



TACOMA ARTS COMMISSION Municipal Art Collection

GIFT POLICY

PURPOSE

TO IDENTIFY A PROCEDURE AND CRITERIA FOR THE TACOMA ARTS COMMISSION TO REVIEW PROPOSED GIFTS OF ARTWORK.

DEFINITION

GIFTS ARE PERSONAL OR REAL PROPERTY THAT IS DONATED, DEvised OR BEQUEATHED, WITH OR WITHOUT RESTRICTIONS, TO THE CITY OF TACOMA FOR ACTUAL ARTWORK, PROPERTY FOR PLACEMENT OF ARTWORK OR FUNDS FOR THE ACQUISITION OF ARTWORK.

POLICY

1. THE TACOMA ARTS COMMISSION WILL REVIEW ALL PROPOSED GIFTS AS DEFINED ABOVE AND WILL EVALUATE THE SUITABILITY OF PROPOSED GIFTS AND MAKE RECOMMENDATIONS TO THE TACOMA CITY COUNCIL IN ACCORDANCE WITH RCW 35.21.100 WHICH ALLOWS ACCEPTANCE OF DONATIONS TO A MUNICIPALITY.
2. EACH PROPOSED GIFT WILL BE REVIEWED FOR:
 - A. AESTHETIC QUALITY - THE PROPOSED GIFT HAS SIGNIFICANT AESTHETIC MERIT.
 - B. APPROPRIATENESS OF CHOSEN SITE OR PROPOSED LOCATION - SCALE OF ARTWORK IS APPROPRIATE FOR THE SITE INCLUDING RELATIONSHIP BETWEEN THE ARTWORK AND THE SITE AND OBSTACLES OF THE SITE.
 - C. RESTRICTIONS FROM THE DONOR - ANY RESTRICTIONS MUST BE CLEARLY IDENTIFIED AND, IF ACCEPTED, EXPECTATIONS MUST BE MET BY THE CITY.
 - D. ORIGINALITY OF ARTWORK - ARTWORKS MUST BE ONE-OF-A-KIND OR PART OF AN ORIGINAL SERIES. REPRODUCTIONS OF ORIGINALS ARE NOT CONSIDERED ELIGIBLE FOR ACCEPTANCE.
 - E. RELATIONSHIP TO THE COLLECTION AS A WHOLE - THE TACOMA ARTS COMMISSION IS COMMITTED TO CREATING A DIVERSE COLLECTION OF ART. THE PROPOSED GIFT MUST BE COMPATIBLE WITH THE MUNICIPAL ART COLLECTION WITHOUT BEING OVER-REPRESENTED.
 - F. TECHNICAL FEASIBILITY - THE REALISTIC ABILITY FOR THE PROPOSED PROJECT TO BE BUILT AND INSTALLED AS PROPOSED.
 - G. TECHNICAL SPECIFICATIONS - THE TACOMA ARTS COMMISSION MUST REVIEW THE ACTUAL WORK, IF AVAILABLE, OR SCALE DRAWING AND/OR MODEL(S) CONSISTING OF A SITE PLAN AND ELEVATION DESCRIBING THE FOLLOWING:
 1. SURROUNDING SITE CONDITIONS IF APPLICABLE
 2. DIMENSIONS

3. MATERIALS AND FINISHES
 4. COLORS
 5. ELECTRICAL, PLUMBING, OR OTHER UTILITY REQUIREMENTS
 6. CONSTRUCTION AND INSTALLATION METHOD
 7. ADDITIONAL SUPPORT MATERIAL SUCH AS TEXT VERBALLY DESCRIBING THE ARTWORK AND SPECIFICATIONS, MODELS, OR PRESENTATION DRAWINGS BY A LICENSED ENGINEER MAY BE REQUIRED
- H. BUDGET - COST TO MANAGE PROJECT, PREPARE THE SITE, DELIVER AND/OR INSTALL THE WORK, FUNDS FOR SIGNAGE/RECOGNITION, AND ANY OTHER COST SHOULD BE DISCLOSED BY THE DONOR IN A BUDGET. THE TACOMA ARTS COMMISSION WILL DETERMINE IF THE COSTS ARE ACCURATE AND REALISTIC AND THAT THE DONOR HAS CLEARLY DELINEATED RESPONSIBILITY FOR ALL COSTS ASSOCIATED WITH THE PROJECT.
 - I. TIMELINE - EXPECTED TIMELINE FOR DONATION OR INSTALLATION SHOULD BE PROPOSED BY THE DONOR. THE TACOMA ARTS COMMISSION WILL DETERMINE IF THE PROPOSED TIMELINE IS REALISTIC.
 - J. DURABILITY - EXPECTED LIFETIME AND STAYING POWER OF THE MATERIAL USED TO CREATE THE ARTWORK ESPECIALLY IF SET IN THE OUT-OF-DOORS OR IN A NON-ARCHIVAL EXHIBITION SETTING AND EXPOSED TO ELEMENTS.
 - K. WARRANTY - THE DONOR AGREES TO BE RESPONSIBLE FOR A WARRANTY PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL INSTALLATION OF THE ARTWORK TO INSURE THE INTEGRITY OF THE MATERIALS, FABRICATION AND INSTALLATION OF THE WORK.
 - L. VANDALISM AND SAFETY - THE ARTWORK WILL NOT BE PRONE TO VANDALISM OR POSE A SAFETY HAZARD. PRECAUTIONS AGAINST VANDALISM, SPECIFICALLY ANTI-GRAFFITI, WILL BE TAKEN.
 - M. MAINTENANCE AND PRESERVATION - DONOR'S AGREEMENT TO PROVIDE A TECHNICAL AND MAINTENANCE RECORD INCLUDING A PLAN FOR ROUTINE CARE WITH ESTIMATED COSTS. THE DONOR MUST INDICATE IF THERE ARE ANY UNUSUAL OR ONGOING COSTS.
 - N. COMMUNITY PROCESS - COMMUNITY GROUPS WHO GENERATE ARTWORK PROPOSALS MUST SHOW THAT THEIR SURROUNDING COMMUNITY HAS BEEN INVOLVED AND CONSULTED IN THE PROCESS.
3. DONORS PROPOSING GIFTS WILL BE INFORMED OF THE IMPORTANCE OF THE ABOVE CRITERIA IN THE TACOMA ARTS COMMISSION'S CONSIDERATION.
 4. THE TACOMA ARTS COMMISSION WILL HAVE THE FINAL AUTHORITY TO REVIEW AND RECOMMEND TO THE TACOMA CITY COUNCIL TO ACCEPT OR REJECT DONATED ARTWORK ON BEHALF OF THE CITY.
 5. ALL GIFTS THAT ARE RECOMMENDED FOR ACCEPTANCE WILL ONLY BE ACCESSED INTO THE MUNICIPAL ART COLLECTION PURSUANT TO THE ACCESSION POLICY.