

JUDITH WRIGHT CENTRE OF CONTEMPORARY ARTS
artsQueensland



EXPRESSION OF INTEREST CREATIVE PRODUCER SERVICES

INDUSTRY BRIEFING

Monday 21 August, 2017



AGENDA

1. Introduction
2. JWCoCA vision & project overview
3. Mandatory scope requirements
4. Measures of success
5. Procurement & probity
6. Contracting
7. EOI submission & evaluation timeline
8. Questions & next steps

JWCoCA VISION

Arts Queensland will provide a place that:

- champions the development of Queensland artists
- celebrates and creates contemporary work and bold ideas
- connects artists with audiences, collaborators and partners
- explores and showcases our unique cultural identity
- creates a destination in the heart of Fortitude Valley.

PROJECT OVERVIEW

- Creative Producer services (from individuals or arts organisations) for the development and presentation of new performance work at Judith Wright Centre of Contemporary Arts (JWCoCA)
- Working closely with Arts Queensland in managing the use of JWCoCA space and equipment to support projects funded through the Queensland Arts Showcase Program's (QASP) Arts Ignite stream.

MANDATORY SCOPE REQUIREMENTS

The Creative Producer services must:

- deliver quality producer services to successful Arts Queensland funded applicants for the creative development and presentation of new performance work at JWCoCA; including their access to new markets, and national and international touring opportunities
- work closely with Arts Queensland in supporting the administration of funding and act as a key liaison between funded artists and the JWCoCA team
- ensure strong governance and compliance including a commitment to transparency, accountability and integrity and the Queensland Public Service Code of Conduct.

MEASURES OF SUCCESS

The successful provider will be measured by the:

- artistic and business development of artists developing and presenting new performance work at JWCoCA
- quality of works produced and the provision of new presentation and touring opportunities
- quality of services provided to artists.

PROCUREMENT

- Two-stage EOI process:
EOI process executed, followed by invitation for contract negotiations
- Clarification process:
All EOI related enquires will be responded to and published online for all applicants to access
- For any unsuccessful applications, a debrief will be offered.

PROBITY

Our probity objectives:

- accountability and transparency
- fairness and impartiality
- security and confidentiality
- identification and resolution of conflicts of interest

An external probity auditor has been appointed to support the EOI process.

CONTRACTING

Risk and issues management:

- maintain adequate records
- maintain insurances
- ensure compliance with confidentiality, privacy, conflict of interest
- *Right to Information Act 2009* applies so ensure all notes, comments etc. are objective and unbiased.

CONTRACTING cont.

Reporting and escalation protocols:

- Arts Queensland will schedule regular meetings with the successful service provider to monitor progress and challenges
- any issues or concerns regarding delivery of services should be first directed to the Contract Manager and escalated to the Director of Development
- any variation above 10% to quoted price requires prior approval.

EOI SUBMISSION & EVALUATION TIMELINE

STAGE 1

- Submission and release of clarification enquiries
 - First round enquiries accepted until: Monday 21 August, 2017
 - First round enquiries addressed and released: Wednesday 23 August, 2017
 - Final round enquiries accepted until: Monday 28 August, 2017
 - Final round enquiries addressed and released: **4pm, Monday 4 September, 2017**
- EOI closes: **4pm, Monday 18 September, 2017**

EOI SUBMISSION & EVALUATION TIMELINE cont.

STAGE 1 cont.

- Tender evaluation process commences: **Thursday 21 September, 2017**
- Shortlisted providers notified and enter **Stage 2** by invitation only: **October 2017**

STAGE 2

- Preferred candidates to enter contract negotiations, with a view to commence contract awarded: **November – December, 2017**

QUESTIONS & NEXT STEPS

- Any questions?
- Concluding comments
- Thank you for your interest.