



Request for Proposals

The Michigan City Chamber of Commerce Centennial Art Piece Michigan City, Indiana

INTRODUCTION

The Michigan City Chamber of Commerce is seeking proposals from artists who specialize in large metal, glass, sand or a combination thereof projects to create The Chamber's Centennial art piece. To be considered, artists must reside in Northwest Indiana Region.

2018 marks the 100th anniversary of the Chamber's incorporation, the Chamber, its Board of Directors, partners and sponsors wish to mark this historic occasion by commissioning a piece of artwork to be displayed outside the Chamber's office. The piece will honor the rich history of the Chamber, represent the diversity of the membership and community, and honor the historical contributions the Chamber has made within LaPorte County.

The Art Piece will be a non-functional and permanent art piece. It must be suitable for display outdoors at the Chamber's office. The work of the selected artist will be displayed outside the Chamber office permanently. The selected regional artist will receive a negotiated stipend to realize his or her artwork.

ELIGIBILITY:

This RFP is open to all amateur and professional artists and artist teams that specialize in large metal, glass, sand or a combination thereof projects to create The Chamber's Centennial art piece. To be considered, artists must reside in Northwest Indiana Region.

Application Deadline: Applications must be received (hand delivery, mail or electronically) **by December 15, 2017 at 4:00 p.m. CST**. No exceptions. The application can be found on page 5 of this document. List of accompanying information to submit along with application can be found on page 4 of this document.

PROJECT DETAILS:

The Michigan City Chamber is proud to announce this unique opportunity for local artists to submit proposals for the creation of an iconic piece that will serve as a capstone for the year's Centennial Celebration events.

Artwork Specifications

The art piece will be made of metal, glass, sand or a combination of those materials. Final piece must be durable, suitable for display outdoors and able to withstand interaction with the general public. The general dimensions of the art piece are 4'x 10' wide and 8' in height. The art piece is required to be a singular, continuous element within the aforementioned specifications.

The art piece must include:

- The Chamber's centennial date: 1918 – 2018

Examples of the above are included on last page of the RFP, along with other items that can be incorporated in some way or used as inspiration.

Site and Duration of Installation

The selected work will be on display permanently and/or at the discretion of the Chamber outside the Chamber's office. Upon unveiling and installation, the selected work becomes the sole property of the Michigan City Chamber of Commerce, with assignment of all rights given to MCCOC.

Recognition

A plaque, naming the selected artist will be erected at the site of installation in recognition of the artist's work. This site, along with other opportunities for recognition, will be at the discretion of the MCCOC.

Stipend

The selected artist will receive a negotiated stipend to realize his or her work. This stipend will be based on artist's projections for the commission of the art piece. The artist will be responsible for transportation of the piece to and from the site for installation and is encouraged to be on site to oversee installation. Transportation and installation costs of site preparation will not be the responsibility of the artist.

DEADLINE:

Applications must be received (hand delivery, mail or electronically) by December 1, 2017 at 4:00 p.m. CST. No exceptions. The application can be found on page 3 of this document.

Timeline: Announcement of RFP is September 1, 2017

Deadline for receipt of application materials (no exceptions): **December 1, 2017**

Review of proposals and selection of artist: December 18th, 2017

CRITERIA FOR SELECTION PROCESS:

- Submittal of all required application materials as outlined in this RFP;
- Maintainability: structural and surface soundness, durability and resistance to excessive maintenance and repair costs;
- Originality: creativity and uniqueness of proposed artwork concept for this project;
- Diversity: the piece is reflective of the diversity of the community and honors the historical contributions of the Chamber
- Feasibility: artist's proven track record/ability to complete the work on time and within the budget;
- Historical focus: the piece is reflective of the rich history of the community and Chamber;
- Quality and craftsmanship of product as demonstrated by past work;
- The Chamber will not accept any responsibility for the loss or damage of artist submission materials. Items submitted in response to this RFP become the exclusive property of the MCCOC.
- The MCCOC will not accept any responsibility for costs incurred by the artist in responding to the RFP.
- Artists or artist collaborations selected for this exhibition will be required to meet contract terms and scopes. No additional and/or contingency funds will be available.
- Once the selected artist submits his/her work for display, the piece becomes the sole property of the MCCOC with all rights assigned to MCCOC.
- Respondents to this RFP agree to abide by the terms and conditions herein.

CENTENNIAL ART DISPLAY APPLICATION GUIDELINES:

Proposals may be submitted by mail, by hand or electronically and must include the following:

1. Completed application form.
2. Letter explaining the artist's interest in the project. This document should be no longer than one page (single-spaced, 1-inch margins, 12 pt. font).
3. List of professional references (at least two): Please include name, address, phone number, business name (if applicable) and e-mail address for each individual.
4. A detailed description of the art piece and approach proposed in response to this RFP. This could include, but is not limited to: a description of the proposed piece, artistic rendering/sketch, the dimensions of the proposed piece, the method of installation, and timeline.
5. Two or three digital examples of recent or relevant work saved to a CD or emailed to the address below, and/or website where work is displayed The specifications for the digital images are as follows:
 - Do not imbed images into a PowerPoint presentation or PDF. Acceptable digital images must be:
 - File Format: JPG at 72 DPI
 - Dimensions: Minimum 800 x 600; Maximum 1600 x 1200
 - All CDs must be labeled with the applicant's name, contact information (telephone number and e-mail address), and number of images.

If submitting by mail, send application materials to:

Paula Trout
The Michigan City Chamber of Commerce
200 E. Michigan Blvd.
Michigan City, IN 46360

Electronic emails should be sent to:

ptrout@mcachamber.com



APPLICATION FORM:

Michigan City Chamber of Commerce Centennial Arts Display

Please complete this form and include it with all of the required application materials.

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone (Day): _____ Phone (Evening): _____

E-mail address: _____

Website (optional): _____

Desired Stipend: _____

I understand and agree to all of the terms of this RFP Signature and Date:

Signature

Date

Submittal Instructions and Requirements:

Deadline: Application materials can be mailed, hand delivered or emailed. They must be received by December 1, 2017 , 4:00 p.m. CST.

Send materials and direct all questions to:

Paula Trout 219-874-6221

Michigan City Chamber of Commerce

200 E. Michigan Blvd.

Michigan City, IN 46360

ptrout@mcachamber.com

Addendum Information

The art piece must include and/or be incorporated into final design:

- The Chamber's centennial logo
- 1918 – 2018

Centennial Chamber Logo:

