



**A** Arts  
Habitat  
Edmonton



# APPLICATION INFORMATION PACKAGE

For space in the Cycle Building (9131-118 Ave)



## A. INTRODUCTION

### THE CYCLE BUILDING ON ALBERTA AVE IS BEING REVITALIZED!

Alberta Avenue is a diverse neighbourhood poised at the forefront of arts & culture-led regeneration in our city and the former Alberta Cycle Building sits right in the middle of it. Arts Habitat Edmonton in partnership with Arts on the Ave is working to transform this vacant building into a vibrant centre where arts and community meet to create and breathe new life onto the street. The building is ideal for this project and community. The improvement of the building will be a cornerstone in the revitalization efforts already underway, and will provide much needed space for the arts in Edmonton.

### THE CITY OF EDMONTON PURCHASED THE CYCLE BUILDING FOR REPURPOSING AS A MULTIUSE ARTS FACILITY.

The City is also supervising basic upgrades in the building to meet health and safety standards. Renovations will be complete by the fall of 2012. Arts Habitat with Arts on the Ave will then sublease space to artists and compatible non-profit organizations. Future renovations, which will include bringing more light into the building, will occur around tenants.

### THE SPIRIT OF THE PROJECT

The spirit of the project responds to the needs of the arts community for affordable creative workspace as well as the community's need for the building to contribute to the revitalization of the neighbourhood. When it opens, the CYCLE BUILDING will be a vibrant and sustainable multi-use/multi tenant arts facility hosting an atmosphere that encourages creative exchange. The revitalized Cycle Building will be an incubator, workshop and showcase for creative talent where the activity in the building spills onto the street and visa versa, building a vibrant and holistic sense of community.

### THE POTENTIAL USERS OF THIS BUILDING

Individual artists of all disciplines, small non-profit organizations and the community at large, as audience and participant. Amongst other uses and activities, spaces may potentially include studio, performance, rehearsal, gallery, office, and meeting activities. Visitors will potentially enjoy classes, workshops, exhibitions and performances.

### SCHEDULE

Building Code upgrade construction is currently scheduled to be complete by September 2012. If all goes as planned, tenant upgrades and move-in can begin in October 2012. The building should be fully operable by January 2013.

## B. SPACE OPPORTUNITIES

All tenants in the building will have access to the open shared "Foyer" space, washrooms, a kitchenette, and utility room. There will be general building security in the form of security cameras, door security, and security window film.

### STUDIO SPACES

We have approximately 5500 SQ FT. of un-demised space available in the "Studio" area of the building. This can be demised into areas for specific tenants. Special upgrades will be the tenant responsibility. Ceilings are approximately 10FT. The north wall fronts 118<sup>th</sup> Ave with floor to ceiling glazing. This is the only natural light into the studio area. For this and other exiting reasons we would prefer to keep the central front area of this space as a shared studios with partition dividers that will allow some light to penetrate.

### ADMINISTRATION SPACES

There are two spaces available for short-term (as in 2-3 year) tenancy. Both front onto 118<sup>th</sup> Ave with floor to ceiling north facing glazing. Each space is enclosed with its own interior entrance. Both spaces could be redefined for studio or classroom use with a “*Change of Use Application*” to the City.

- Space 1 - 625 SQ.FT with a ceiling height of 10FT.
- Space 2 - 1650 SQ.FT with a ceiling height of about 15FT.

### COSTS

The lease rate will be below-market as the intention is to recover operating costs, not to incur a profit. Subject to change, the rate for studio and administration spaces is set at \$10 / ft<sup>2</sup> per annum.

Lease agreements will be renewable annually, or longer on a case-by-case basis.

All tenants will be responsible for their own space upgrades and renovations. Significant modifications to the building must be approved by Arts Habitat and the City, and may require building permits.

Contact Katherine at [cyclebuilding@artshab.com](mailto:cyclebuilding@artshab.com) for more information about these spaces.

### EVENT / PERFORMANCE SPACE RENTALS

We have a 3350 SQ FT “black-box” space available for short-term contracts. The space has approximately 15FT ceilings, and 2 loading doors off the lane. Within the space is a small storage, small washroom and a structural wall that divides the space into potential performance and back-of-house zones. Access is through the shared foyer space.

We also have approximately 700 SQ FT of open space within the Foyer that can be curtained off for small partial day events, workshops, rehearsals etc. Ceiling height is approximately 10FT.

### COSTS AND SCHEDULES

Contact Christy at [info@artsontheave.org](mailto:info@artsontheave.org) to schedule your event or performance and for all other information regarding these spaces.

## C. WHO CAN APPLY?

Individuals and non-profit organizations whose missions and mandates promote the arts and/or social enterprise in the Edmonton area and who will actively commit and contribute to the spirit of the project:

- ORGANIZATIONS will be not-for-profit organizations whose missions and mandates promote the arts and/or social enterprise in the Edmonton area.
- INDIVIDUALS will be professional artists and arts focused, cultural industry and designer/makers. A professional artist will be defined as “an emerging or established professional artist who resides in the City of Edmonton, has completed training, an apprenticeship or a recognized body of work in an arts discipline and meets the requirements of one or more of the following:
  - Is dedicated to the professional practice of the art, as evidenced by a significant investment of time and resource
  - Receives payment for artistic work (i.e. artist fees)

- Has received public exposure, through professional showings, screenings, publication, or performances where selection was carried out by an objective, arm's length body such as a jury or publisher
- Enjoys peer recognition through critical reviews, participation in community activities and membership in professional associations.

