

# REQUEST FOR PROPOSALS (RFP)

## North Terminal Garden Artwork

Indianapolis International Airport  
Indianapolis, Indiana

**Deadline: September 24, 2023**

**Apply here: <http://indyarts.grantplatform.com>**

---

### Summary of Opportunity

---

The Indianapolis Airport Authority (IAA) invites artists to provide proposals to temporarily install a work of art outdoors at the Indianapolis International Airport. This opportunity is for **one** pre-existing, free-standing work of art to remain on display in the North Terminal Garden for two (2) years. To be considered, the artwork must fit within the established engineering guidelines for the selected site, be durable, be impervious to weather (unless natural weathering is essential to the concept of the artwork), be low-maintenance and be suitable in form, material and content for a mixed-ages audience that will include young children.

### Calendar

---

- **Wednesday, July 26, 2023:** Announcement of opportunity
- **Wednesday, August 23, 2023:** Artist application workshop, 6:30-8:00 p.m.
  - This is a VIRTUAL workshop held via Zoom
  - A recording of the workshop will be made available after the event
  - [Register here](#)
- **Sunday, September 24, 2023, 11:59 p.m.:** Deadline for receipt of proposals. ***The application form will automatically close on this date and time***
- **October, 2023:** Adjudication of proposals by the curatorial team.
- **By October 23, 2023:** Notification of intent to borrow artwork.
- **November - December, 2023:** Contract negotiation, lease payment, and installation planning
- **January, 2024:** Installation of artwork at Indianapolis International Airport.
- **December, 2025:** Estimated date for removal of artwork from site.

This is the best estimate of the project calendar at this time. Further schedule refinements may occur as the project progresses.

## **Compensation**

---

IAA will pay the artist of the selected artwork a fee of \$5,000 for the two-year loan period; in addition, the IAA will reimburse the artist for up to \$5,000 in direct expenses related to transportation, installation and deinstallation of the work. **No compensation will be provided to construct, refurbish or reconstruct the artwork to ready it for installation.** IAA, in its discretion, will provide appropriate equipment and personnel to the artist, such as is in the IAA's possession and/or control, in order to decrease the artist's cost of installation.

## **Scope of Artist Services**

---

The artist selected to lend artwork under this RFP shall be compensated for services leading to a finished installation of a **previously completed or currently in-process artwork**. **This is not a commissioning opportunity.**

The artwork placed as a result of this RFP will be considered temporary and is anticipated to remain in its site for a period of two (2) years. During this period, the artwork is subject to removal, return to the artist or re-siting, at the discretion of the IAA. After the established loan and temporary exhibition period, the artwork will revert to the custody of the artist. The artist, at all times, will retain all copyrights to the artwork, but will be required to license some of those rights to the IAA during the loan period.

The artist will also agree to give the IAA the right of first refusal to purchase the artwork at a pre-established price, which will be negotiated between the artist and the IAA as part of the loan agreement. The IAA must exercise its right before the end of the two-year loan period. Loan fees paid to the artist will apply towards the purchase of the artwork by the IAA.

Loans may be renewed for one additional two-year period (or portion thereof) upon mutual agreement of the IAA and the artist, with additional compensation to the artist.

## **Promotion and Sale of Exhibited Work**

---

The IAA will be responsible for promoting the installed artwork at its discretion, which may include releasing information and images to the press, creating on-site signage, creating a rack card or other printed promotional piece, and/or publicizing the artwork and its artist via the IAA website and social media. The artist may choose to provide additional promotion through his/her own channels.

The installed work may be available for sale at the artist's option. The IAA will accept inquiries and provide pricing information on request of interested parties, and will facilitate connecting the potential purchaser to the artist. The IAA will not take a percentage on any sales made. If the installed artwork is sold while on display at IAA, the Artist agrees the exhibited artwork cannot be removed until the established loan period has expired.

## **Artist Eligibility**

---

Artists responding to this RFP must be at least 18 years of age and reside in the states of Indiana, Illinois, Michigan, Kentucky, Ohio, Wisconsin, or Missouri. Although the IAA will provide limited local liability coverage for the installed artwork, artists must have, or be willing to obtain, at least \$2M of general liability and damage insurance covering the artwork during transportation, installation and deinstallation and shall provide IAA with a certificate of insurance prior to delivering the artwork.

The IAA values diversity and encourages artists of varying backgrounds and experiences to submit proposals.

