



Illinois Capital Development Board
Art-in-Architecture Program

Request for Qualifications

for

*Western Illinois University
Memorial Hall
Macomb, Illinois
Project Number: 818-010-093*

CALL TO ARTISTS

The Art-in-Architecture Program of the Capital Development Board is pleased to announce a Request for Qualifications (RFQ) to Illinois professional artists to create permanent original public art for Memorial Hall on the Western Illinois University campus in Macomb, Illinois.

Final Deadline: Friday, June 11, 2021

4:30 P.M.

APPLICATION BEFORE THE FINAL DEADLINE IS ENCOURAGED.

ELIGIBILITY

These public art commissions and potential purchases are open to all professional artists, artisans, or artist-led teams *that live and work in the state of Illinois*.

- An artist/artisan is defined as a skilled practitioner that generates designs and concepts for creative works that reflect form, beauty, and aesthetic perception. All artists on a team must live and work in Illinois.
- Subcontractors may be used and are defined as those providing technical implementation such as construction, fabrication, and/or assembly for portions or all of a finished product under direct supervision and control of an artist.
- Faculty and staff of Western Illinois University are not eligible to apply for this commission.

PROJECT SUMMARY

Nestled in the heart of campus, Memorial Hall is home to a host of programs for the campus and public communities. These programs serve WIU students as well as area residents from toddlers to older adults.

The building houses the WIU [Communication Department](#) and the [Speech Pathology and Audiology Department](#) as well as campus-wide programs including the

- [Career Development Center](#)
- [University Counseling Center](#)
- [Disability Resources](#)
- [First Year Advising Center](#)
- University Advising (undeclared)
- [Student Development and Success Center](#)
- [Transitions and Academic Skills](#)
- [Reach Program](#)

Programs that serve the broader Macomb community are

- [Speech-Language Hearing Clinic](#)
- [University Television](#)

PROJECT SITE

The Committee is interested in a series of pieces to enliven the building. The spaces available for artwork are public areas located throughout the building from the basement to the third floor and include lobbies, waiting areas, and hallways.

The work does not need to be limited to wall spaces and can move beyond two dimensions to be mounted from the ceiling as well.

ARTISTIC OBJECTIVES

In keeping with the many ways the programs in Memorial Hall are of service to the campus and community, the artwork should vibrant, activate and enliven the spaces and evoke positive emotions such as joy, encouragement, warmth, and growth.

The work can be separate pieces or an installation spread throughout the building.

The University is eager to collaborate with artists in creating their vision.

The piece(s) must be durable, safe, and be able to withstand display in public spaces with minimal care.

BUDGET DETAILS

The budget for the project is \$52,500.00.

This budget covers all expenses associated with, but not limited to the project design, labor, fabrication, project management, materials, tools, contracted services, operations and meetings, and travel required to complete the artwork plus installation, related permits, licenses, taxes and insurance, and transportation and delivery of the work to the site, as well as documentation of the completed project. Any expense that exceeds the contracted amount will be the artist's responsibility.

The artist is responsible for working with the Capital Development Board Art-in-Architecture Program, the using agency, and other relevant partners to oversee all aspects of the art installation.

SELECTION PROCESS

At least three artists/teams will be selected from the pool of eligible artists/teams and paid a fee of \$1,500.00 each to develop and present site specific proposals.

Letters will be sent to the selected artists/teams with details of the proposal process and contracts.

Do not send a proposal unless you have been contacted by the Art-in-Architecture Coordinator.

LEGAL AGREEMENT

The Capital Development Board Art-in-Architecture Program reserves the right to alter any aspect of the selection process or overall project in any way for its own convenience at any time. This Request for Qualifications does not constitute either an expressed or implied contract and these provisions are subject to change.

