



Request for Proposals
Public Arts Commission
City of Elmhurst

Issue date: January 24, 2025

Proposals due: April 1, 2025

The City of Elmhurst (City) aims to build on its cultural assets with a new public artwork for the site described below. The Public Arts Commission, on behalf of the City, seeks proposals from emerging and established Chicago area artists for this artwork. Art is a driver of economic opportunity for our local businesses and, in partnership with Explore Elmhurst, we are seeking this piece to be an attraction that promotes our community and our businesses.

With this RFP, we are seeking to answer the question, “What can you do for \$20,000?” Artists are encouraged to creatively address this RFP with their ideas for public art located on the pillars of the **Adelaide Parking Garage (120 W. Adelaide Street)**. See attached information for [mural guidelines](#).

Any reasonable medium will be considered. Mural, mosaic, sculptural proposals are welcome for review. Project to be completed summer/fall 2025.

The City of Elmhurst’s Public Arts Commission seeks to improve the business environment and overall aesthetic appeal of our community through the thoughtful promotion, procurement, and placement of public art.

With vibrant, tree-lined streets and a convenient central location in the Chicagoland area, Elmhurst is a visual arts destination in the western suburbs. It is home to Elmhurst University’s internationally celebrated Chicago Imagist art collection, and the arts complex of the Elmhurst Art Museum, which hosts rotating contemporary exhibitions and a single-family home designed by Mies van der Rohe. The juried arts festival Art in Wilder Park welcomes thousands each year. These cultural organizations are among many resources that enrich the friendly family-driven community.

Elmhurst is a western suburb of Chicago located in DuPage County. As of the U.S. Census’ 2018-2022 American Community Survey, the City has a population of 45,648.

Call for artwork: Artists from Illinois and neighboring midwest states are encouraged to submit proposals for permanent artwork that would visually enhance the public spaces of Elmhurst and expand its cultural offerings.

Timeline: The anticipated schedule represents the Elmhurst Public Arts Commission's best estimate of the schedule that will be followed in selecting artwork.

- **Deadline for Receipt of Requests for Proposals: April 1, 2025 at 5:00 p.m. CST**
- **Commission and City review: April/May 2025**
- **Commission Selection Completed and Finalist Notified: May 2025**
- **Installation Period: Summer 2025, taking into account ambition of selected work, and flexibility. Completion by summer/fall of 2025.**

Eligibility:

Artists who are eligible to apply for this project must reside in the Chicago region. Eligible artists must be at least 18 years of age and may not be enrolled in a degree seeking educational program.

1. How to Apply:

Please email the following required items in one .pdf file to: publicart@elmhurst.org
The email subject field shall be: *"Adelaide Art Elmhurst - Last Name or Group Name."*

All responses must be submitted electronically.

- a) A narrative explanation of the proposed artwork with no more than 500 words that includes:
 - A statement of interest in this project,
 - Demonstrated experience to create artwork for a public outdoor setting, including a statement of the durability of the artwork's materials.
 - A statement regarding the availability of work or the ability to produce an appropriate site-specific piece.
 - Artist's connection to Elmhurst (if any)
- b) The name, address, email address, phone number, and website of the artist.
- c) **One** or more image(s), rendering(s), or other representation(s) of proposed work;
- d) Budget for proposed project.
- e) Five images of previous artwork.
- f) Image info list for previous artwork including location, dimensions, medium/material, date, budget, commissioning agency for each piece.
- g) A resume or CV.
- h) Two professional references with knowledge of the artist's work.

2. Selection:

Each proposal will be evaluated by the Elmhurst Public Arts Commission and will be reviewed for:

- a) Quality of work presented in the images, with an indication of the ability to install high caliber artwork.
- b) Responsiveness to the statement of interest.
- c) Previous experience with the installation of artwork in the public realm.
- d) Project budget and value.

The selected Artist must be willing to work with the City of Elmhurst and Public Arts Commission to modify and/or develop the design or materials based on design input, site attributes, City or community feedback.

