


City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 8, 2009

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: REPORT ON THE PROPOSED POLICE MEMORIAL AND THE DESIGN PROCESS FOR THE PUBLIC ART FOR THE NEW POLICE HEADQUARTERS FACILITY

ISSUE: Report on the proposed Police Memorial and the design process for public art for the new Police headquarters facility.

RECOMMENDATION: That City Council:

- (1) Endorse the concept of incorporating public art memorializing Alexandria's fallen police officers into the new Police headquarters facility;
- (2) Authorize the City Manager to appoint a selection panel to oversee the design process as outlined in this report; and
- (3) Request staff and the Commission for the Arts to proceed with the fundraising and design competition for the Police Memorial.

BACKGROUND: Construction of the new Police headquarters facility will begin in spring of 2009, with completion scheduled for summer of 2011. During the planning process, the desire to incorporate public art was discussed with the Police Department representatives who are seeking to have art that is also a police memorial in the outdoor plaza of the new facility. The Police Memorial is intended to recognize the service of Alexandria police officers to their community. The art work will focus on the honor, integrity and sacrifice of our fallen officers, past and future. While it will memorialize those who have lost their lives in the line of duty, the piece will do so by conveying a message of honor, appreciation and remembrance rather than loss and sorrow. The memorial will also provide an appropriate site for ceremonial activities of the APD and the City.

As interest in the Police Memorial has grown, the Alexandria Commission for the Arts and the Office of the Arts have become involved. In an effort to involve the public, a community meeting will be scheduled in the spring of 2009 to gather input and support.

A fund raising advisory group will be created to develop fund raising strategies for the project. The goal of the group will be to raise the funds required for this project which is estimated at approximately \$300,000. The budget includes the cost of design, fabrication, materials, insurance, delivery and installation, travel and any other incidental costs. A portion of the budget will also be allocated toward maintenance of the project.

DISCUSSION: The Police Memorial design competition is anticipated to begin in the spring of 2009. The competition will be advertised widely and will target local and national participation. The competition and process will be similar to that used for the Freedmen's Memorial Project, the Rocky Versace Memorial Project at the Mt. Vernon Recreation Center and the Charles Houston Memorial Public Art Project.

A selection panel made up of design and art experts appointed by the City Manager would conduct the search for qualified artists through a widely distributed Request for Qualifications.

The Panel would include:

- One representatives of the Alexandria Police Department
- One representative of the Alexandria Government Employee Association
- One representative of COPS/fallen officer family
- One representative of the Alexandria Police Association
- One representative of the Alexandria Police Foundation
- One representative of the Public Art Committee/Arts Commission
- One representative of the Historic Alexandria Resources Commission
- One Professional Sculptor/Artist
- One Architect
- One citizen-at-large
- One individual with expertise in public art competitions

The Panel will evaluate applicants' qualifications and three semi-finalists will be selected. Each finalist will receive a \$2,000 honorarium to develop a concept model for the public art. The semi-finalists will be expected to present their proposals to the Selection Panel.

The City Manager would designate the chair (or co-chairs) of the Selection Panel. In addition, City staff designated by the Directors of the following departments will serve in a support role for the Selection Panel: City Manager's Office, Alexandria Police Department, Department of Recreation, Parks and Cultural Activities, Office of Historic Alexandria, and Department of General Services. In addition, representatives of the architecture firm HDR will serve in an ex-officio capacity.

The semi-finalist proposals/models will be exhibited for a two-to-four week public review period. Based on public comment and Panel review, the Panel will select one of the proposals to recommend to the Alexandria Commission for the Arts. The Commission will review the proposals and recommendation and forward their recommendation to City Council.

Staff anticipates that the semi-finalists will be selected by early fall of 2009. It is anticipated that the final proposal will be recommended to City Council by early 2010. The artwork will be completed and ready for installation by the date that the new police facility will be completed, which is anticipated as summer of 2011 with occupation in the fall.

When fundraising is completed the design development and installation of the artwork will proceed through the regular City processes.

FISCAL IMPACT: The \$300,000 budget will include the design, fabrication, materials, insurance, delivery and installation, travel, and any other incidental costs. A portion of the funding will be allocated toward maintenance of the project. There is no money budgeted for this public art project in the RPCA budget. Our goal is to have all project costs, including the honoraria, funded by private donations and grants, if possible. To begin the process, we will need to raise approximately \$10,000 for the honoraria and advertising costs.

ATTACHMENT: Time Line

STAFF:

Michele Evans, Deputy City Manager

Kirk Kincannon, Director, Recreation, Parks and Cultural Activities (RPCA)

Alisa Carrel, Director, Office of the Arts/RPCA

Cheryl Anne Colton, Cultural Arts Administrator, Office of the Arts/RPCA

Henry Lewis, Senior Project Manager, General Services

Blaine Corle, Deputy Police Chief

Police Memorial Time Line

Draft as of 3/26/09

- 2009 April
- Draft Docket Memo for CMO to City Council
 - Obtain City Council Approval for Project and Selection Panel
 - Form Selection Panel
- May (Police Week: May 10 – 16, 2009)
- Draft RFQ – *Selection Panel with comments from Architect, Arts Staff, Planning, Purchasing*
 - Gather Historical Information and Develop Web Site for RFQ – *Selection Panel, Arts Staff, History Staff*
 - Community Meeting (end of May or early June)
- June
- Approve RFQ & Web Site – *Selection Panel*
 - Submit RFQ to Purchasing – *Arts Staff*
- July
- Announce and Publicize RFQ – *Arts Staff, Purchasing* [**Must have start-up funds in place**]
- August
- Draft Prospectus – *Selection Panel with comments from Architect, Arts Staff, Planning, Purchasing*
- September
- Deadline for RFQ Submissions – *Artists*
 - Approve Prospectus – *Selection Panel*
- October
- Select Three Finalists – *Selection Panel*
 - Present Awards/Distribute Prospectus to Finalists – *Arts Staff*
- December
- Draft Contract with Artist – *Arts Staff with City Attorney Staff* [**75% of funding in place**]
- 2010 - January
- Proposals Due/Present Concepts to Selection Panel – *Artists*
 - Public Exhibit of Concept Models – *Selection Panel, Public*
- February
- Final Selection Made and Public Art Committee Notified – *Selection Panel with comments from Public*
- March
- Review of Selection/Write Report – *Public Art Committee*
 - Vote on Recommendation – *Arts Commission*
 - Receive Report/Docketed Item – *City Council* [**Full funding must be in place**]
- April
- Public Hearing and Vote – *City Council*
 - Implement Art into Construction Documents
 - Announce Finalist/Present Report to Arts Commission at Public Hearing Portion of Meeting – *Public Art Committee*
 - Creation of Art Work – *Artist*
- 2011 Summer
- Installation
- Fall
- Unveiling Ceremony