



City of Kingston

Robert Bruce Memorial Parking Garage Public Art Project

Call for Artist Expressions of Interest EOI #: ACS-2025-01

Stage 1 Shortlist Artist Fee: \$1,500.00

Stage 2 Commissioned Artist Fee: \$15,000.00

Deadline for Submissions: March 28, 2025, by 5:00 PM EST

The City of Kingston is located on the traditional homeland of the Anishinaabe, Haudenosaunee and the Huron-Wendat, and thanks these nations for their care and stewardship over this land.

If you require accommodations throughout the process of responding to this Expression of Interest please contact Taylor Norris, Public Art Coordinator at publicart@cityofkingston.ca.

1. Overview

The City of Kingston invites professional artists or artist teams based in Kingston and the surrounding area, including Lanark, Hastings, Frontenac and Frontenac Islands, Lennox and Addington, and Prince Edward County, to submit their Expression of Interest (EOI) to the first stage of a two-stage open competition to develop artwork for the exterior of the Robert Bruce Memorial Parking Garage located in the heart of downtown Kingston. The City of Kingston uses the Canada Council for the Arts [definition](#) of professional artist.

Up to three (3) shortlisted artists will be selected through the EOI process and will receive a fee of \$1,500.00 (+HST if applicable) * for submission of a detailed proposal. The finalist will be awarded a design contract and will be paid a fee of \$15,000.00 (+HST if applicable)*, for design of the artwork, working closely with staff of Arts & Culture Services, Parking Operations and Facilities Management and Construction Services (FMCS) at the City of Kingston and other partners to refine their concept proposal to the requirements of the site and other conditions for project realization.

*Artist Fees have been determined in accordance with the CARFAC National Public Art Minimum Recommended Fee Schedule. Collaborating with the artist and the pre-selected fabrication team, City of Kingston staff will manage all aspects of the production of the work, including budget, scheduling, coordination with the design team and general contractor, and installation.

