

Call to Artists/Landscape Designers - Request for Proposals (RFP)

Project Title

W.S. Gibbs Memorial Park –Bicentennial Tree Trail Gateway

Total Budget: \$25,000

Deadline for Applications

Monday, June 30, 2025 at 11:59 p.m. (EDT).

Project Information:

In commemoration of Hendricks County's recent Bicentennial celebration, Visit Hendricks County invites artists and landscape or architectural design teams to submit proposals for a permanent, site-specific gateway/entryway installation that will serve as the formal placemaking entrance to the Bicentennial Tree Trail at W.S. Gibbs Memorial Park.

The Bicentennial Tree Trail will feature as many as 100 tree species that are all native to Indiana, creating a living tribute to the state's ecological heritage and the county's commitment to preservation, education, and community engagement. The selected installation will welcome guests to this special trail and reflect the natural beauty, history, and enduring spirit of Hendricks County.

Additional information is available for reference at:

<https://hendrickscountyparks.org/our-parks/ws-gibbs-memorial-park/>

<https://www.hendricks200.com/>

<https://www.hendricks200.com/bicentennial-tree-trail>

Project Goals:

- Create a visually striking and durable gateway/entry structure
- Complement the park's natural setting and serve as a photo-worthy destination
- Be engaging for visitors of all ages and accessible to all
- Be fully developed, designed, installed, and functional at a cost of no more than \$25,000

Eligibility Requirements

To qualify for this project, designers **must**:

- Be 18 years of age or older
- Be a U.S. citizen or possess documentation of legal ability to work in the United States
- Carry liability insurance for the duration of the project

Preference may be given to artists who live in Hendricks County, Central Indiana, or those who are familiar with the area. Artists are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Open to professional artists and design teams, including landscape architects and fabricators.

Additional Considerations

Visit Hendricks County is seeking an artist, landscaper, or architectural design team who:

- Can create public art, large-scale works, or exterior projects
- Has experience working through a community-focused process

Selection Process

Once applications are received from interested parties, the Selection Committee will review them and make a recommendation for an artist or landscape design team to be commissioned. The Committee will notify the selected artist or design team, who will then develop a specific design proposal based on touring W.S. Gibbs Memorial Park and the Tree Trail location and interactions with the Committee.

Minimum Qualifications

A minimally qualified application will have ALL of the following:

- a. A letter of interest that reveals an understanding of and, if applicable, personal connection to, the public art site and project description.
- b. A resume or CV that reveals a record of practice in art or landscaping, including other public art or landscape commissions.
- c. Photographs of at least 3 completed projects of a similar or larger scale.
- d. Demonstrated prior work that reveals aesthetic, conceptual, and technical expertise.

Selection Panel

The Selection Panel will be comprised of members of the Hendricks County Bicentennial Committee, including representation from partner organizations, including but not limited to Hendricks County Parks & Recreation, the Hendricks County Community Foundation, the Parks Foundation of Hendricks County, and Visit Hendricks County.

Selection Criteria

The Committee will select the commissioned artist or landscape design team based on the following:

- A record of effectively executed work of the highest technical caliber
- Demonstrated experience working within program guidelines
- Verified ability to complete work within a specified timeframe
- Record of projects with strong visual impact on pedestrian and vehicular traffic
- Style and aesthetic appropriate to the community and desirable for the site

Compensation

The total budget for the project is not to exceed \$25,000. Included in this budget are any design fees, insurance, any and all costs associated with travel or transportation, fabrication, engineering, materials, labor, documentation, installation, and all other costs accrued by the artist or landscape design team specific to this project. The budget does not include costs associated with site preparation. Parks & Rec staff may be available for specific site prep and installation assistance based on conversations throughout the Design and Approval process.

Project Timeline

The project will follow this general timeline (subject to negotiation):

June 30 - Request for Proposals - Application Deadline

July 7 - 17 - Selection Committee Reviews RFPs and Selects Artist or Landscape Design Team

July 17 - Committee Will Notify the Selected Party

August 15 – Initial Concept Design Due

(Two weeks to review and amend design and get final approval from the Bicentennial Committee).

August 29 - Final Design Due

September 1 - 5 - Site Prep

September 8 - 30 - Installation

October 6 - Project Unveiling and Ribbon Cutting

Application Process

Please submit applications to Philip Deiwert at philip@visithendrickscounty.com

- **Applicant Information:** Include name of artist or design team, name(s) of any collaborating partner(s), contact address, contact email, phone number, social media handles, or other relevant information
- **Professional Bio, Resume, or CV:** No longer than 3 pages
- **Work Samples:** Provide at least 3 images of past work that best represent your experience, style, and ability as it relates to this project. In addition, you may also submit images of any other project (large scale or otherwise) that best represents your work over the past 5 years. Include a list of the work samples with as much information about each of the projects as possible (please include location, materials used, process, dimensions, year completed, cost/price/commission amount, and any other pertinent information).

Delivery of Applications

All materials must be delivered electronically no later than **Monday, June 30, 2025, at 11:59 p.m. (EDT)**