



Public Artist Commission

New Artistic Features within a Public Park - Design & Construction

Introduction

The Town of Okotoks (the "Town") invites interested parties to apply for an exciting opportunity to design, fabricate, and install new public art features as part of the revitalization of Triangle Park, a key public space in the heart of downtown Okotoks.

Triangle Park is being reimagined as a vibrant and welcoming destination for residents and visitors alike. The Town is seeking a talented and imaginative artist whose work will help with this transformation and leave a lasting mark on the community. The selected artist will create and install their work where it will become a permanent feature within the renewed park and an enduring part of the Town's public realm.

This is a collaborative, dynamic, multi-disciplinary project currently under construction. The selected artist will work closely with Town staff, project managers, engineers, contractors, and landscape architects to integrate their artistic vision into the park. Key construction milestones must be met, so the artist will need to balance creativity with careful planning, scheduling, and attention to logistical details throughout the process.

Artist Services

The Town requires services from a qualified and experienced artist (the "Artist") to design, supply all materials, fabricate, and install safe, durable, accessible, and functional new art features within Triangle Park, which is a public park in a highly visible downtown location. The design and materials must support the loading from all reasonably foreseeable activities at the park, be consistent with Town of Okotoks and City of Calgary engineering and construction standards, meet all relevant codes and safety standards, be safe and durable year-round in the town's climate, and support normal snow and ice clearing and other Town maintenance practices.

This public art space should be inspired by the Sheep River, the ecology and geology of the Foothills, and the deep cultural and spiritual connection to water held by the Indigenous Peoples of the Treaty 7 Territory. Additionally, with the understanding that Triangle Park may host public gatherings and events in the future, the additions created by the Artist must reserve/protect the majority of the space to be open for these public activities.

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The selected Artist will create and install features that include one or more bold artistic structure(s) that encourages low-intensity, open-ended play for children and families. This could include:

- Sculptural storytelling elements (e.g., carved animals, water spirits, or river stones)
- Stories of the region's history
- Interactive features that explore the seasonal cycles of water, river ecology, and/or Treaty 7 history
- Whispering posts or sound elements inspired by water
- Hidden details for discovery (e.g., fossils, tracks, or beadwork patterns)

There is a desire for public art in Triangle Park to incorporate imagery, patterns, and stories that reflect the Sheep River's ecological importance; Blackfoot and other Treaty 7 Nations' cultural and spiritual relationships with water, and; local flora, fauna, and geological features. Where Indigenous themes are incorporated, interested parties should demonstrate respectful understanding and/or collaboration. All features must be safe, durable, accessible, and inclusive, designed for year-round outdoor use and suitable for children of various ages and abilities. It is important to the Town that Triangle Park remains fully integrated with the nearby street and sidewalk as an extension of the public realm. Therefore, any design that could potentially trigger full perimeter fencing of the park or upgraded fall protection surfaces will be rejected. Figure 2 below shows that Triangle Park will be fenced on the north and east boundaries only.

The warranty period for products and workmanship shall be two years. The Artist will correct all deficiencies arising during this period which starts once the features are all ready for their intended use. Schedule information is provided below.

Background

Triangle Park is located at 34 North Railway Street in the heart of downtown Okotoks as shown in Figure 1 below. The ongoing downtown improvements project includes the replacement of aging infrastructure and improvements to walkability, aesthetics, street lighting, parking, pedestrian connections, and accessibility of North Railway Street. This project spans along North Railway Street from Elm Place to McRae Street and is being constructed over two years, finishing in approximately September 2026. Construction of improvements to Triangle Park are in progress by the civil contractor (the "Contractor"). Further information about the Downtown Main Street improvements project can be found here: <https://shapeourtown.okotoks.ca/downtown>