HOW TO APPLY

IF YOU HAVE ALREADY APPLIED TO THE ILLINOIS ART-IN-ARCHITECTURE PROGRAM

You do not need to send your materials again if you have previously applied and your portfolio is on file. To apply for this project submit a Letter of Intent that includes

- the project name and project number
- your name and the name of your team members if applying as a team
- your most current contact information including address, telephone number, and e-mail address

IF YOU HAVE NEVER APPLIED TO THE ILLINOIS ART-IN-ARCHITECTURE PROGRAM OR WISH TO UPDATE YOUR PORTFOLIO

Please e-mail a full package including ONE copy of each of the following *labeled with the artist's name as well as the project name and number*.

- *Résumé* (if a team, one for each member) with current contact information, including:
 - Name
 - Address
 - Phone
 - Fax
 - E-mail
 - Website
- *Artist Statement/Letter of Intent* (1 page maximum, double spaced)
 - If the submission is on behalf of a team, please identify the lead artist and indicate if the individuals have previously collaborated and the nature of the collaboration.
 - If the artist or artist team has worked with not-for-profit organizations, local governments, state agencies, or other similar and relevant groups, please describe the project.
- *Up to 15 JPEG images of relevant past work*. Please provide the images in the following format:

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- One image per JPEG
 - Pixel dimensions per image: approximately 600 x 800
 - Image resolution: 72-300 pixels per inch
 - Maximum file size per image: 1MB
 - Name each image: lastnamefirstnameimagenumber.jpg, for example: mirojoan01, mirojoan02, mirojoan03, etc.
 - A corresponding, numbered, annotated image list with title, media, dimensions, location, brief description, date of the work, project budget, and project partners, if applicable.
 - When submitting by e-mail, please send images as attachments and not in the body of the e-mail.
 - *References* of at least three professionals (commissioning agency or organization, design or arts professional, architect, landscape architect, engineer, etc.) who have a detailed knowledge of the artist's work and working methods. Include contact name, complete address, telephone number, and e-mail for each reference.
 - *Optional* One PDF file of additional support material, including press clippings or other relevant information on past projects (maximum 1MB file.)
 - *Email Submittals are required*
 - Ensure the images are sent as attachments and are not embedded within the email.
 - Large files may be sent using file sharing services such as the state of Illinois [FTP site](#), Dropbox, and WeTransfer.
 - ***PowerPoint presentations are not accepted.***

Please Note:

- Send art images as JPEG files ONLY. Slides will not be accepted nor returned.
- **Do not send design proposals.**
- All submittals become property of the Capital Development Board Art-in-Architecture Program and will not be returned. Submissions can be made available for public viewing. The artist retains copyright.

HOW AND WHERE TO SUBMIT

Interested artists must send application materials no later than **Friday, June 11 2021 at 4:30 P.M.** Submissions received after this date will be kept for review for other Art-in-Architecture projects.

Application materials may be delivered by:

E-mail to **CDB.ArtinArchitecture@illinois.gov**

QUESTIONS?

Contact the Art-in-Architecture Program at **CDB.ArtinArchitecture@illinois.gov**

