

**ARTIST OPPORTUNITY FOR
INDOOR ART
Terre Haute, Indiana**

**REQUEST FOR QUALIFICATIONS (RFQ)
DEADLINE FOR RECEIPT OF MATERIALS:**

INDIANA STATE UNIVERSITY FOUNDATION (ISU) is issuing a **REQUEST FOR QUALIFICATIONS** for a site-specific project to be located in the city of **Terre Haute, INDIANA**, in Federal Hall on the ISU campus. This opportunity is open to practicing professional artists over 18 years of age.

SEND TO:

Indiana State University
Attn: Jason Krueger
Permanent Art Collection
Cunningham Memorial Library
510 N. 6 ½ Street
Terre Haute, IN 47809

1. LOCATION

A work of art will be located on the ISU campus in Federal Hall, Terre Haute, Indiana, in the downtown district. Federal Hall serves as the home for the Scott College of Business offices and classrooms.

Federal Hall was formerly known as the Federal Building in Terre Haute, originally constructed in 1935. In addition to serving previously as the home of the federal court, the building was also the location of the downtown U.S. Post Office; the local branches of the Social Security Administration, the Wage and Hours Division of the U.S. Department of Labor, Federal Bureau of Investigation, and the Internal Revenue Service; and the Vigo County agricultural agent.

You may view images of the location as well as written details about the sculpture location and submission details on the website www.indstate.edu/business/artworks. Please note that existing works of art will also be considered.

DEADLINE FOR RECEIPT OF MATERIALS: September 23, 2016. Send to: Indiana State University, Attn: Jason Krueger, Permanent Art Collection, Cunningham Memorial Library, 510 N. 6 ½ Street, Terre Haute, IN 47809. To directly request more information you may email Jason.Krueger@indstate.edu or call 812-237-7815.

2. THE GOAL FOR THIS PROJECT

The goal of this project is to provide a new work of art that is permanent in nature and that has a relationship with the world of business.

Terre Haute is a lively Midwestern city on the banks of the Wabash River with a current population of approximately 60,000, and serves as a cultural, health, education and shopping hub for a regional largely rural population of 500,000.

A donation by Sherrill Mills Hockemeyer to the Indiana State University Foundation has helped establish the Business Permanent Art Collection fund. The resources committed to the fund from Sherrill Mills Hockemeyer and future donors will be used to purchase artworks to be placed in and around Federal Hall, the former downtown Terre

Haute Federal Building that underwent a more than \$20 million renovation to house the ISU Scott College of Business.

This new work of art will be placed in a 3-story atrium addition to Federal Hall. Please visit www.indstate.edu/business/artworks for detailed specifications. Indiana State faculty, staff, students and the general public will be engaged by this work of art on a regular and on-going basis.

The sculpture will be owned by and promoted as part of the Indiana State University Permanent Art Collection.

3. REQUIREMENTS FOR THE SCULPTURE

The work of art must be made of durable materials that will not present a constant maintenance challenge. It should be appropriate for viewing by people of all ages. Please note that existing works of art will also be considered. Please visit www.indstate.edu/business/artworks for detailed specifications.

BUDGET

The artist's total budget for this project shall not exceed \$40,000 and is all inclusive. The artist's budget will include research, design, materials, fabrication, transportation, shipping, installation, engineering (if necessary), insurance, taxes and any other expenses related to the project not listed as the responsibility of Indiana State University Foundation. Assistance with installation may be provided by Indiana State University.

5. ELIGIBILITY

This opportunity is open to practicing professional artists over 18 years of age.

6. SELECTION PROCESS AND CRITERIA

Artists will be selected based on artistic merit, quality of materials, appropriateness for the site, feasibility to meet the goals of the project within existing budget constraints, demonstrated experience, and ability to meet the scheduled timeline.

Indiana State University requests that qualified artists submit images of previous projects demonstrating their ability to create meaningful, unique and exciting works of art that enliven public spaces.

Members of the selection committee will view most favorably those submissions which indicate that the artist has carefully reviewed the goals of this project. Please take into consideration that the work should hold appeal for all ages.

Existing works of art will also be considered for this location.

Following the initial screening of applicants' images, three artists will be selected to fully develop a concept (unless the work is an already completed work). A stipend of \$250 will be offered for the completed concept. The Selection Committee includes ISU's Community School of the Arts' Director, Permanent Art Collection Curator, Dean of Scott College of Business, Associate Dean of Scott College of Business, and emeriti Professor of Management Information Systems, Sr. Development Officer of ISU Foundation and Scott College of Business Marketing Student.

