

Sample Public Art Project Budget Worksheet

The following is intended as a guide to many of the items which must be included when developing a budget for a public art project for the City and County of Denver. The following list of items does not necessarily include all costs which must be covered by an artist to complete a project. A contingency to cover unexpected costs is highly encouraged.

Artist Design Fee (suggested 10%-15% of total project budget)

- Preliminary Design
- Design Development
- Shop Drawings and Contract Documents

Professional Consultation Fees

- Professional Engineer licensed in the State of Colorado
- Architect
- Conservator

Administrative Expenses

- Travel
- Studio expenses
- Correspondence and Communication

Materials and Supplies (itemize all anticipated aspects and components)

Fabrication (all portions of subcontracted work, all artist fabrication)

Photography and Documentation

- Copyright registration fee
- Photography of work in progress
- On-site documentation of completed work

Transportation Costs

- Materials and finished work to the site
- Storage, if necessary

Installation

- Labor, Equipment, Traffic barriers, City permits, etc.
- Base
- Mounting components
- Necessary equipment rental
- Landscaping, Removal, Electrical modifications, etc.

Insurance

- Artwork
- General Liability
- Colorado Worker's Compensation
- Automotive Liability
- Transportation Coverage

Contingency (suggested 10%-15% of total project budget)

TOTAL