Figure 1: Location of Triangle Park in downtown Okotoks



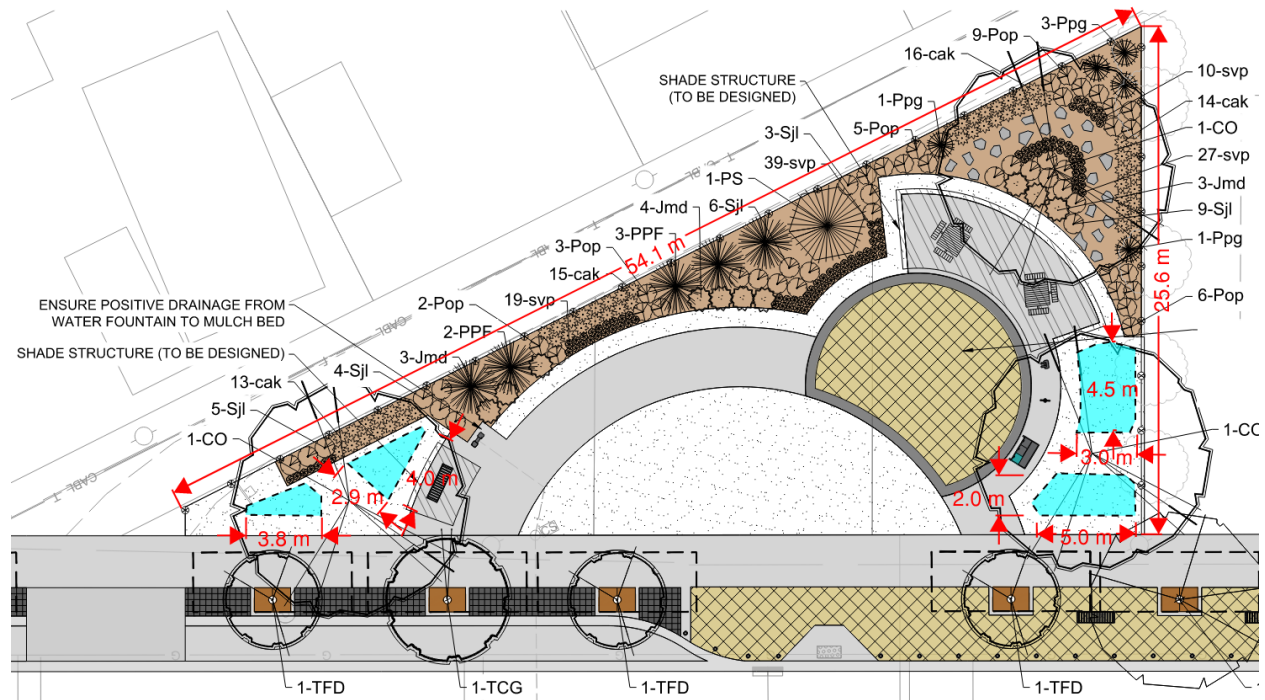
Third-Party Contractor's Work

All infrastructure upgrades have been fully designed, and the Town has been working with the Contractor and engineering consultant starting in 2024 to bring the downtown improvements to life. A landscape architecture plan for Triangle Park is shown in Figure 2 below, and construction of those elements (concrete, grass, trees, shrubs, fencing, benches, flag stones, shade structures, picnic tables, garbage cans, water fountain, etc.) is included in the Contractor's scope of work. Improvements to Triangle Park, excluding the new art features, are currently under construction by the Contractor with completion scheduled for late July 2026. Figure 2 below shows the scope of landscape architecture improvements at Triangle Park to be made by the Contractor. Drawing notes:

- 1) Locations of public art features are highlighted in blue in Figure 2 below with approximate dimensions provided.
- 2) The Town requires a 1m setback of art from public sidewalks and pathways for purposes of operation and maintenance.
- 3) Locations for public art will be proposed by the Artist (selected from the areas shown in Figure 2) for approval by the Town.

