



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

## Percent for Art Scheme - Information Brief

# **NEW EMERGENCY DEPARTMENT FIT OUT PROJECT AT UNIVERSITY HOSPITAL LIMERICK**

*MAY 2017*

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## **Introduction**

Under the Per Cent for Art Scheme, UL Hospitals and HSE Estates wish to invite submissions and commission original artwork pieces with the primary aim of enhancing the care environment of persons and also the general environment for the staff that care for them and indeed the general built environment for all visitors and users of the new Emergency Department (at ground floor) at University Hospital Limerick. Artwork already completed may also be considered if it fits with the project requirements as outlined in this brief.

Acute hospital services in the Mid-West have recently been subject to major service reconfiguration with the six acute hospitals now under a single governance structure.

UL Hospitals incorporates University Hospital, Limerick, (UHL) Croom Hospital, (CH) University Maternity Hospital, Limerick, (UMHL) Ennis Hospital, (EH) Nenagh Hospital (NH) and St. John's Hospital, Limerick, which provide acute hospital care for the population of Limerick, Clare, North Tipperary and surrounding counties (approx 378,410 as per 2011 census).

The Emergency Department at University Hospital Limerick provides emergency care for adult and paediatric patients with a core focus in the diagnosis, treatment and management of acute and urgent injuries and illnesses.

The Emergency Department is open 24 hours a day, 365 days a year and provides services to in excess of 64,000 patients a year, in the catchment areas of Clare, North Tipperary, and Limerick. It is staffed by doctors and nurses who have specialized training in Emergency Medicine and is supported by multi-disciplinary teams, allied health professionals, porters, attendants and clerical staff.

The Emergency Department is the major referral centre for the Mid-West Region and access protocols are in place ensuring patients with acute medical/surgical problems, cardiac emergencies, stroke, multiple traumas, paediatrics and specific orthopaedic injuries are brought by the ambulance service directly to the department.

Patients may present to emergency department via ambulance or self present. They may be referred from their GP or from another hospital/LIU. On arrival all patients are required to register in order to generate an attendance and a medical record. Patients are then assessed by the triage nurse and assigned a priority rating. This determines the urgency in which they will be seen.

The Per Cent for Art Scheme provides a unique opportunity to greatly enhance these developments for the benefit of our patients, hospital visitors and our staff.

All proposals received will be carefully considered. A drawing and photographs are being provided in this brief which also show some preliminary suggested locations for Art.

We would like to promote a welcoming, calm, cheerful, caring, healing and embracing environment with elements that are recognisable and comforting and duly appropriate to the nature of the building and the locality.

Projects financed under this scheme should display the highest levels of artistic excellence, be innovative in their nature and display a high level of understanding for the sensitive setting and people (patients, visitors and staff) involved. These may include –

- Integrating artwork into the fabric of the building
- Commissioning permanent or visual art

We feel that textures, colour and materials should allow interaction between the artwork and the patients, visitors and staff. Materials used and form of Artwork should also be sensitive to this particular health care setting/environment.

We would like the built environment to reflect the pride we have in our hospital and the high quality services it provides in accordance with its status as a centre of excellence and a significant contributor to acute healthcare provision in the mid-west.

The new Emergency Department Fit-Out Project is due to be completed and opened in May 2017.

### **Per Cent for Art Scheme**

The Per Cent for Art Scheme was set up under a Government decision in May 1997. Under the Scheme, when public bodies undertake capital projects, the construction budgets should include a limited level of funding for an artwork, art feature or arts project.

In line with best practice, UL Hospitals and HSE Estates will conduct a selection process to find suitable artist(s), artwork(s), or arts project(s) for the new Departments at University Hospital Limerick

### **Budget for the Artwork(s)**

The Art Committee reserves the right to select any number of submissions as the final artwork for the project but whether it is one piece or numerous pieces selected, the maximum budget for the design(s), supply and fix for this project will be €64,000 inclusive of all costs, expenses, VAT and other charges necessary for completion of the project.

All costs (where they arise) are to be included as part of the budget, e.g.

- VAT
- insurance
- research and development
- materials and fabrication
- engineering design (if appropriate)
- transportation, installation & erection

- health and safety considerations including requirement of Project Supervisor Construction Stage (PSCS) Service
- any other costs and charges necessary to install & complete the artwork project

### **The Artwork(s)**

Artworks must be of the highest standard, may be permanent in nature, be innovative and must be sensitive to the patients, visitors and staff who use, visit or work in the hospital.

The artworks may be of any discipline, design or media. One or more commissions may be awarded as a result of the process.

There is a flexible approach to the media and nature of the project and locations for art. It is envisaged that applicant's would ideally look for inspiration for their proposals in the social and cultural context of the surrounding hinterland and its landscapes.

Account must be taken of current Health and Safety Regulations.

Artists should give due consideration to energy consumption and low maintenance aspects of their proposed artworks.

