

Margo Sawyer / Sawyer Studio LLC
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January 2, 2024

***Margo Sawyer - Index for Contemplation 2002,
De-Installation by Sawyer Studio LLC***

To the Committee:

Margo Sawyer / Sawyer Studio LLC, (the Artist) has agreed to remove, *Index for Contemplation 2002*, (the artwork) the de-commissioned artwork from the Austin Convention Center.

At the time of removal, the artwork will no longer be, *Index for Contemplation 2002*.
At the time of removal, the artwork, *Index for Contemplation 2002*, becomes the property of the artist.

All paperwork officially conveying the artwork back to the artist, must be conveyed at or before the start time of the artwork removal.

The artist will communicate with AIPP staff and Convention Center staff on the timeline and needs to de-install Sawyer's artwork in a safe and well managed manor. This is a plan of how the artwork will be removed by the artist.

Record of *Index for Contemplation by Margo Sawyer*

I welcome the opportunity to have AIPP properly record and document my artwork. Happy to work with all.

Artist retains all copy right to the artwork. All use of the images of the artwork, must be approved by the artist.

TIMELINE

It is estimated that the time needed to remove the artwork will be 3-4 days, or less. The artist requests the first opportunity to de-install the artwork. So that the site is calm.

SITE

As the artwork spans nine bays of the northwest concourse of the Convention Center, the artist requests that every effort be made to secure that there is limited use of the doors going in and out of the exhibit halls at the time of de-installation. The artist will work with all concerned. Artist will provide all safety signs at the doors where equipment is being used, etc.

The area around the artwork will need to be clear, so that the work can be conducted safely and efficiently. As the artwork is made up of many elements, the full area of the concourse will need to be secured for the artist to set up workstations and packing stations, as well as space for the scissor lift.

STOREROOM

It would be helpful (as with the installation in 2002) to have a storeroom to place tools and small equipment and packing materials overnight. If not, available, we can store in the truck.

EQUIPMENT DELIVERY AND REMOVAL

As with the installation of the artwork in 2002, large equipment access to the convention center will be from the back loading zones, through the convention center halls and out to the concourse where the artwork is installed. The artist will work with the Convention Center team on all these details. And where the truck needs to be parked, during de-installation process.

The plan is, at the end of each day the artwork that has been removed, cleaned and boxed, will be trucked back to the artist studio. There is less risk of artwork being harmed or stolen from the site. Artist will work with AIPP etc.

CREW

Crew will be 5 – 6 people, in two teams, one group that will work with arial activity and the other all ground activity.

1.Crew for Scissor Lift: Training and Work.

Margo Sawyer: Artist (more as advisor)

Tim Schmidt

Gary Luedecke

Seth White

2. Ground Crew:

Cleaning, packing, labeling and placing into boxes

Margo Sawyer: Artist

Holly Johnson

Tina McKinney

Britt Mosley

PROCESS TO TAKE DOWN ARTWORK

Artwork removal will be from bottom to top.

Bracket removal will be done at this time.

Each artwork will be wiped down on site, removed from wall, wiped again and placed into a box with foam core spacers.

Box of artwork will be taken to the ground team, who will unpack for further cleaning of boxes, wrapping with cotton & tyvak covers, and placed into cardboard boxes with foam core spacers in between artwork.

The painted surfaces are very delicate so cleaning is imperative, otherwise damage to the artwork will happen.

Time permitting, some of the inset boxes will be removed. (At the end, only if there is time)

EQUIPMENT INTEND TO RENT OR USE:

One, 50 ft, Two Man Scissor Lift & Two sets of safety harness

One, 12 - 25 ft Penske Truck

Folding tables (4)

Folding chairs (4)

Four-wheel dolly's (4)

Two-wheel trolley (2)

12' Ladder (possible)

Jig saw (1)

Cordless hand drills (4)

Cordless hand drill chargers (4)

Screwdrivers

Hammers

Packing material

Boxes for hardware

Toolboxes

Cardboard boxes for artwork (30" x 20" x 20") 20 plus boxes

Foam core sheets-precut

INSURANCE

Sawyer Studio LLC has General Liability Insurance, Commercial Car Insurance etc. AIPP is listed on both these policies. If the need to add the Austin Convention Center or City of Austin, this can be accommodated.

CNA GENERAL LIABILITY INSURANCE

POLICY NUMBER: B 602558757

CNA WORKERS COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE

POLICY NUMBER: WC 713159314

PROGRASSIVE COMMERCIAL CAR INSURANCE

POLICY NUMBER: 956082316

SAFETY PLANS OR PROTOCOLS:

Area will be marked off with caution tape, and caution tape taped to carpet
Signs on doors where activity is happening at all doorways (outside/inside & Convention Center Hall doors, cones and caution tape.

Cones

Large Signs

Any additional needs from AIPP and the Convention Center will be accommodated.

Team Safety Plans

All Team will be trained on site safety activity when at the site.

All team will wear safety glasses, and gloves, and hearing protection, if needed.

Tool belts.

Team members, working the two-man scissor lift will always wear the recommended safety harness.

Four members of the team will do scissor lift training

Two crew members working the scissor lift will always wear the recommended harness.

Time on the scissor lift will be recommended by Sunbelt and Convention Center.

50 ft Scissor lift. (The artist, Tim Schmidt, Gary Luedecke and Seth White)

Good to have crew back up.

MATERIALS FOR STAGGING

Cones

Caution Tape

Signs

Folding Tables: Four
Folding Chairs: Four
Packing Blankets
Cleaning Materials: wipes, rubbing alcohol, windex, auto body cream,
Packing Materials: tyvac, cotton cloth packing, tape, foam core, cardboard boxes
Shipping labels

TIME LINE:

The soonest post the **FULL move out from SXSW 2025**, these are estimated dates

Sawyer De-installation March 27th – 30th 2025

March 27th

Equipment and Materials Delivery 8 -11 am

Depending on, I may have two scissor lifts to expedite the de-installation

Sunbelt 40 ft scissor lift

Materials and Equipment listed above

Set up

Start taking down the smaller walls with artwork and pack

Take packed artwork back to artist studio at the end of the day

Leave locked scissor lift, and a storeroom to store materials and equipment, or store in truck.

March 28th

Set up

Address the artwork de-installation for the large walls, less dense walls first

Take packed artwork back to artist studio at the end of the day

Leave locked scissor lift, and a storeroom to store materials and equipment, or store in truck.

March 29th

Set up

Address the artwork de-installation for the large walls

Take packed artwork back to artist studio at the end of the day

Leave Locked Scissor lift, and a storeroom to store materials and equipment

March 30th

If needed

COST:

All of this comes at a high personal financial cost. An estimated \$12,000-\$15,000 to remove my artwork from the Convention Center. It is important for the artist to retain this iconic and important artwork.

Due to the great financial burden this will cause, it would be the wish of the artist, if some of these costs might be augmented by either AIPP, Austin Convention Center or the City of Austin. Any help would be much appreciated.

Statement:

As one of the most important women minority sculptors working in Texas today it is a shock that AIPP, the Austin Convention Center and the City of Austin has De-commissioned one of my most important public artwork. As one of three important women sculptors honored by the State of Texas 3 D Artist of the Year 2015, a Guggenheim Fellow 2018, Fellow of the American Academy in Rome, Tiffany Foundation Fellow, Two Fulbright Fellowships to name a few.

Yours Faithfully.

Margo Sawyer FAAR' 87

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2015 Texas State Artist of the Year
2018 Guggenheim Fellow

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