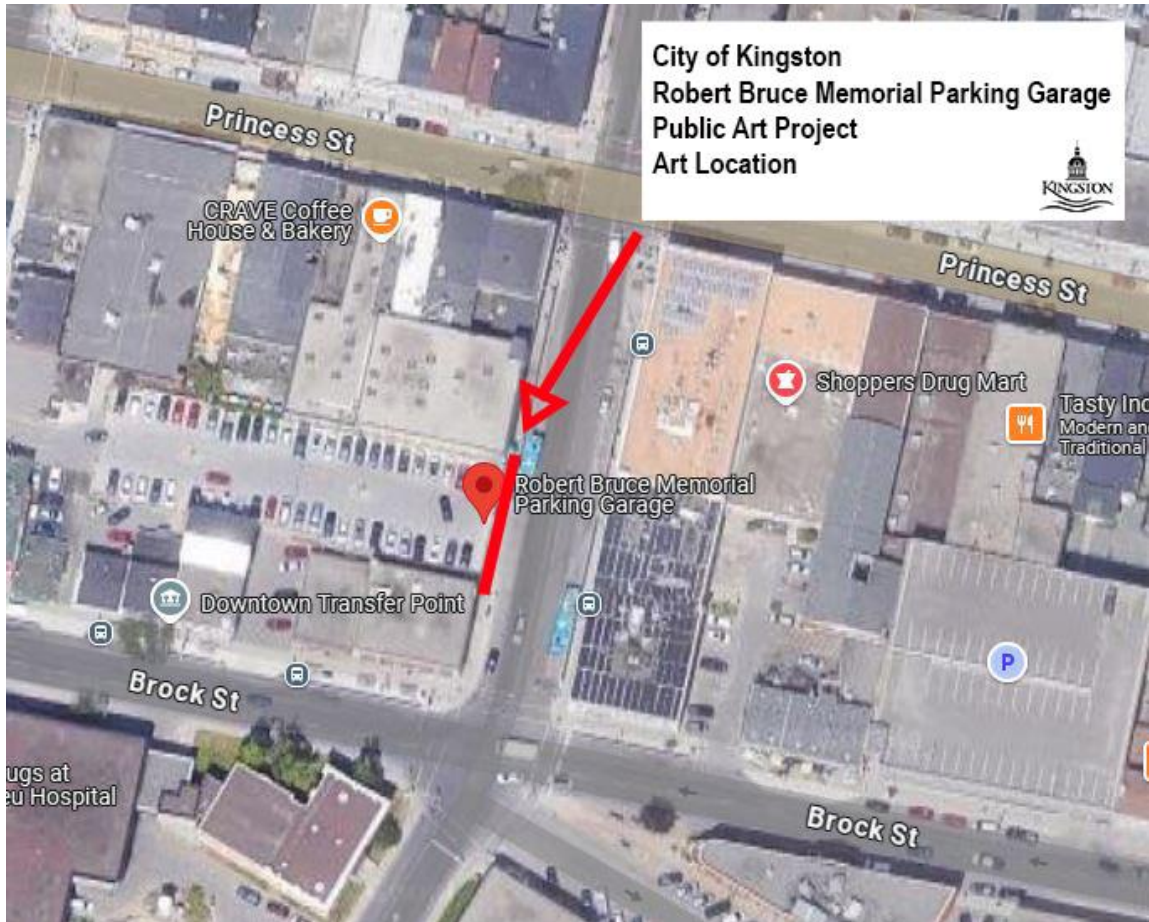
2. Background and Context

The Robert Bruce Memorial Parking Garage is a two-level parking garage in downtown Kingston, with entrances from Montreal Street and Bagot Streets, between Princess Street and Brock Street. The Parking Garage is managed by the City and recently underwent upgrades for maintenance and restoration purposes. The site for the artwork faces onto Bagot Street, between Brock Street and Princess Street, which is a busy streetscape and the Downtown Transfer Point for Kingston Public Transit. The artwork once installed will be seen from the ground level by pedestrians, transit users and those passing through the space, and will activate a highly visible and active location in downtown Kingston.

The artwork will utilize 10 flat concrete units on the front exterior and on the second level of the parking garage. The artwork will be produced on di-bond panels which will be installed across the 10 existing panels using a custom framing structure. The City of Kingston will coordinate the printing and installation of the final works. Each concrete panel measures 72 inches/182.88 centimeters (width) by 51 inches/ 129.54 centimeters (height)



Above: Image depicting art locations for the Robert Bruce Memorial Parking Garage Public Art Project
The 'P' sign pictured will be removed prior to art installation.



Above: Image depicting location for the future public art project on Bagot Street

3. Competition Process

This is a two-stage competition for professional artists and artist groups who work in two-dimensional media. The City of Kingston, through its Public Art Program, is committed to public art created for, and with the input of, Kingston communities, and to create opportunities for artists of diverse backgrounds, experience and practice. For this project, a community focus group was held in September of 2024 to determine the scope, goals and themes to be considered by artists responding to the call for expressions of interest. Notes and comments from this meeting are included on the City's Opportunities for Artists webpage as part of this call. A Selection Panel composed of arts professionals and community members will be established for this competition.

Project Intent: The public artwork will be visually impactful, situated within a busy corridor, and will help to animate and improve the Robert Bruce Memorial Parking Garage, create a new point of interest in the downtown core, and foster a pride of place for all who pass through and engage with this space.

Stage 1: Request for Expression of Interest

Artists and artist groups responding to the EOI are asked to demonstrate their artistic practice, provide a statement of interest and creative approach and provide relevant visual support material that demonstrates their artistic practice or practices.

Submissions requirements include:

1. Artist/Artists CV detailing relevant professional experience. If submitting as an artist group or collective, please submit one document that includes each artist's CV.
2. Statement of Interest and Creative Approach
 - a. Up to 500 words; describing the applicants understanding of the project goals and how they will respond to these in their creative approach and the creation of the artwork.
3. Visual documentation support material (up to 10 images) of past works that demonstrate the applicant's artistic practice, visual style and creative approach.
 - a. Please ensure to title submitted images with the artist name and title of the work.