### **Artists' Submission**

Artists should submit all of the following where relevant to their proposal:

1. Completed Tender Form (see attached)
2. CV (maximum 3 pages).
3. A typed proposal (maximum 350 words) outlining ideas and concepts for the project.
4. Details of materials to be used, technical specifications where relevant, methodology and installation details and preferred locations for the proposed artwork(s) etc as relevant. The Artist should include for any assistance or support the artist may require during the project including any engineering design requirements if relevant.
5. Examples of previous work in the form of photographs or digital images etc. (jpegs on CD). Note: no more than 10 images in total should be submitted.
6. Sufficient models, maquettes, illustrations etc. for the purpose of communicating scale, proportion, materials, location and artistic content of the developed project if relevant
7. A visual representation of the proposed artwork in situ, for the purpose of communication scale (metric dimensions should be provided if appropriate), proportion, materials, location and artistic content of the proposal. This visual representation should use for example drawings, computer generated images, photographs, etc.

8. Satisfactory evidence of Health and Safety, Infection Control, durability and low maintenance requirements as appropriate including guidelines for maintenance & cleaning requirements of the artwork(s) as appropriate. . The Artist would be required in due course to produce a detailed Method Statement for the installation of the artwork(s) for acceptance by the Commissioner prior to installation.
  9. Timescale for realisation and proof of ability to deliver the project within a reasonable timeframe.
  10. Total Cost (inclusive of VAT if required) including budget breakdown showing all cost elements to successfully complete and install the commission.
- No fees or expenses will be payable arising from the above submission

All submitted materials are to be clearly marked with the Artist's name, contact details and the title "New Emergency Department Per Cent for Art Scheme". Submissions should ideally be no larger than A3 size (30 cms x 42 cms). Hard copies of the proposals are required. It is not intended to return submissions to tenderers. However, if so requested in the submission, we will endeavour to give Artists the opportunity to collect their submission once the evaluation has been completed.

**The deadline for receipt of Artists' submissions is 4pm on Wednesday 21<sup>st</sup> June 2017.**

Site visits are considered necessary. The deadline for when we can facilitate site visits before the new Emergency Department opens is Friday 26<sup>th</sup> May. Site visits can be arranged by emailing Zita Pearce [zita.pearce@hse.ie](mailto:zita.pearce@hse.ie) or by ringing or texting mobile phone no. 086-0498697.

**Completed Tender Application Forms and Submissions must be delivered to: Zita Pearce, Project Manager, HSE Estates, Holland Road, National Technology Park, Limerick by the deadline, in order to be considered.**

For further information on this invitation the email address is [zita.pearce@hse.ie](mailto:zita.pearce@hse.ie)

### **Selection Process**

The Invitation to Tender will be made public by notification through media including the website of Visual Artists Ireland and through an electronic bulletin to circa 9,000 subscribers. Artists are invited to submit their proposals for consideration by the Project Arts Committee. Please see "Artists' Submissions" paragraph above for details. Artists are expected to visit the hospital during the tender period at their convenience and it is recommended to email or ring to make an appointment in this regard. Some drawings and photos relating to the facilities are also included as part of the tender documentation.

The Project Arts Committee will include an Artist and representatives from HSE Estates Department and University Hospital Limerick.

The competition is open to both a wide range of Artists and visual artwork(s).

Where required, it'll be a 2 stage process i.e. the Art Committee shall consider the submitted proposals based on suitability to a healing and healthcare environment, attractiveness, estimated cost of the making and installation of the art work, VAT if applicable and any maintenance cost that might be incurred in the future.

Those selected shall constitute a shortlist of Artists. As we have a number of proposed locations for artwork, we do not at this stage, want to limit the number of Artists that may be shortlisted.

The short listed Artists shall be contacted and we will notify them at that stage of how many Artists have been shortlisted.

If it is deemed necessary, and only so as to provide further information to the Committee, some of the shortlisted Artists may be asked to develop their proposal further. A maximum fee of €300.00 to cover all costs, will be offered to these short listed Artists to assist with their prototype development. This cost would include VAT if appropriate for the Artist. VAT is the responsibility of the Artist.

The final selection may require a formal meeting between the shortlisted Artists and the Art Committee if clarification on a shortlisted submission is deemed to be required. However, it is intended that any meetings would be kept to a minimum and would be organised to be as productive as possible for everyone. Artists will be given reasonable advance notice of any meeting and travel expenses will be covered by HSE.

Any additional information requested by the Projects Art Committee with regard to Safety & Health, Method Statements, Engineering Requirements will have to be provided at this shortlist stage.

The Project Art Committee will review the short listed submissions along with any further clarification information requested and/or more developed proposals arising and ultimately make a final decision on which of the proposals, if any, to proceed with.

The Art Committee reserves the right to -

- (a) select one or more artists' works based on the submission &/or prototype and full cost
- (b) reject any or all of the submissions &/or prototypes so no commission is awarded
- (c) request that a submission/prototype be adjusted and re-submitted with adjusted cost.