The Contractor will substantially complete the landscape architecture, concrete, fencing, utility, and structure upgrades to Triangle Park by approximately July 20, 2026, at which point the installation work by the Artist can commence with unimpeded access to the entire park via the alley only. For clarity, construction of North Railway Street will not be completed until later in 2026 and therefore the Artist should not have any expectation of access from or use of the street or sidewalk south of the park. This means the artist will only be able to access the alley from Alberta Ave. The alley north of Triangle Park must be always kept open to the public. There are expected to be minor maintenance activities to be completed by the Contractor after July 20, 2026, including but not limited to watering of sodding and weeding. It is also possible that Triangle Park may need to close for 2-3 days for the installation of the two shade structures. This schedule is still being finalized by the Contractor as of posting of this Artist Commission and information will be shared with the Artist once confirmed.

Figure 2: Landscape Architecture Plan View for Triangle Park with Potential Art Locations



Budget

The successful Artist will be reimbursed for all work and expenses on a cost-plus basis. The Artist shall invoice the Town for all labour, materials, rentals, design, and other work with a flat markup. A budget for all services, materials, and work is set at \$50,000. This includes the provision of a two-year warranty on all materials and workmanship. No

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additional allowances will be made and all costs to successfully complete the project as described above must fall within the budget.

Key Milestones

- July 2026 – Window for interested parties to make their submission
- August 2026 – Selection and notification of high-ranked Artist
- August 2026 – Negotiations, contract execution, and kickoff
- August 2026 – Triangle Park available for the use of the Artist
- September 2026 – Concept development
- September 2026 – Concept selection
- October 2026 – Material procurement and fabrication
- Oct/Nov 2026 – Targeted competition of installation

Reimbursement for Services

Payment will be made monthly based on approved invoicing provided by the Artist. The Artist will be reimbursed for their time, materials, and any rentals or other valid direct costs. Invoices will be paid upon submission of documentation clearly stating hours of labour, costs of supplies and materials, costs of rentals, costs of equipment, and all other direct costs. All materials, equipment, and rental costs will be reimbursed at direct cost-plus 10%. No other markups or allowances shall be included before calculation of the 10% addition. Labour will be reimbursed at direct hourly rates agreed and negotiated between the Town and the Artist, and these rates shall be inclusive of all profit, overhead, and costs. Invoices will be reviewed by the Town and must be sufficiently detailed to our sole satisfaction.

Copyright of Works

All intermediate and final artistic and work products generated by the Artist will become property of the Town including copyright, intellectual property, trademarks, and industrial design. No royalties or other fees will be owed to the Artist after conclusion of the contract. The Town will acknowledge the artist in association with the work.

Submission Requirements

Briefly, respondents will be required to provide:

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- Artist Statement: A brief (two-page max) artist statement of your artistic background, inspirations, and approach to creating art.
- Portfolio: Showcase a maximum of five (5) past works that highlights your artistic style, versatility, and proficiency in creating visually engaging artwork. Include images or descriptions of previous relevant projects, if available.
- References: Include a maximum of three (3) references or testimonials from previous clients, teachers, or collaborators to provide evidence of your professionalism and quality of work. The Town may contact these references.
- Concept or Vision: Provide a description and coloured sketch of the proposed design of the art piece(s) including notes on theme, motif, colours, materials, and location(s). In addition to the description, provide the following information:
 - How the public art will provide attraction/interest for families with children visiting Triangle Park, and how safety for children exploring the art is addressed.
 - How the art connects or gives voice to Okotoks and our region, history, culture, heritage, and/or ecology.
 - How your design and material choice factors into quality, durability, maintenance, interest/attraction, public safety, and schedule.
 - How you arrived at your choice to produce one piece of art or multiple pieces in multiple locations.
 - If your art has any special characteristics that discourages vandalism.
 - Unique factors about your concept that the Town should consider.
 - Confirmation that all work by the Artist including but not limited to design, reviews and collaboration with the Town, fabrication, installation, occupational health and safety, warranty repairs, administration of the contract, progress meetings, invoicing, labour, materials, and rentals can be completed within the \$50,000 budget limit.
- Project Management: Project timelines, complexity (or simplicity) of fabrication and/or installation of the art and any anticipated risks that may cause delays to final turnover of the installed art, risk mitigation strategies, and budget compliance.
- Sustainability considerations, including materials sourcing, environmental impact, and end-of-life considerations
- Awarded party is required to present proof of \$2M insurance and Workers Compensation Board coverage.