Submissions to the EOI will be reviewed in consideration of the following criteria:

- **Eligibility:** Meets professional artist and geographic eligibility criteria
- **Artist/Artist Group CV:** demonstrates relevant artistic experience
- **Statement of Interest and Creative Approach:** demonstration of understanding of the project intent and findings of the Community Focus Group Report in the proposed creation of the works
- **Visual documentation support material:** Demonstrated ability by the applicant to create and produce art works in consideration of the scale and installation location

Please Note: Detailed project proposals are not requested at this stage of the project.

Submissions to the EOI will be reviewed and evaluated by the Selection Panel, which is comprised of artists, art professionals and community representatives. The results will be shared with City staff, and up to three (3) shortlisted applicants will be invited to proceed to Stage 2 of the artist selection process.

Stage 2: Request for Design Proposals

Up to three (3) shortlisted artists will be notified and invited to create a design proposal. Additional information and requirements will be provided to guide shortlisted artists in the preparation of their proposals. Artists will have approximately five (5) weeks to create and submit their proposal.

Shortlisted artists will be paid a fee of \$1,500.00 (+HST) for the submission Stage 2 requested deliverables.

The shortlisted artists will be required to submit their proposals for public engagement and will be provided with community input for consideration, and which may be used to adapt their proposals prior to final submission. The Selection Panel will also be provided with community engagement feedback for consideration in their selection.

The Selection Panel will choose the successful artist whose proposal responds best to the site, both conceptually and technically, and who has the ability or perceived ability to conceive and realize a public artwork on this site.

Submissions

Professional artists and/or artist teams are invited to respond to this EOI by submitting the requested information as described in Stage 1 via Jotform on the City of Kingston’s Opportunities for Artists webpage.

The submission deadline is March 28th, 2025, at 5:00 PM EST.

Artist’s Information Session

An online information session will be held on Friday, March 14 at 2:00 PM EST. Those wishing to attend must register via email sent to publicart@cityofkingston.ca no later than March 11 at 5:00 PM EST.

The information session will provide an overview of the project and artist selection process. Please inform us of any accommodation you may require to participate in the information session.

Questions and Addenda

Artists wishing to submit questions must do so no later than March 14, 2025, at 5:00 PM EST. An addendum will be issued to answer all questions submitted prior to the question period deadline.

Project Timeline and Key Dates

This timeline is subject to change at the discretion of the City of Kingston.

Issue Date of EOI	February 24, 2025
Deadline to RSVP to Artists Information Session	March 11, 2025, at 5:00 PM EST
Artist Information Session	March 14, 2025, at 2:00 PM EST
Deadline to Submit Questions	March 14, 2025
Artist Question Addenda Issued	March 19, 2025
Deadline for Expression of Interest Submissions	March 28, 2025, at 5:00 PM EST
Anticipated Ranking of Submissions	April 2025
Anticipated Notification to Shortlisted Artists	April 2025

Draft Detailed Proposals due	May 2025
Public Engagement Period	May 2025
Final Submission Deadline	June 2025
Art Production Period	June – August 2025
Art Installation	September 2025
Artwork Unveiling	September 2025

More information regarding the details of Stage 2 will be provided to the shortlisted artists. It is anticipated that a successful artist will be selected and announced by the end of June 2025.

4. Additional Information

This EOI is only for the purpose of obtaining information and does not in any sense create a binding relationship or obligation between the City and the respondent, and neither the City nor the respondent have any liability as between them for any reason related to this Expression of Interest.

5. Accessibility Information

The City will provide accommodation throughout the commissioning process to applicants with disabilities. Please contact us for any accommodation requests or general inquiries.

6. Contact

Taylor Norris
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Arts and Culture Services
City of Kingston
publicart@cityofkingston.ca