## **Award Criteria**

Applications will be assessed using the following criteria:

- The appropriateness / quality of the concept.
- Quality of proposed artwork in terms of innovation, craftsmanship.
- Integration of the physical, social and cultural context of the work.

- Impact and therapeutic benefit for the hospital environment, patient population, visitors, staff and the community.
- The feasibility of the commission
- Appropriateness and sensitivity to the context
- Durability, ease of maintenance and cleaning
- Compliance with Health & Safety Requirements

Note:

Artists should note that they may need to make themselves available for consultation with the Project Arts Committee at any stage of the competition's evaluation process.

### **Award of Art Commission and Contract**

This involves the nominated Artist(s) and HSE Estates entering into a contractual commitment to bring the artwork(s) to fruition. Payment and delivery schedules etc. will be agreed as part of the contract.

Members of the Project Arts Committee will oversee progress of the artworks to completion.

### **Provisional Project Schedule**

1. Proposals shall be submitted to Project Arts Committee, New Emergency Department Fit-Out Project, c/o Zita Pearce, Project Manager, HSE Estates, Holland Road, National Technology Park, Limerick, containing all relevant information as outlined in this information brief by 4pm on Wednesday 21<sup>st</sup> June 2017.
2. The Project Arts Committee intend to meet shortly thereafter to review the submissions received with a view to ultimately proceeding with the award of contract(s) without any undue delay.

### **Tender Conditions**

- The decision of the Art Committee is final.
- Artists(s) will be required to enter into a formal contract with the HSE before any work commences.
- Evidence of appropriate insurance will be required before work commences.
- Evidence of up-to-date tax compliance (tax clearance cert) will be required before commencement.
- All work activities must be carried out in accordance with Health and Safety Guidelines and Acts.

- The Artist(s) might be required to provide progress reports to the Project Art Committee.
- The HSE will not be liable for any other expenses incurred by the Artist/s.
- Artists please note: the HSE is subject to the Freedom of Information Act, 1997. If you provide information in the Proposal which you consider to be of a commercially sensitive nature, please clearly indicate this in your Proposal.
- The Artist(s) does not retain any property or other rights to the artwork once payment is made.
- The HSE is not responsible for any damage to Prototypes or other property.

### **Copyright and Reproduction Rights**

Copyright in the Work (including in any preliminary designs) shall remain at all times with the Artist.

The Artist grants to the Commissioner and its assigns a non-exclusive licence to make two-dimensional reproductions of the Artwork for non-commercial purposes, including, but not limited to, reproductions used in brochures, media publicity, exhibition catalogues or other similar publications, any record, publication, film, video or television broadcaster cable programme service.

If the Commissioner wishes to make reproductions of the Artwork for commercial purposes the Parties shall execute a separate agreement to address the terms of the license granted by the Artist and the royalty the Artist shall receive.

The Artist shall at all times be acknowledged as creator of The Work. The Artist hereby asserts his/her right to paternity.

### **Payments by HSE**

Payments shall be made in accordance with the schedule outlined in the contract upon receipt of invoices and reasonable progress. Payment of any applicable VAT is the responsibility of the Artist.

If any other information is deemed required regarding the project or competition please contact: [zita.pearce@hse.ie](mailto:zita.pearce@hse.ie)

## **APPENDIX 1**

**Per Cent for Art Scheme – Emergency Department Fit-Out Project at University Hospital Limerick**

## Tender Form

Artist's name:			
Postal address:			
Telephone numbers:			
Email address:			
Website address (if applicable):			
Title of Proposal			
Concept or Theme in the Proposal			
Category			
Estimated Cost	Total amount € _____		
Value Added Tax On-site 13.5% Supply only 23%	<p>If applicable on the above please state the VAT% rate _____</p> <p>and the amount of VAT € _____ included above. Otherwise no VAT is included for your proposal.</p>		
<b>Disclosure</b> – if you have previously worked for or are working for or have undertaken an art commission for the HSE please give details and the experience that you have gained.			
Signature of Artist:		Date:	

### APPENDIX 2 – Photographs of Proposed Areas for Artwork at ED



**Figure 1: Overview of Zone 1 External Courtyard Area**



**Figure 2: Overview of Zone 2 Internal Courtyard Area**



**Figure 3: Overview of Zone 2 Internal Courtyard - West Elevation**



**Figure 4: Overview of Zone 3: Wall outside public toilets at end of Main Waiting Area**



**Figure 5: Overview of Zone 4: Wall at end of Clinical Decision Corridor**



**Figure 6: Overview of Zone 5 - (one of two similar X-Ray Rooms) – south elevation**



**Figure 7: Overview of Zone 5 - (one of two similar X-Ray Rooms) – west elevation**



**Figure 8: Overview of Zone 6**



**Figure 9: Overview of Zone 6**

## **APPENDIX 3**

### **Plan Drawing of areas proposed for Artwork at New Emergency Department at University Hospital**