## **Artwork Criteria**

---

### **Site**

The artwork will be placed on a designated concrete pad (provided by the IAA) in the Indianapolis International Airport's North Garden. The site is accessible on foot through the lower level of the terminal building. The site is visible to vehicles and pedestrians along the lower roadway and to pedestrians along the upper roadway immediately adjacent to the terminal, and to visitors inside the terminal from the north end of the Baggage Claim hall on the Arrivals (first/ground) level and from the north end of the Ticket Hall on the Departures (third) level. There is electrical service available through the concrete pad. External lighting is provided at the site.

### **Medium**

Artworks may incorporate any art medium as long as it is sufficiently sturdy to last two full years of outdoor exhibition in typical seasonal conditions, is low-maintenance, and is safe for the public.

### **Dimensions**

Please see the enclosed drawings and photographs of the available site. The size limitations, dictated by the nature of the site, are as follows:

- *Base dimension:* The artwork's base must fit within the designated 60" square area. The artist will be responsible for providing, if necessary, an appropriate base plate to attach to the concrete site with pre-drilled holes aligning with the established attachment points.
- *Height:* The artwork must be 20'-0" tall or less, with the largest projected area 160 s.f. or less. ("projected area" is a contiguous shadow that can be projected onto a vertical plane)
- *Weight:* The artwork must weigh a total of 50,000 lbs. or less, with a center of gravity 10'-0" or less above the base.

### **Theme and Content**

The theme and content are at the discretion of the artist. The artist may choose to incorporate a narrative theme of local interest or may elect to present a proposal consistent with his/her past thematic interests, aesthetics and style, provided it is appropriate to the site. Approaches taken may range widely as well: thought-provoking, informative, surprising or humorous artworks are just a few of the possibilities.

### **Subject Matter Restrictions**

Artwork placed in airports must take into consideration the sensitivities of the majority of the traveling public and common fears about air travel. In addition, the nude human figure or sexually

**Questions?** Contact Julia Moore, Director of Public Art at the Arts Council of Indianapolis, at (317) 624-2556 or by email, [jmoore@indyarts.org](mailto:jmoore@indyarts.org)

suggestive imagery will never be displayed at Indianapolis International Airport. Also unacceptable are images, or the suggestion of images, depicting terrorism, blood or gore, aviation accidents, or any other images or statements that could be interpreted as a negative reflection on the perceived safety of air travel. Electioneering, partisan or other overtly political statements are not appropriate, nor are commercial messages or images that could be perceived by the public as a commercial message or endorsement of a business or commercial product. Images or statements that may be interpreted by the public as promoting a specific, identifiable religion or spiritual tradition are not appropriate unless it is in the context of documenting historic or contemporary landmark structures or individuals, or referencing well-known works of art of a religious nature. Finally, statements or images that, in the opinion of the IAA, may offend potential viewers if placed in a public setting, such as an airport, are not appropriate.

## **Design Notes**

- a) Artwork is subject to climbing, handling, smelling or tasting by members of the public if it is within their reach. It is the artist's responsibility to ensure the safety of the artwork and the public by using durable, non-toxic materials and by conforming to regulations (including, but not limited to, EPA and ADA laws) regarding projecting elements.
- b) The design of the artwork should discourage climbing.
- c) The lower 24" of ground-adjacent artworks is subject to bumping by strollers, wheeled suitcases, baggage carts and maintenance equipment—the design of the artwork must take this possibility into consideration.
- d) Although it is roofed, this artwork site is open to the elements. Unless natural weathering is an integral conceptual element, the artwork must be able to withstand normal weather patterns for two calendar years without visible signs of deterioration.
- e) Proposed artworks must be low-maintenance; ongoing maintenance tasks should be minimal and able to be accomplished by the regular airport maintenance team.
- f) 120v power is available.
- g) Adjustable exterior spotlighting for the artwork is provided. Details of the spotlighting will be provided to the artist of the selected artwork.

## **Selection Process**

A professional panel composed of both IAA representatives and experts knowledgeable about public art will review all submitted proposals and will recommend one project to the IAA's Board of Directors for siting. The IAA, in its sole judgment and discretion, reserves the right to reject all submissions and to make a direct selection of an artwork, or to entirely withdraw the opportunity, with no advance notice.

## **Selection Criteria**

Proposals submitted under this RFP will be evaluated on the following criteria, listed in order of priority:

*Artistic Merit:* the aesthetics, concept, content, craftsmanship and approach of the artwork and the desirability of the artwork for the context of Indianapolis International Airport, the City of Indianapolis and the State of Indiana.

*Feasibility:* the technical feasibility of placing the artwork within the site and context of the North Garden, and the likelihood of the successful completion of the project within the indicated time and cost parameters.

**Questions?** Contact Julia Moore, Director of Public Art at the Arts Council of Indianapolis, at (317) 624-2556 or by email, [jmoore@indyarts.org](mailto:jmoore@indyarts.org)

*Process:* the likelihood of a smooth and pleasant collaboration among the artist, the project manager, IAA administration and the public.

