



and maintenance. If funding is allocated to a project, and that project does not commence within three years of that allocation, the funds revert to the Art in Public Places project funding budget to be used toward another public art project.

5. COORDINATE ON-GOING MAINTENANCE OF PUBLIC ART

- a) Annual inspection of each work of art.
- b) Resolve any ambiguities in artwork maintenance and nearby area with project related department (during the artwork proposal stage if possible).
- c) Keep records regarding the artwork including contract, artwork catalogue form, maintenance requirements and history.

PAAC Subcommittee

1. GENERAL

- a) The subcommittee acts as an advisory body to the PAAC during the planning and selection of artists, sites and art for public places.
- b) The subcommittee is a separate group, made up of County department staff, architects, engineers, artist(s), representatives of the Arts Council of Martin County, and community members.
- c) The subcommittee members may attend PAAC meetings for discussions of a project.
- d) The subcommittee members provide input from the department, artistic and community perspective.
- e) The subcommittee members are selected by the PAAC; they are not voting members of the PAAC. Not all projects will require the formation and use of a subcommittee.

2. TASKS OF THE SUBCOMMITTEE MEMBERS

- a) To represent the relevant County department or surrounding community in the selection of art, artist or site for a public art project.
- b) To communicate with the relevant County department or surrounding community, based on the member's representation regarding a public art project.
- c) To visit the site to help find an appropriate location for the public art.
- d) To provide information to the PAAC about the current needs, history and future of the department, new facility and/or community.
- e) To provide input at PAAC meetings regarding Artist/Art/Site selection method; the preparation of the Call to Artists (if appropriate); themes and materials; recommendation of artists, art, and sites.

3. FOLLOW CERTAIN COUNTY PROCEDURES

- a) Follow the Florida Sunshine Laws and do not discuss the PAAC project with any other subcommittee or PAAC member outside of a legally advertised public meeting. Discussion with non-member staff and community is permitted.



- b) Follow conflict of interest procedures, especially declaring a conflict of interest or apparent conflict of interest with any artist applicant.
- c) Do not submit your own art or artist services for consideration by the PAAC.
- d) Do not discuss the details of the project with any potential applicant until after the final artist/project selection has been made.

Martin County Public Works

1. RECOGNIZE THE PAAC AS THE PRIME LOCATION FOR PUBLIC ART INPUT AND COLLABORATION

- a) Send a public works representative to PAAC meetings when appropriate or as part of a Subcommittee.

2. INSERT LANGUAGE IN ARCHITECTS RFQ'S AND CONTRACTS RECOGNIZING RESPONSIBILITIES RELATED TO PUBLIC ART

- a) Architect attends PAAC meetings during the project as necessary.
- b) Incorporate public art into design, construction permit documents and construction contract documents (if necessary).
- c) Recommend and coordinate good design decisions to enhance public art within the facility such as lighting design, furnishing, placement, material selections and landscaping design.

3. COORDINATE ARTIST ACCESS TO ARCHITECT AND GENERAL CONTRACTOR FOR

- a) Design discussions and recommendations with artist.
- b) Design and construction of public art elements or supports to be built by general contractor.
- c) Scheduled site access by the artist or his/her subcontractors.

**Supply copies of any correspondence, meeting minutes or contracts relating to the public art project to the PAAC.

4. NOTIFY THE OFFICE OF COMMUNITY DEVELOPMENT IMMEDIATELY IF ANY ACTIONS BY PAAC OR ARTIST ARE ADVERSELY IMPACTING THE CONSTRUCTION BUDGET OR SCHEDULE

5. COORDINATE COST ESTIMATES TO BE BILLED TO THE PAAC OR ARTIST SUCH AS:

- a) Specific design services related to the public art itself, such as a sculpture base or concrete pad, that would be included in the construction contract documents for the general contractor; this does not include good design coordination such as exterior light placement and landscape design. The PAAC or artist will have the opportunity to propose other methods of design and construction to save money and/or increase quality.

Note on Design-Build and CM at Risk

If the County utilizes other contracting methods, such as Design-Build or Construction Management at