit of both the sponsor and the artist on the BCAF website as well as in a color brochure to be made available at the bench sites, Bee Cave public facilities and supporting businesses;

- Title of the work of art,
- Artist's name, short biography and contact information (if desired),
- Artist's vision for the work and medium used and
- Sponsor's name, short company advertisement (if applicable) and contact information (if desired).

Plaque

A permanent plaque will be placed on or near the bench indicating the sponsor's name, the artist's name, the title of the work of art and the BCAF program name. Please see *Plaque* below.

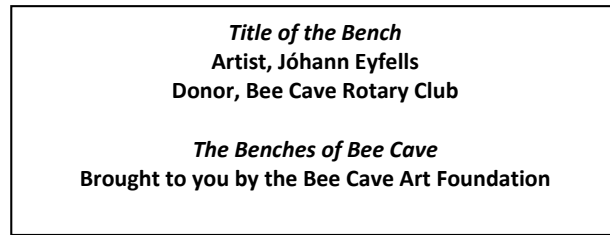
Promotional Programs

The BCAF will sponsor ongoing promotional activities to increase the visibility of the benches within the community such as a naming contests, children's scavenger hunt, Easter egg hunts, etc. In addition, the BCAF will advocate to the City of Bee Cave, The Galleria and the Lake Travis Chamber of Commerce to incorporate the bench program into their events and promotional activities.

Plaque

A custom engraved cast bronze plaque indicating the artist's name, the title of the work of art, the name(s) of the sponsoring entity(s) and the BCAF program name will be attached to the bench or imbedded within the bench support structure (i.e. concrete slab). Benches may be donated in honor or in memory of a loved one. Sponsors may indicate exactly how they wish the "donor" portion to read in the Sponsor Agreement.

The engraved cast bronze plaque shall not exceed 8"x 8" in size. The BCAF will place the plaque order with Award King of Austin at an approximate cost of \$160 to the sponsor. In order to keep cost and size uniform throughout the bench program, the engraved plaques will follow the below layout.



(4" x8" example)

Maintenance and Management

The artist will be required to provide a Conservation Form that outlines all the information on the materials used, fabrication methods, installation details, and recommended maintenance.

The property management entity of the site where the bench is located will oversee all maintenance and management of the benches. Great effort will be taken to ensure appropriate maintenance of the benches to preserve the artist's original intent.

Insurance

The property management entity of the site where the bench is located will assume liability and insurance responsibilities of the bench.

Artist Guidelines

Structural

- Bench must be able to support a gross weight of 700 lbs.
- The size of the bench is restricted to the point that it must fit on a 4' X 8' concrete pad.
- Design submitted must provide for securing the structure to the concrete pad or concrete footings, whichever is more appropriate. Structural integrity will be required for security reasons but also can become a safety issue, depending upon the design and the need to prevent the bench from tipping under load.
- Maximum weight of that bench cannot exceed 3,000 lbs.

Environmental

- Benches must be durable with a usable life expectancy of ten (10) years with minimal maintenance.
- Benches will be installed outside with exposure to Central Texas elements and public that include but are not limited to wind, heat, cold, rain, ice and possible vandalism. Successful designs will take these factors into consideration.

Safety

- Benches must be functional as a piece of outdoor furniture. It is expected they will be regularly used by the public along a sculptural art trail, walking/jogging paths within the Bee Cave Central Park and/or as a resting point within the Hill Country Galleria and Shops at the Galleria.
- Given their intended use, benches must be able to safely support a maximum of 700 lbs. as noted in the Structural Requirements.
- Additionally, the person using the bench must not be subjected to finishes, edges or protrusions that might injure the user (i.e. lead paint, etc.).

Aesthetic

- While creative latitude is a prime objective of the benches program, the design must be approved by both the Bee Cave Arts Foundation selection committee and the sponsoring entity that agrees to fund the bench in question.
- To that end, benches should not espouse a political or religious position. Benches should not use logos or words that might lend the bench to be construed as a sign.

Cost

- The only limiting cost factor on a bench design is that a sponsor must be found to fund the project. Consequently, the higher the cost the more difficult this becomes.
- It is estimated that the cost of a design that is accepted, executed and delivered by the Artist will range from \$600 to \$3,000.
- The Artist is responsible for all development costs up to and including delivery of the completed bench to the installation site. The provision of funds for materials and equipment needed to complete a bench and final acceptance of the completed bench is an arrangement between the artist and sponsor, with the BCAF acting as a facilitator.

Timeline

- It is estimated that the time for the artist to complete the bench to the point ready for installation should be between 3 to 6 months.

Selection Committee

Members of the BCAF will serve as the selection committee. Using their diverse backgrounds and experiences, the Selection Committee will evaluate the submitted works and select the works that best adhere to the guidelines and criteria outlined in this document. The selection committee will present the finalist and their work to the Bee Cave City Council, when applicable.

Artist Submission Requirements

1. Resume and references
2. Artist's rendering and vision statement (rendering limited to 11x17). The rendering will provide the selection committee and the sponsor a visual concept of the artistic work.
3. Conservation Form that outlines all the information on the materials used, fabrication methods, installation details and recommended maintenance.

Artist Agreement

All submissions of bench concepts constitute an agreement on the part of the artist to the guidelines and criteria outlined in this document. Through this conceptual submission, the artist agrees to allow public exhibition and possible publication of the concept by the BCAF, the City of Bee Cave or other organizations for the purpose of community development.

Email

Phone

Website

Address

Address

The BCAF will post the artist's rendering to the BCAF website for viewing by the public and potential sponsoring entities. The artist may choose to have his or her name and website published alongside the rendering.

- Post the artistic rendering only.
- Post artist name and website information alongside rendering.

Signature of Artist

Date

Printed Name of Artist

Conservation Form

Artist's Name

Phone

Email

Title of Bench

Materials Used

Fabrication Method

Installation Instructions

Recommended Maintenance Methods

Sponsor Agreement

By the signature(s) below, the Sponsor hereby guarantees to provide sufficient funds to the Artist to assure full payment for completion, delivery and installation of the bench in the agreed upon location. Furthermore, the Sponsor guarantees full payment for modifications that may arise in the completion, delivery and installation of the bench as long as such modifications are within the agreed upon allowance.

By the signature below, the Sponsor agrees to the guidelines and criteria outlined in this document.

Signature of Sponsor

Date

Printed Name of Sponsor

Email

Bench Rendering(s) of Interest

Website

Phone

Project Allowance

Address

Donor, _____
Requested Text for Plaque