



125 S. Prospect Avenue
Elmhurst, IL 60126
elmhurstpubliclibrary.org

Request for Proposals

Elmhurst Public Library

Issue date: October 1, 2026

Proposals due: December 15, 2026

The Elmhurst Public Library is seeking artwork for our newly renovated patio. The patio is a vibrant, multi-use outdoor space designed to engage visitors of all ages. For kids, the area features sensory play stations, a Story Stroll, and a play hut to spark creativity and learning. Meanwhile, adults can enjoy relaxed seating with shaded tables, lounge furniture, and free WiFi—perfect for reading, working, or simply unwinding.

What can you do for \$20,000? With this Request for Proposals, we are looking for ideas for public art to be attached to the walled areas of the Elmhurst Public Library patio at 125 South Prospect Avenue. Any reasonable medium will be considered if the artwork can be mounted on the walls without permanently damaging the stonework. Project to be completed by July 2027.

Elmhurst is a western suburb of Chicago located in DuPage County with a population of about 45,600. Located next to Wilder Park and across from Elmhurst University, Elmhurst Public Library is a modern, community-focused hub offering more than 300,000 items, including a "Library of Extraordinary Things," a makerspace for creative projects, a variety of meeting spaces, a coffee shop, and extensive programming for all ages. The Library has more than 400,000 visitors per year and has a total circulation of more than 1 million materials.

Call for artwork: Local artists from Chicago and its surrounding area are encouraged to submit proposals for permanent artwork to visually enhance the public patio area of Elmhurst Public Library.

Timeline: The anticipated schedule represents Elmhurst Public Library's best estimate of the schedule to be followed in selecting artwork:

Deadline for proposals: **December 15, 2026**

Library and art commission review and selection: **mid-December 2026/January 2027**

Finalist notified by **January 31, 2027**

Installation period: completed by **July 15, 2027**

Eligibility:

Artists who are eligible to apply for this project must reside in the Chicago region. Eligible artists must be at least 18 years of age and have experience creating artwork for a public outdoor setting.

How to Apply: [Click here for submission form to apply](#) or go to elmlib.org/art

Selection

Each proposal will be reviewed by the Elmhurst Public Library and will be evaluated for:

- a) Quality of previous work presented in the images, with an indication of the ability to install high caliber artwork.
- b) Content of the statement of interest
- c) Previous experience with the installation of artwork in the public realm
- d) Project budget and value
- e) Family/multi-age appeal
- f) Fit with the Library's vision ([Click here for Library's vision statement](#))
- g) Fit with the overall patio design
- h) Adherence to the restrictions listed below.

Restrictions

The artwork must be an original work of art that:

- Withstands the outdoor elements
- Fits well within the proposed location
- Is crafted at a very high level
- Does not require water or electricity
- Can be mounted on the wall without damaging the stonework

The artist grants the Library the non-exclusive right to record, reproduce, or adapt the work in any form for promotional, archival, educational, or other purposes.

Budget and Contract

The total budget for this project is \$20,000. The Elmhurst Public Library will select an artist and proposal from all qualified submissions. The Library will then work with the selected artist on any needed development of the proposal. Upon approval of the proposal, the selected artist will receive a contract with the Library for a maximum of \$20,000, inclusive of all artist fees, associated expenses for design, fabrication, structural engineering, insurance, installation, travel, transportation, and consultation.

- The payment will be paid out as follows: 1/3 of the total honorarium/fee within 30 days after selection, 1/3 of the honorarium/fee to be paid halfway through the project, and the remaining 1/3 to be paid within 30 days after successful installation. The artwork will be owned by Elmhurst Public Library.

Location

The address for the Elmhurst Public Library and its patio is 125 South Prospect Avenue, Elmhurst, IL 60126.

We are seeking art for one of the patio walls. (See images and dimensions at the end of this document.) We encourage a site visit to embrace the full scope of the space.

Maintenance

The artwork must be maintenance-free and be able to withstand the elements in the climate of the Chicago area.

Warranty

The selected Artist agrees to provide, coordinate, or supervise any maintenance work for a period of one year after installation at the artist's expense.

Insurance for artwork and installation process:

Cost of installation, including labor and all materials, shall be included by the artist as part of the proposal. The selected artist shall be adequately insured and provide a certificate of insurance naming Elmhurst Public Library as additional insured.

General Terms and Conditions**A. Indemnification:**

The contractor shall be required to indemnify, defend and save harmless the Elmhurst Public Library, its officers, agents, employees, representatives and assign, from lawsuits, actions, costs (including attorneys' fees), claims or liabilities of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of any act or omission, neglect or misconduct of said contractor, its officers, agents and/or employees arising out of, or in performance of any of the provisions of the contract, including any claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, Elmhurst Public Library, its officers, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The contractor shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

B. Elmhurst Public Library reserves the right to accept or reject any and all proposals and to waive technicalities in order to select the proposal deemed to be the most advantageous to the Library. Rationale for rejection need not be given to the proposing firm.**C. Elmhurst Public Library reserves the right to request clarification of information contained in proposals and to request additional information. This information should be delivered to the Library in a timely fashion. Upon receipt of this information, the Library may request an interview and/or presentation.**

- D. An agreement or contract resulting from the acceptance of a proposal shall be on terms approved by the Library Attorney and shall contain, as a minimum, the applicable provisions of the request for proposal and the proposal itself. The City reserves the right to reject any agreement or contract which does not conform to the request for proposal, the proposal of the firm concerned or the Library's requirements for agreements and contracts.
- E. If through any cause the proposer fails to fulfill the obligations agreed to in a timely and proper manner, the Library shall have the right to terminate the contract by providing notification to the firm. This notification shall specify a termination date not less than thirty (30) calendar days in advance. In such an event, the contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed. Compensation given to the firm shall be based on the Library's evaluation of what constitutes "satisfactory work completed." This evaluation will be based upon accepted industry standards of satisfactory work as determined by the Library.
- F. Reasons for rejection will be consistent with federal statutes governing equal opportunity and shall not be made on the basis of race, color, religion, sex (including pregnancy), national origin, age, disability status, or genetic information.
- G. The Elmhurst Public Library shall own and retain all rights to the completed work and all other components of the submission.
- H. All components of this project consisting of materials, workmanship, and necessary labor, either mentioned or inferred, shall be furnished by the contracted party. The agreed upon permanent and fixed fee shall encompass the costs of all such components which shall be provided at no additional expense to the Elmhurst Public Library.
- I. The work product created or developed by the contractor shall be the exclusive property of the Library. In the event that the Library provides the contractor with materials, equipment or property of any kind, all such materials, equipment and property shall remain the property of the Library, and the contractor shall immediately deliver all such materials, equipment and property of the Library at the conclusion of the performance of the services, or at any earlier time upon demand by the Library.

Questions regarding this RFP may be sent to MaryBeth.Harper@elmlib.org by December 14, 2026.



Area
for
mural
(12' H
by 12'
11\" W)

Wilder Park



View of Patio Wall from