Incomplete applications will not be reviewed. The City of Elmhurst has the right to reject any and all proposals for any reason (see 7.B below).

3. Budget and Contract:

The **total** budget for this project is \$20,000. The Elmhurst Public Arts Commission will select an artist and proposal from all qualifications received. The Commission will then work with the selected artist on any needed development of the proposal. Upon approval of the proposal, the selected artist will receive a contract with the City of Elmhurst for a maximum of \$20,000, inclusive of all artist fees, associated expenses for design, fabrication, structural engineering, insurance, installation, travel, transportation, and consultation.

- The payment will be paid out as follows: $\frac{1}{3}$ of the total honorarium/fee within 30 days after selection, $\frac{1}{3}$ of the honorarium/fee to be paid halfway through the project and the remaining $\frac{1}{3}$ to be paid within 30 days after successful installation. The artwork will be owned by the City of Elmhurst.

4. Location and Restrictions:

The address for the City's Adelaide Parking Garage and associated columns is **120 W. Adelaide, Elmhurst, IL, 60126.**

We are seeking art for the **columns** of the parking garage. **Art proposals can encompass all or some of the pillars of the garage.** We encourage a site visit to embrace the full scope.

There are 22 pillars. Proposals can incorporate some or all of the pillars.

The surface material of the columns is concrete.

See related images at end of document.

The artwork must be an original work of art that:

- withstands the outdoor elements.
- fits well within the proposed location.
- contributes to the livability of the City of Elmhurst
- crafted at a very high level
- does not require water or electricity

The artist grants the City the non-exclusive right to record, reproduce, adapt the work in any form for promotional, archival, educational, or other purposes.

5. Maintenance:

The artwork must be maintenance-free and be able to withstand the elements in the climate of the Chicago area.

The selected Artist agrees to provide, coordinate, or supervise any maintenance work for a period of one year after installation.

6. Insurance for artwork and installation process:

Cost of installation, including labor and all materials, shall be included by the artist as part of the proposal. The selected artist shall be adequately insured and provide a certificate of insurance naming the City of Elmhurst as additional insured.

7. General Terms and Conditions

A. Indemnification:

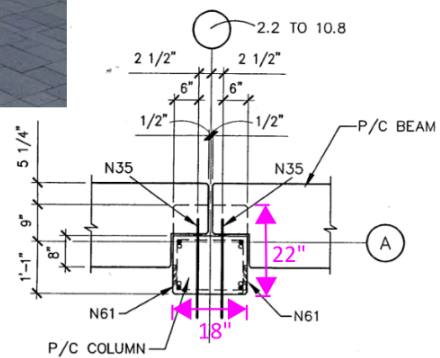
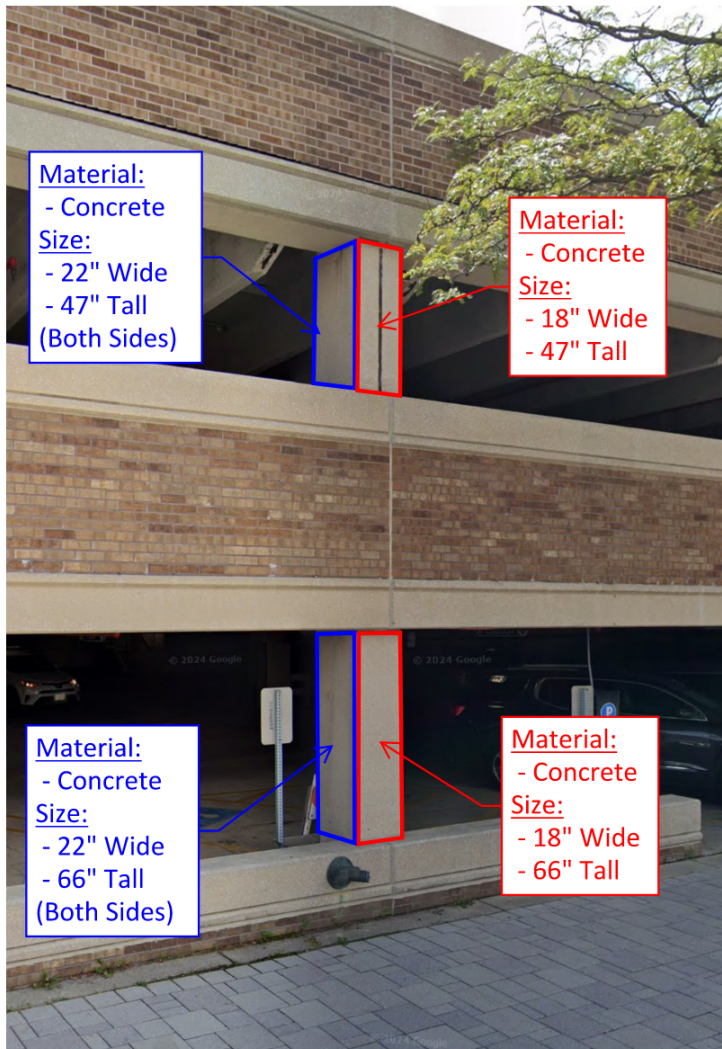
The contractor shall be required to indemnify, defend and save harmless the City of Elmhurst, its officers, agents, employees, representatives and assigns, from lawsuits, actions, costs (including attorneys' fees), claims or liabilities of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of any act or omission, neglect or misconduct of said contractor, its officers, agents and/or employees arising out of, or in performance of any of the provisions of the contract, including any claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the City of Elmhurst, its officers, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The contractor shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