## Application Requirements

---

Applications may be made online using [this form](#).

You will be able to begin your application on any device, and you can save it to return and complete it later (even on a different device). You will also be able to make edits to a submitted application up until the deadline.

There is a maximum of 10 MB per upload. You may also designate links to web pages, videos, or online images instead of uploading images, and/or provide a page of live links as an uploaded item.

Required application information consists of:

- A. Information about the artist:
  - **Artist's name, address, and preferred contact information.**
  - **Artist's website URL and social media information**, if applicable.
  - **Current artist's resume or narrative biography.** Information may be typed or pasted into the text box on the application form, or may be attached as a file upload (file types accepted: .doc, .docx, or .pdf). If applying as a team, each team member should submit a current resume or biography combined into a single document. Please limit each resume or biography to the equivalent of two typed pages.
  - **Demographic information.** This is collected in order to ensure that our programs are equitable and inclusive. Applicants may choose to reply "Prefer not to answer" to any question.
- B. Information about the proposed artwork(s):
  - **Narrative description of the proposed artwork(s), up to three artworks per artist.** This should include, for each proposed artwork, the title of the artwork, dimensions of the artwork, a description of the theme, issue, content or concept; a discussion of the imagery, style and relationship of the work to the site; a discussion of the materials, finishes, size, techniques, electrical requirements if applicable; and a discussion of the anticipated method(s) of installation. Information may be typed into the form, or typed in a document and uploaded.
  - **Visual documentation of the proposed artwork(s), up to three images per artwork.** Please provide full-color digital images of the completed work(s), with up to two views and a minimum of one detail is required for each submitted artwork. If a proposed work is not yet completed, please provide digital images of the unfinished sculpture, a hand-drawn sketch or a full-color hand drawing, and/or a digital rendering or CAD rendering of the artwork to scale as it would be viewed *in situ* by the public, with relevant location landmarks indicated. Submit sufficient views or details of the artwork as are necessary to convey an accurate impression of the proposed finished product. **Please do not submit more than 9 images total.** Images may be uploaded separately for a total of 9 uploads, or may be assembled into a PDF document (either 3 uploaded documents / 1 document per artwork showing its 3 images, or 1 document showing all 9 images) and uploaded together.

C. A **general budget (including ONLY anticipated transportation and installation expenses)**, typed or pasted into the text box on the form or uploaded as a single .xls, .xlsx .doc, .docx or .pdf file, not to exceed the stated compensation of \$5,000. (remember, if selected you will receive an *additional* \$5,000 to cover a loan fee and other expenses necessary to prepare the artwork for display)

D. A general discussion of the **maintenance needs** of the artwork. Information may be typed or pasted into the text box on the form.

E. **An acknowledgment statement** indicating the artist's understanding that s/he is solely responsible for insuring the artwork for liability and damage during fabrication (if applicable), transportation, installation and deinstallation and for maintaining appropriate liability insurance during the loan period. The statement can be digitally signed on the application form. Instructions for providing a formal Certificate of Insurance will be conveyed to the successful applicant.

IAA is not responsible for reimbursing applicants for any costs or expenses associated with proposing for this opportunity.

The above items must be submitted online no later than **11:59 p.m. on Sunday, September 24, 2023.**

## **Notices and Disclaimers**

---

Neither the IAA nor the Arts Council of Indianapolis, nor any person or entity, creates any obligation, expressed or implied, by issuance of this announcement or by receipt and consideration of any responses/proposals. The IAA reserves the right to reject any finalist, artist or display author, or to terminate the selection process, at any time for any reason without prior notice. In the unlikely case of insufficient qualified applications received, the IAA reserves the right, in its sole judgment or discretion, to change the open call process to a limited selection or direct selection process. Submission of materials to this process constitutes agreement to all applicable policies, procedures, rules and guidelines of the IAA. All decisions made by IAA during the selection process are final, with disputes subject to review by the IAA's Board of Directors.

By submitting this proposal, I/we agree to adhere to all the policies, procedures, rules and regulations that have been, or will be, disclosed to me/us by representatives of the IAA and/or the Indy Arts Council. I/we understand that if I/we am/are selected to realize this proposal, all artwork is installed at my/our own risk, and I/we agree to release, indemnify and hold harmless the IAA, the Indy Arts Council, and their directors, employees and representatives for any and all claims and damage to the displayed items and for any injuries to artist, artist personnel, or the public or property during the installation period(s), removal period(s), while on display, and during maintenance visits. I/we also agree to indemnify the IAA and the Indy Arts Council for any claims or damage or injuries to third parties caused by the display; such indemnification shall not be limited by any insurance policies I/we may hold. Any damages that I or my representatives may cause to IAA premises or property shall be my/our responsibility to repair or replace at my/our sole expense.