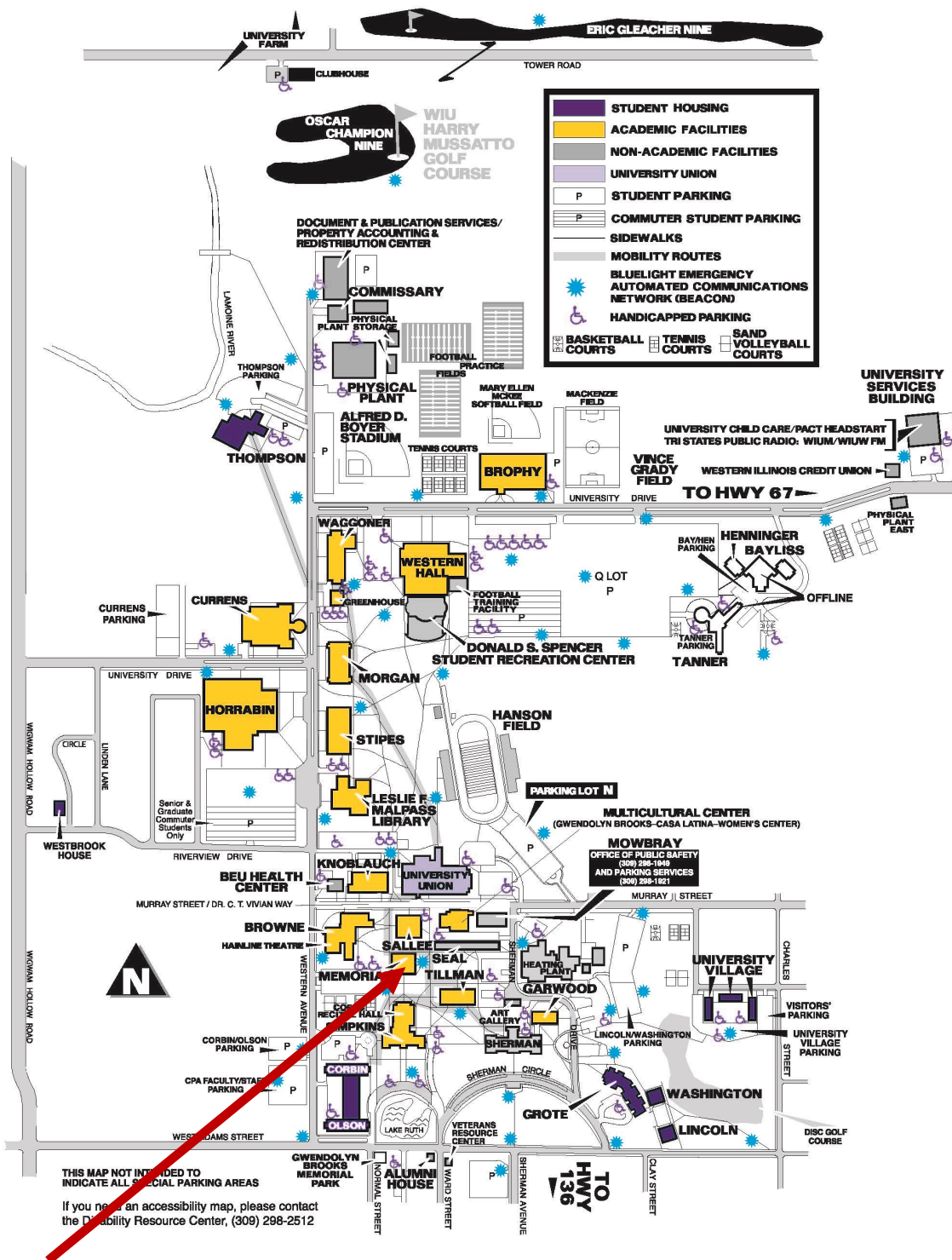
The Art-in-Architecture Procedure Manual, commission opportunities, and other information is posted at www.illinois.gov/cdb/professionalgrowth/art.

ABOUT THE ART-IN-ARCHITECTURE PROGRAM

The Illinois Art-in-Architecture Program promotes and preserves Illinois art and enriches communities by commissioning original artwork for public buildings constructed with State funds.

The enabling legislation for the Program requires that the Capital Development Board “shall set aside 1/2 of 1 percent of the amount authorized and appropriated for construction or reconstruction of each public building financed in whole or in part by State funds and generally accessible to and used by the public for purchase and placement of suitable works of art in such public buildings.” A committee including art professionals and the project architect, and oversees each project and selects the artwork.

Since its inception in 1977, the Art-in-Architecture Program has purchased or commissioned works of art by Illinois artists for public display throughout Illinois. For more information visit the [AIA Program website](#).



Memorial Hall



Memorial Hall



Examples of interior spaces