



**Ottawa Art Gallery (OAG) Expansion and Arts Court
Redevelopment Project
Call to Artists: Request for Qualifications**

Frequently Asked Questions:

Q: Is it true that an artist can just submit everything via wetransfer?

A: Yes, all submission materials including images and pdf documents can be sent by We Transfer to the Public Art Program email publicartprogram@ottawa.ca

Q: I am looking for more information on the scheduling of the OAG Arts Court RFQ. Specifically, what is the deadline for the finished artwork and, when will shortlisted artists' proposal be due?

A: Artists will be shortlisted for stage two of the competition in late November and should receive notification by email in early December. The deadline for shortlisted artist's proposals will be in mid-March 2018. A final schedule will be given to shortlisted artists in a Terms of Reference.

The finished artwork should be complete by spring of 2019 or sooner if possible. The construction project for the expansion and renovation will be completed before that so scheduling the art installation may be flexible.

Q: I wanted to get some more information regarding the sites for the Call to Artists as the website doesn't give that much detail.

A: The Call to Artists gives minimal information about the site at this stage as the opportunity is a Request for Qualifications not a Request for Proposals.

Artists who are shortlisted to proceed on to the stage 2 of the competition will be given more detailed information about the available sites and will have an opportunity to ask questions to the project team. However, you may request a zip folder with site plans and renderings for additional information.

Q: Who is the Project Team?

A: City of Ottawa Infrastructure Services, City of Ottawa Public Art Program, Design and Construction Architects *as Required*, City of Ottawa facility staff *as required*.

Q: Are architects eligible to apply?

A: This Call to Artists is open to Professional Artists.

The Public Art Program defines a professional artist as such:

“A visual artist who has completed specialized training in his or her artistic field or is recognized by his/her peers as such; is committed to his/her artistic activity; and has a history of public presentation.”

If you do not meet the definition of a professional artist, you may form a team with a professional artist and submit an application together.

Q: Is the Arts Court sign coming down? If so, is there a plan for the new one?

A: Yes, the current Arts Court sign will be removed and a new sign will be designed.

Q: Is the concourse level wheelchair accessible now from the SAW courtyard?

A: Yes, it will be accessible.

Q: What are the approximate measurements of Arts Court sign?

A: The Arts Court Marquee sign (which is scheduled to be removed) is approximately 17” tall.

Q: Can I submit digital images *and* video?

A: Yes, you may submit a maximum of 10 digital images and if you wish to also include video content remove 1 digital image for every minute of video. Videos should be sent as a MP4 or AVI file format.