Scored Criteria

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Submissions will be assessed against the following scoring criteria. Interested parties are encouraged to ensure that their submission is comprehensive and complete. Submissions should speak to all criteria listed in this table. Submissions lacking commentary or detail on any of these factors will be scored as per the Scoring Method matrix.

Scored Criteria	What it Evaluates	Weighting Factor
Artistic Concept & Creativity	Originality, imagination, artistic vision, overall visual and experiential impact, suitability as a permanent public installation	25%
Alignment with site, theme, and cultural context	Integration into Triangle Park layout, connection to Sheep River/ecology/community identity, respectful and meaningful incorporation of Indigenous perspectives, contribution to the park as a public space.	20%
Visitor Experience	Ability to engage in low-intensity, open-ended play, interactivity and discovery elements, inclusive and accessible across ages and abilities, ability to animate/activate the space without restricting use	15%
Technical Feasibility and Durability	Suitability of materials for climate, vandalism resistance, and year-round use, safety considerations, compliance with standards and regulations, constructability within the defined space(s)	10%
Project Delivery and Risk Management	Identification and mitigation of risks (schedule, budget, quality), ability to meet construction timelines, understanding of working with contractors and municipal processes	10%
Experience and Portfolio	Demonstrated experience with similar public art or installations, quality and relevance of past work, evidence working in public, collaborative environments	10%

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Sustainable Procurement	Consideration of environmentally responsible materials, fabrication methods, durability, and end-of-life impacts.	5%
Budget Compliance and Value	Clear feasibility within the \$50,000 budget, efficient use of materials and fabrication approach, value delivered relative to cost	5%
Total		100%

Scoring Method

Each criterion will be scored on a scale of 0–10. The score will be multiplied by the weighting factor to determine the weighted score. The sum of all weighted scores will equal a total score out of 100.

Score	Description
10	Exceeds expectations. Interested parties clearly understands requirements. Excellent probability of success.
8	Somewhat exceeds expectations. High probability of success.
6	Meets expectations. Interested parties has a good understanding of the requirements. Good probability of success.
4	Somewhat meets expectations. Minor weakness or deficiencies. Fair probability of success.
2	Does not meet expectations or demonstrate understanding of the requirements. Low probability of success.
0	Lack of response or significant misunderstanding of the requirements.

Ranking of Submissions

Following completion of the evaluation against the scored criteria, the weighted scores for each submission will be added together, and submissions will be ranked according to their total weighted scores. The highest-ranked submission will be invited to conclude a Contract with the Town. In the event of a tie, the submission with the higher score in Artistic Concept & Creativity will be ranked higher

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Deadline for Submission

The submission deadline is July 31, 2026, at 5:00 pm.

Right to Cancel

The Town reserves the right to accept or reject any or all submissions and may cancel or reissue this call at its sole discretion.

Questions

Submit all questions to culture@okotoks.ca and reference "Triangle Park" in your inquiry.

How to Apply

Interested parties are invited to submit their submission online using the Call to Artists form.

Optional Site Meeting

Interested parties are invited to join a representative from the Town at Triangle Park on Wednesday, July 8 at 3:30 pm for a walkthrough of the project. Please be advised this area is under construction. Interested parties are asked to meet at the historic clock in Olde Towne Plaza prior to 3:30 pm to dress appropriately (i.e. closed-toe footwear). High-visibility clothing will not be required. Attendance at this site meeting is not mandatory. Any questions raised by attendees at this site meeting will be captured and posted with answers to the Town's Public Art website: <https://www.okotoks.ca/your-community/culture-heritage/okotoks-public-art> within two (2) business days.