APPROVED BY:
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Project Director at
LINSTOW BALTIC
on\_\_\_\_\_\_ 2021

### SKETCH DESIGN COMPETITION

# DEVELOPMENT OF AN OFFICE BUILDING COMPLEX IN RIGA, IN THE QUARTER AMID ELIZABETES, ERNESTA BIRZNIEKA-UPĪŠA, DZIRNAVU AND SATEKLES STREETS

(Cadastral designations of plots of land 0100 031 0138, 0100 031 0002, 0100 031 0009)

**COMPETITION BRIEF** 

RIGA LATVIA 2021

# 1. GENERAL INFORMATION ABOUT THE COMPETITION AND THE TERMS USED IN THE COMPETITION BRIEF

1.1. The Commissioner of the Competition:

SIA LINSTOW BALTIC, registration No. 50003702891 Legal address: Stacijas laukums 4, Rīga, LV-1050

Contact details: Project Director Andis Kublačovs, tel. +371 29133487, e-mail:

andis.kublacovs@linstow.lv

- 1.2. **The Competition** means a sketch design competition *Development of an Office Building Complex in Riga, in the Quarter amid Elizabetes, Ernesta Birznieka-Upīša, Dzirnavu and Satekles Streets*. The Competition is an open competition in one round.
- 1.3. **The Participant of the Competition** means any legal or natural person or an association of such persons in any combination which has submitted a proposal at the Competition complying with the requirements of the Brief.
- 1.4. The legal owner of the land units of the competition territory is SIA "Satekles Business Center".
- 1.5. The schedule of the Competition: from 20 July 2021 till 18 October 2021.
- 1.6. The website of the Competition: <a href="https://linstowquarter.metukonkurss.lv/">https://linstowquarter.metukonkurss.lv/</a>
- 1.7. **The language of the Competition** is the Latvian language.
- 1.8. **The Brief** means this Competition Brief and all its appendices listed in Clause 14 of the present Brief which form an integral part thereof. Any reference to the Brief shall be deemed to be a reference to the Competition Brief and all its appendices.
- 1.9. **The Sketch Design** means the Sketch Design prepared by the Participant of the Competition and submitted at the Competition for the Competition Object as set out in the Brief (including the Designing Programme).
- 1.10. The planned direct **construction costs** of the new building of the Competition object 1500.00 EUR/m<sup>2</sup> (one thousand five hundred EUR) without VAT, excluding the costs of designing, author's supervision and construction supervision.
- 1.11. **The Jury** means the Jury approved by the Commissioner of the Competition consisting of:

1.	Chairperson of the Jury	Commissioner's representative	Dr.arch. Jānis Dripe
2.	Member of the Jury	Commissioner's representative	Andis Kublačovs, Project Director/urban planner
3.	Member of the Jury	Commissioner's representative	Ēriks Bergmans, expert of real estate market
4.	Member of the Jury	Commissioner's representative	Edgars Bērziņš, architect, urban planner
5.	Member of the Jury	Commissioner's representative	Robert Martin, architect (Sweden)

6.	Member of the Jury	architect, member of the LAA	Ventis Didrihsons, architect
7.	Member of the Jury	representative of the Riga City Construction Board	Viesturs Brūzis, architect
8.	Member of the Jury	representative of the Riga City Development Department	Aigars Kušķis, architect
9.	Member of the Jury	representative of the Riga City Architect's Office	Vilnis Šlars, architect
10.	Member of the Jury	representative appointed by the NCHB,	Anna Ancāne, architect
	Secretary-in- Charge of the Jury	representative appointed by the Commissioner	Dace Kalvāne, architect

If one of the members of the Jury is unable to participate in the evaluation of the submitted works due to objective reasons or conflict of interest, the Commissioner is entitled to change the composition of the Jury by announcing it on the website <a href="https://linstowquarter.metukonkurssly/">https://linstowquarter.metukonkurssly/</a>

- 1.12. The Secretary-in-Charge of the Jury is a person appointed by the Commissioner who ensures smooth running of the Sketch Design Competition and is responsible for ensuring the anonymity of the submitted Sketch Designs and the Participants until the end of the evaluation period of the Sketch Designs. The Secretary-in-Charge is not a member of the Jury and shall participate in the meetings of the Jury without the right to vote.
- 1.13. **The Technical Committee** means one or several experts appointed by the Commissioner, who review the submitted Sketch Designs, also assessing their compliance with the requirements of the Brief before the Jury commences its work.

