

Request for Proposal

WELLINGTON MUSEUM
SUFFRAGE125 CONTEMPORARY ARTWORK

Wellington
Museum

PART OF

experience
Wellington
wellington museums trust

PRINCIPAL FUNDER

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke



THE PROJECT

Wellington Museum plans to acknowledge the 125th anniversary of Suffrage in a contemporary, thought provoking, awareness raising and creative fashion! As such, we are commissioning an artwork to hang in the historic Board Room; a strong statement and juxtaposition to what is currently a very male dominated space. Although we are open to medium, textile works will be strong contenders given the historic banners women have created together to promote their causes (think Suffrage or 1913 Waterfront Dispute).

As we have been considering the project our thinking has been along the lines of—125 years of Suffrage—So what? Are women in Aotearoa New Zealand equal today?

If you are interested in submitting a proposal this document sets out the steps in the process.

REQUIREMENTS

Please ensure you fully read this document before starting to prepare your response. In particular develop a strong understanding of our requirements and how your proposal will be evaluated. If anything is unclear or you have any questions then feel free to ask us to explain. Just email our contact person.

PROCESS

This is a contestable and competitive procurement fully the responsibility of Wellington Museum. We have set out a step-by-step process for artists to follow as well as some guidelines. Please ensure you follow our process.

CHANGES TO THE PROCESS

If we need to change anything about this process or want to provide artists with additional information we will let all artists know by email.

CONTACT PERSON

Please direct all enquiries and your submission to our contact person.

Rachel Ingram

T: +64 496 1943

E: racheli@experiencewellington.org.nz

PROPOSAL SUBMISSION

Please submit your proposal by email and in hard copy format.

Email address for proposals

Please use the following address:
rachel@experiencewellington.org.nz

Address for hard copy Proposals

Please send a hard copy of your proposal to the following address:

Suffrage125—RFP Proposal
Rachel Ingram
Wellington Museum
PO Box 893
Wellington 6140

INDICATIVE TIMELINE

Site visits:

To view the space, the Museum is open daily from 10am–5pm (except Xmas day); otherwise arrange a visit with the contact person

Deadline for submission of Proposals (Closing Date):

By 5pm on 16 February 2018

Notification of successful applicant:

9 March 2018

Installation date:

By mutual arrangement but no later than 10 September 2018

Opening event

To be notified

WHO WE ARE

Who we are—Wellington Museum

Wellington Museum celebrates Wellington’s social, cultural and maritime history. The Museum opened to the public in 1999, and now attracts over 130,000 visitors a year, consistently achieving excellent visitor feedback from local, national and international visitors. Housed in the historic 1892 Bond Store, the original architecture complements the exhibitions of precious objects and stunning technology.

Who we are—Experience Wellington

Experience Wellington (formerly Wellington Museums Trust) is a centrally managed and uniquely diverse group of arts and heritage experiences, located within the heart of New Zealand’s “cultural capital”. Our facilities comprise the city’s largest grouping of cultural and heritage attractions and we are key contributors to Wellington City Council’s directions of creativity and innovation.

Experience Wellington's objective is to further the development of museum and cultural activities within the city for the benefit of Wellington residents and the wider community. While we receive significant Council funding, we generate more than 35% of our requirements from other sources including the generous support of a wide range of sponsors, funders and friends.

We currently operate and manage the following facilities:

- City Gallery Wellington
- Capital E
- Museums Wellington:
 - Wellington Museum
 - Cable Car Museum
 - Space Place at Carter Observatory
 - Nairn Street Cottage
- New Zealand Cricket Museum (jointly with the New Zealand Cricket Museum Trust)

Although Experience Wellington is a Council Controlled Organisation, it is a separate financial and legal entity from the Wellington City Council, and all contracts and financial arrangements referred to in this document relate to the Trust, not the Council.

WHAT WE NEED

The purpose of this RFP is to invite parties to submit a proposal for the design and production of a contemporary artwork to speak to 125 years of women's suffrage.

OBJECTIVES

We are looking for a fantastic large contemporary artwork produced within the given timeline and to the budget. The artwork will:

- provide a contemporary political and artistic response to the idea of women's equality
- reference the women's suffrage movement historically but with the main emphasis on contemporary issue/s facing women today
- provide a thought-provoking site-specific contrast with the male-dominated Wellington Harbour Board history in the Museum's Von Kohorn Board Room
- ideally be a large contemporary textile artwork (although we will consider outstanding proposals using other media)
- ideally be a community, collective or collaborative work (although submissions from individuals will be given equal consideration)
- will engage all visitors
- be constructed from permanent materials that will enable it to be potentially be accessioned into the Museums Wellington collection

CONCEPT

Suffrage125 is a national event taking place in 2018. This event will celebrate the year 1893, when New Zealand became the first country in the world to enfranchise women (give them the vote).

As part of this event, Wellington Museum is commissioning a large contemporary artwork to be placed within the Von Kohorn Room (formerly the Board Room of the Wellington Harbour Board) on the first floor of the Museum.

The Wellington Harbour Board (WHB) was based in the Bond Store (now Wellington Museum) from 1892 until 1989. The WHB is associated with the settlement of Wellington, the harbour, and shipping, which have all been important elements of the development of the city. It was a very male dominated industry, both in the building and on the wharves. The Board Room architecture emphasises the power and status of the organisation, and demonstrates the male-dominance of the organisation by displaying portraits of the men (and one woman!) of the Harbour Board. We have decided to address this bias and give the Board Room a female voice, by launching a new artwork to coincide with national Suffrage125 celebrations.

The Von Kohorn Room is part of the Museum experience and is also used for school groups, public programmes, tours and venue hire. We welcome proposals for artworks to cover the large Wellington harbour map in that room with a contemporary textile artwork (although other wall-based media or locations within the room will be considered if the proposal is outstanding).

Although Suffrage125 celebrates an historical event, we would like to leap forward in time and look at political, social and/or economic factors affecting women today. Broadly speaking, we would like the artwork to address this question: in 2018, have women achieved equality? We would like this artwork to be political in nature and challenge people to think about women's equality today, with the intention it starts conversations and influences public programming.

Ideally we envision the artwork to be either a community, collective or collaborative project to enable us to gain a wider perspective on issues facing women today.

This is an exciting opportunity to have your artwork on display at Wellington Museum and for it to potentially become part of the Museums Wellington collection.

DESIGN PARAMETERS

The design will take into account the following factors:

Scope—the artwork will:

- Address political, social and/or economic issues currently facing women in Aotearoa New Zealand
- Reference the women's suffrage movement and subsequent enfranchisement in 1893
- Respond to the male-dominated WHB Von Kohorn Room by giving women a contemporary voice
- Ideally be a collaborative, community inspired project

Design—the artwork will:

- Reference the historical suffrage movement alongside contemporary issues facing women
- Be a wall-based contemporary (ideally) textile artwork hanging behind the Officer's chairs and table and covering, as a minimum, the Wellington harbour map (see dimensions and photo below)
- Use elements that will elicit an emotive response from our visitors
- Be accessible to all and must be accompanied by a separate small-scale piece or material samples which will enable a tactile experience
- Be easily installed with a hanging mechanism that means the artwork can be easily removed
- Be constructed of permanent materials as it may become part of the Museums Wellington collection

- Have as a minimum the harbour map dimensions: full-size including frame: approx. 3.5m x 2.5m
- Consider installation and hanging requirements: weight, the hanging mechanism (eg hang over the map, be free-standing etc) and be removable. We encourage you to visit and/or discuss these.



The Wellington harbour map in the Board Room. PHOTO: PIKITIA



A selection WHB portraits in the Board Room. PHOTO: TOM ETUATA

AUDIENCE

We anticipate the selected artwork will engage all visitors by starting conversations, raising questions and sharing perspectives

- The Museum's current visitors are all ages; from babies in buggies to people who have been retired for 30 years
- The Museum's current visitors are local Wellingtonians (35%), visitors from elsewhere in New Zealand (20%), and tourists from overseas (45%)
- The design will consider accessibility, including:
 - physical accessibility standards (NZS4121)
 - users who don't have English as their first language
 - users with different learning levels
- Responding to the artwork will be part of learning programmes for school groups of up to 35 students accompanied by adults
- It will inform the development of public programmes and events
- It will become part of a Museum tour—hosted groups of up to 20 adults
- As the Museum is 'venue-friendly' and allows cocktail-type functions to be held in the von Kohorn Room, the design must take this usage into account.

LEGAL REQUIREMENTS

- The design, production, and installation must comply with any regulations and best practice with respect to fire, accessibility, emergency egress, electrical safety, health & safety, earthquake danger and any other relevant issues.
- Wellington Museums Trust, trading as Museums Wellington, is the first owner of copyright within the work, and retains full commercial and reproduction rights.

PREVIOUS EXPERIENCE

You will be required to submit the following with your proposal:

- Evidence of past projects
- The concept and key relevant images describing the proposed work and how it will work in the space
- Background information on community/collaborative involvement (if relevant)

BUDGET

The Suffrage125 project has a budget of \$7,500.00 (plus gst). The design, construction, materials and hanging mechanism must fit within this budget.

The budget must include all resources and materials to complete the project, including, but not limited to:

- All project management, administration, and travel costs
- All design costs, including presentations, prototyping and samples
- All rights for images or other copyright material
- All construction costs
- All hanging mechanism costs

The Museum will cover costs for:

- Installation
- Signage
- Marketing and communications
- Public and Learning programmes
- A modest opening event

YOUR PROPOSAL

Please submit up to six single-sided A4 pages to the contact person by 5pm on 16 February 2018

Proposals must include:

- The concept and appearance of your work including sketches and/or precedents, and an indication of the materials you anticipate using
- A description or sketch showing how the artwork will fit in the space, and your ideas for installation
- Background information on community/collaborative involvement (if relevant)
- Descriptions and evidence of relevant past projects you have done

EVALUATION PROCESS

Proposals will be assessed against the requirements set out in this RFP by the Museum at its sole discretion. Evaluation will consider the documents submitted in the proposal.

Factors that will be taken into account when evaluating proposals will include but are not limited to the following, which are not in any order of priority:

- creative response to our concept
- site specific response
- demonstrated experience in delivering relevant projects
- key personnel involvement and relevant artistic skills / experience
- health and safety
- evidence of a collaborative/ community based process (if relevant) and
- other criteria considered relevant by the Museum

The capability and strengths of each project will be evaluated by the Museums evaluation team at its sole discretion. The evaluation team consists of selected representatives from the Museum with the necessary skills to ensure an objective evaluation is achieved.

The Museum reserves the right to request information from any relevant company/organisation or person in the course of evaluating your proposal.

COMMUNICATION OF DECISIONS

All applicants will receive acknowledgment that their submission has been received, and following the evaluation process, will be notified of the outcome.

Thank you for submitting a proposal.

We look forward to seeing it!