**NOTE:** Artists are not required to meet all the criteria in order to be considered professional; however, the Community Advisory Committee members will use the criteria as a guide to make the determination of eligibility.

#### CRITERIA FOR TENANT SELECTION

The Community Advisory Committee will curate applications for suitability. The following set of criteria will be used by the Committee to evaluate applications:

- Vision for the space
- Community contribution \*
- Leadership and financial capacity
- Fit with Professional Artist or non-profit requirements.

\*All tenants must commit to the spirit of the project including participation in AOTA's two signature festivals.

## D. APPLICATION PROCESS

### STEP 1 – READ THIS APPLICATION INFORMATION PACKAGE

For full details about space opportunities and application process.

### STEP 2 - PREPARE A TENANT PACKAGE

There are separate submission requirements for artists and non-profit organizations. Please prepare the appropriate materials outlined in *the Tenant Application Form*. All submission information will be kept confidential.

### STEP 3 - COMPLETE AND SUBMIT THE TENANT APPLICATION FORM WITH THE TENANT PACKAGE

Download the Cycle Building 'Tenant Application Form' as a separate document. All submission information is in the form. [www.artshab.com/pages/projects/ab\\_cycle.htm](http://www.artshab.com/pages/projects/ab_cycle.htm).

## E. ABOUT THE DEVELOPMENT PARTNERS

### ARTS HABITAT EDMONTON [www.artshab.com](http://www.artshab.com)

**Arts Habitat Edmonton** is a non-profit arts organization working with the power of the arts to catalyze neighbourhood and community development, and is an active partner in city revitalization projects. Arts Habitat's mandate is to find, develop and manage space for the arts. Building projects include *Artshab1*, an artist live/work studio in the heart of downtown, and *ArtsHab Alberta Ave*, a co-op artist residence located on 118<sup>th</sup> Ave atop the *Nina Haggerty Centre for the Arts*.

### ARTS ON THE AVE EDMONTON SOCIETY [www.artsontheave.org](http://www.artsontheave.org)

**Arts on the Ave** is a community based, grassroots initiative engaged in developing 118th Avenue as a community arts district. The coalition is comprised of over 200 multi-disciplinary artists and artisans. *Arts on the Ave* produces two annual festivals on the Avenue, and owns and operates the Carrot Community Arts Coffeehouse. The Carrot is a volunteer run multi-purpose facility that hosts an art gallery, art and workshop studio space, performance venue, espresso bar and café.

## E. LIMITATIONS

Any applicant making a submission for space in the Cycle Building does so fully accepting the following provisions: No representation or warranty express or implied, is made by Arts Habitat, Arts on the Ave or any of their agents, as to the accuracy or completeness of such information. Neither Arts Habitat, Arts on the Ave nor any of their agents will be responsible for, and hereby expressly disclaim, any and all liability for any errors, omissions or inaccuracies in connection therewith. In its application for space, the applicant must disclose any potential conflict of interest that might compromise this process. If such a conflict of interest does exist, Arts Habitat & Arts on the Ave may, at its discretion, refuse to consider the application in question.

The applicant must also disclose whether it is aware if any Arts Habitat or Arts on the Ave employee or member of the Boards of Directors has a financial interest in the applicant and the nature of that interest. If such an interest exists or arises at any point leading to the selection of the successful applicant, Arts Habitat & Arts on the Ave may, at its discretion, refuse to consider the application, or proceed with the applicant any further in this process unless and until the matter is resolved. All information provided by or obtained at any time from Arts Habitat, Arts on the Ave or any of their agents in any form in connection with this Application Package that is not publicly available (i) must be treated in a highly confidential manner; (ii) is not to be used for any other purpose other than responding to this Application Package; (iii) must not be disclosed to any other person without the prior written authorization of Arts Habitat & Arts on the Ave; and (iv) shall be returned to Arts Habitat & Arts on the Ave upon the request of the same.

Arts Habitat & Arts on the Ave reserves the right to amend the scope of this Application Package, and to carry out discussions with one or more prospective applicants at any time, or from time to time, for the purpose of attempting to finalize an acceptable agreement, at all times without recourse against Arts Habitat, Arts on the Ave or any of their agents, should no such agreement be concluded.

Arts Habitat & Arts on the Ave may proceed as it determines in its sole discretion, including to terminate, discontinue or invalidate this Application Package and including to re-issue or proceed with a further Application Package, and Arts Habitat & Arts on the Ave will not be responsible for any losses or costs incurred by any applicant as a result thereof. Arts Habitat & Arts on the Ave has the right not to respond to any report or request made by an applicant and not to distribute copies of any reports or requests received from an applicant and responses thereto, to the other applicants. Where Arts Habitat & Arts on the Ave, in its discretion, considers that such report or request necessitates a change to this Application Package, Arts Habitat & Arts on the Ave will prepare and issue an appropriate addendum.

Alberta Avenue  
(118 Ave)