B. The City reserves the right to accept or reject any and all proposals and to waive technicalities in order to select the proposal deemed to be the most advantageous to the City. Rational for rejection need not be given to the proposing firm.

- C. The City reserves the right to request clarification of information contained in proposals and to request additional information. This information should be delivered to the City in a timely fashion. Upon receipt of this information, the City may request an interview and/or presentation.
- D. An agreement or contract resulting from the acceptance of a proposal shall be on terms approved by the City Attorney and shall contain, as a minimum, the applicable provisions of the request for proposal and the proposal itself. The City reserves the right to reject any agreement or contract which does not conform to the request for proposal, the proposal of the firm concerned or the City's requirements for agreements and contracts.
- E. If through any cause the proposer fails to fulfill the obligations agreed to in a timely and proper manner, the City shall have the right to terminate the contract by providing notification to the firm. This notification shall specify a termination date not less than thirty (30) calendar days in advance. In such an event, the contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed. Compensation given to the firm shall be based on the City's evaluation of what constitutes "satisfactory work completed." This evaluation will be based upon accepted industry standards of satisfactory work as determined by the City.
- F. Reasons for rejection will be consistent with federal statutes governing equal opportunity and shall not be made on the basis of race, color, religion, sex (including pregnancy), national origin, age, disability status, or genetic information.
- G. The City of Elmhurst shall own and retain all rights to the completed work and all other components of the submission.
- H. All components of this project consisting of materials, workmanship, and necessary labor, either mentioned or inferred, shall be furnished by the contracted party. The agreed upon permanent and fixed fee shall encompass the costs of all such components which shall be provided at no additional expense to the City of Elmhurst.
- I. The work product created or developed by the contractor shall be the exclusive property of the City. In the event that the City provides the contractor with materials, equipment or property of any kind, all such materials, equipment and property shall remain the property of the City, and the contractor shall immediately deliver all such materials, equipment and property to the City at the conclusion of the performance of the services, or at any earlier time upon demand by the City.

**Questions regarding this RFP may be sent to
publicart@elmhurst.org by **March 24th, 2025 at 5:00 p.m. CST.****

Adelaide Parking Deck - Concrete Column Information



PLAN DETAIL

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S3.1



