

**PRE-FABRICATION  
REVIEW**

City of Cambridge - Public Art Collection  
Art Conservation

**Accession #:**

Pre-Fabrication Conservation Review Form with Maintenance Plan

<b>Conservator:</b>	<b>Date:</b>
<b>Prepared For:</b>	
<b>Documentation/Information Provided By:</b>	
<b>Artist First Name:</b>	<b>Artist Last Name:</b>
<b>Artist Address:</b>	
<b>Artist Phone Number:</b>	<b>Artist Email:</b>
<b>Co-Designers (if any):</b>	
<b>Landscape Architect:</b>	
<b>Engineer:</b>	
<b>Project Name:</b>	
<b>Project Location:</b>	
<b>Environment:</b> (describe location, orientation, site analysis, and available water/electricity)	
<b>Access:</b> (require ladder or lift? are there steps, fences, gates, etc?)	
<b>Size:</b>	
<b>General Materials:</b>	
<b>Specific Materials:</b> (in list form, include alloys, exact type of alloys, paints, etc.)	
<b>Required Materials Testing:</b> (including graffiti tests)	
<b>Fabricators:</b> (list with contact info)	
<b>Transportation:</b> (who is responsible for getting the artwork to the site?)	
<b>Base/Method of Installation:</b> (description, size, sketch, engineer's diagram, person/firm responsible for installation, need for street closure?)	
<b>Lighting:</b>	
<b>Timeline/Proposed Date of Installation:</b>	

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**Artist Statement:** (proposal and description)

**Physical Description:** (provided by artist)

**Discussion and Recommendations:**

**Conclusion:** (maintenance plan and expected costs)