An agreement summarizing all applicable policies, procedures, rules and regulations, including insurance and work-order requirements, will be signed between the IAA and the selected artist/team prior to installation.



## Site Images (below and on following pages)

**Below:** Overview of North Garden layout



**Below:** View of North Garden from inside terminal Level 3

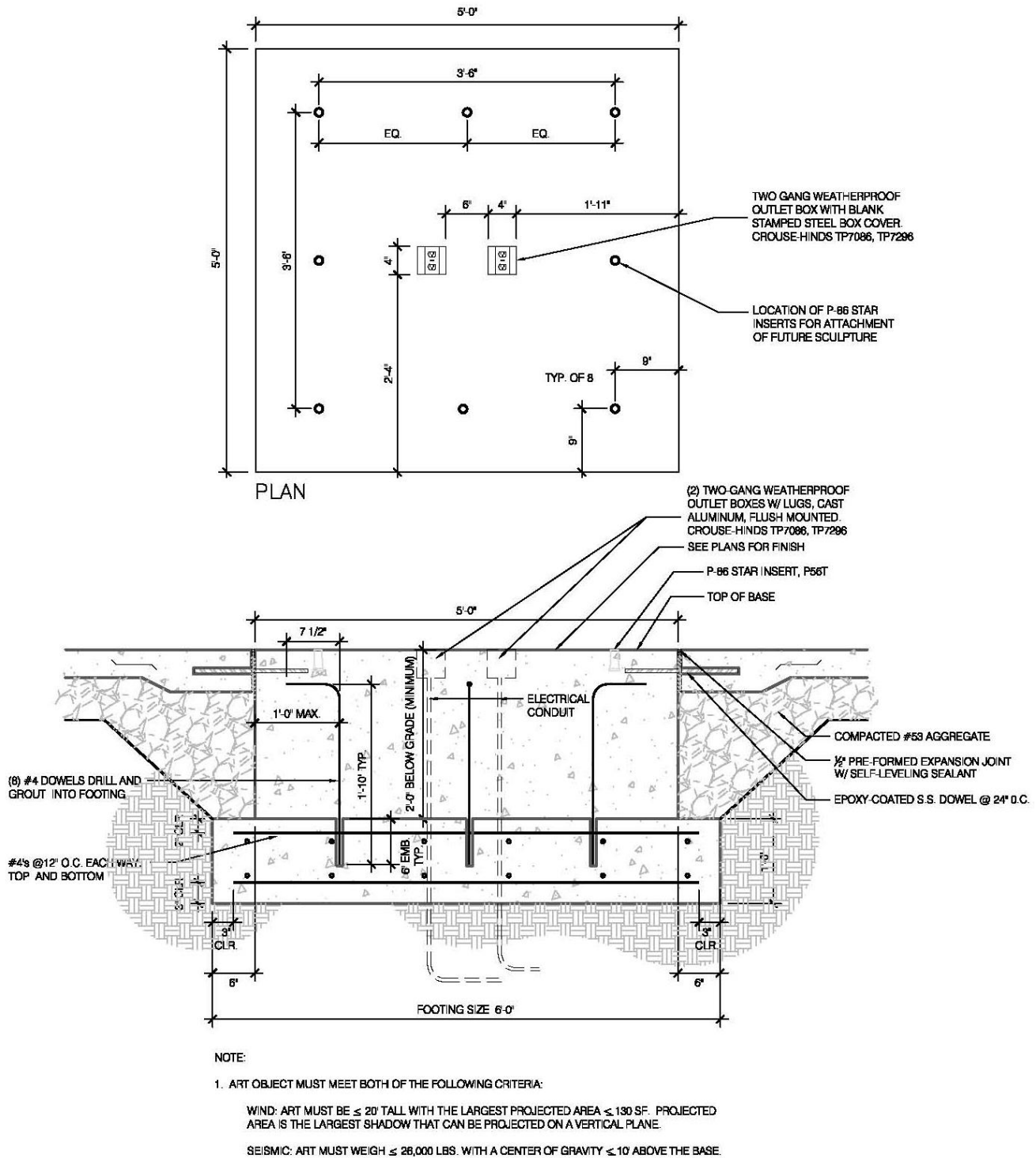


**Below:** Sculpture site as viewed from north side of garden









**07**

## SECTION NORTH GARDEN SCULPTURE BASE 2

25.CLD.503

3/4" = 1'-0"