7. PROJECT TIMELINE

The RFQ deadline for receipt of materials is **September 23, 2016 at 5:00 pm, EST**. The selection of the 3 finalists will take place by the 15th of October, 2016. The work of art must be completed and installed by September 2, 2017.

8. OTHER PROJECT INFORMATION

On the Web site www.indstate.edu/business/artworks you will find

- Images of the site
- Dimensions of the site
- Additional information about Indiana State University and the Scott College of Business

You may also email Jason.Krueger@indstate.edu or call 812-237-7815 with questions or to receive a hard copy of any of the above.

9. SUBMISSION GUIDELINES AND DEADLINE

For consideration, please send the following with your name clearly on each item. Make sure to include all of your current contact information in your letter and bio sheet (if you are submitting as a team you will need to submit the resume/bio for each member of the team).

- Letter of interest (not to exceed one page). Please state your reasons for being interested in this project, why you believe your work would be appropriate for this site and whether you could meet the goals of the project within the proposed budget.
- 10 clearly titled and numbered digital (jpg only) images (2 detail shots ok to include in the 10). The images should be titled as follows: Last Name_Image Number_Artwork Title.
- The images may be submitted on one CD clearly labeled with your name, or emailed directly to Jason.Krueger@indstate.edu or sent via We Transfer or another program that does not require Indiana State University to incur additional costs in receiving them.
- List of images submitted including Image Number, Title, Dimensions, Materials, Year, and Cost. They must be numbered on the list in the same order as the jpgs.
- Resume
- List of 3 references with their current contact information (include phone and e-mails if possible).
- Mention of how you heard about this RFQ.

Optional

- SASE for return of any materials you would like back

Note: We will notify you by email when we have received your materials and found everything in order. If you do not receive notice within 2 weeks of submitting, please email Jason.Krueger@indstate.edu.

Note: Please do not submit if you are not able to provide something appropriate for the budget of \$40,000.

RECEIPT DEADLINE FOR ALL MATERIALS:

September 23, 2016, 5:00 pm EST

Send to: Indiana State University, Attn: Jason Krueger, Permanent Art Collection,
Cunningham Memorial Library, 510 N. 6 ½ Street, Terre Haute, IN 47809.

10. COPYRIGHT RELEASE

Artists retain rights of all copyrighted materials submitted, except as limited by this section. By submitting to this RFQ, those artist(s) responding agree to a copyright release for controlled usage of the submitted materials for committee distribution, education, publicity purposes, as well as fundraising for this particular project. Indiana State University Foundation nor Indiana State University shall not be responsible for any third party infringement of artists' copyrights.

11. INSURANCE REQUIREMENTS

- For the selected artist(s), Indiana State University requires that the final approved contract for professional services specify that the selected artist(s) shall maintain at all times during the term of the contract, at its sole expense:
- Statutory workers' compensation in accordance with the laws of the state where such compensation would be payable. Employers' liability (Coverage B) with limits of not less than \$500,000 per accident.
- Automobile liability insurance on any owned, non-owned or rented vehicle with limits of at least \$2,000,000 per occurrence combined single limit bodily injury and property damage.
- Comprehensive general liability, including products liability, completed operations liability, blanket contractual liability, broad form property damage and personal injury liability insurance with limits of at least \$2,000,000 per occurrence combined single limit.
- Professional services liability for a limit of not less than \$1,000,000 per occurrence.

Indiana State University and the Indiana State University Foundation shall be named as additional insured and be provided with a certificate of insurance prior to the effective date of the contract or any renewal contract. Indiana State University Foundation shall be provided with all renewal certificates within 30 days of the expiration date of any and all policies listed on the certificate of insurance.

12. INDEMNIFICATION

For the selected artist, Indiana State University Foundation requires that the final approved contract for professional services specify that the artist(s) agrees to indemnify and hold Indiana State University Foundation harmless from and against any and all claims, losses, liabilities, costs, expenses, charges and damages arising from, or relating to, the contractual agreement, including but not limited to attorney's fees, with respect to any cause arising out of, resulting from, or in connection with (a) any breach by the artist(s) of any clause, condition or provision of the contract; b) any breach or violation by the artist of any applicable criminal or civil law; or (c) any other cause resulting from any act or failure to act by the artist(s) in accordance with the contract. The artist(s) shall promptly assume the defense of any claim, suit or action within the scope of this indemnification at its expense upon being notified thereof.

13. DISCLAIMER

Indiana State University and the Indiana State University Foundation reserve the right to contract one or more artists, or to refuse a contract with any artist.

14. INFORMATION ABOUT INDIANA STATE UNIVERSITY and CONTACT INFORMATION

Artists are encouraged to visit the website www.indstate.edu/business/artworks. To directly request more information you may email Jason.Krueger@indstate.edu or call 812-237-7815.