#### 2. THE AIM AND TASK OF THE COMPETITION

- 2.1. **The aim of the Competition** is to obtain a sketch design with elaborate urban planning and architectural solutions for a sustainable new office building complex complying with the requirements of the Brief and the Designing Programme, ensuring rational use of funds and free competition between participants.
- 2.2. **The subject of the Competition** is an idea of construction of the office building complex of SIA "Linstow Baltic" in Riga, in the Quarter amid Elizabetes, Ernesta Birznieka-Upīša, Dzirnavu and Satekles Streets. The construction idea must include architectural solutions and an overall master plan of the territory for the establishment of an office building complex on three interconnected plots of land in Riga, at Birznieka Upīša iela 2, Birznieka Upīša iela 4 and Dzirnavu iela 106, hereinafter **the Competition object**.
- 2.3. **The task of the Competition** is to determine the best proposal for the vision of spatial development of the territory and construction of the new office building among the sketch designs submitted in the competition and to obtain a partner for further elaboration of the construction design for the object.
- 2.4. By submitting the Sketch Design, the Participants of the Competition may receive the prizes as set out in the Brief, and they must cover all expenses related to the

- preparation and submission of the Sketch Design.
- 2.7. The Competition is considered to have taken place if, according to the Competition Brief, at least three Sketch Designs have been submitted for evaluation.

### 3. PRIZE MONEY

- 3.1. The total amount of prize money of the Competition: 30,000.00 EUR (thirty thousand EUR, 00 cents) excluding VAT. The prize money is distributed as follows:
  - 3.1.1. The prize money of the first-place winner or the winner of the Competition is 15,000.00 EUR (fifteen thousand EUR, 00 cents) without VAT.
  - 3.1.2. The prize money of the second-place winner is 10,000.00 EUR 00 (ten thousand EUR, 00 cents) without VAT.
  - 3.1.3. The prize money of the third-place winner is 5000.00 EUR (five thousand EUR, 00 cents) without VAT.
- 3.2. The Jury has the right to change the indicated distribution of prize money, while retaining its total amount.
- 3.3. If the Jury concludes that the relatively best submitted proposal cannot be implemented, first place may not be awarded.
- 3.4. The Jury has the right not to distribute prize money in the aforementioned amount, if places are not awarded respectively, but to divide the total amount of prize money in equal parts, or otherwise at the discretion of the Jury, to the best proposals (which will be considered award-winning proposals according to this Brief). The Jury shall provide a justification for the changes to the distribution of the prize money deriving from the evaluation of the submitted Sketch Designs.

### 4. REGISTRATION OF PARTICIPANTS AND EXCHANGE OF INFORMATION

- 4.1. The interested Participants can access the Competition Brief (including amendments to the Competition Brief if there are any) and other information about the Competition on the website <a href="https://linstowquarter.metukonkurss.lv/">https://linstowquarter.metukonkurss.lv/</a>.
- 4.2. The interested Participants are invited to register using the online registration form available on the Competition website.
- 4.3. The competition materials will be sent automatically to the Participants upon their registration on the Competition website.
- 4.4. The exchange of information between the Commissioner and the Participants of the Competition regarding the Competition Brief and its appendices shall be made in writing.
- 4.5. The Commissioner's contact person in the matters related to the Brief, the Designing Programme and submission of the Sketch Designs, is Dace Kalvāne, Secretary-in-Charge of the Jury, telephone: +371 29480702. Questions must be sent according to the procedure set out in the Brief to the e-mail address: <a href="mailto:linstowquarter@metukonkurss.lv">linstowquarter@metukonkurss.lv</a>
- 4.6. The Participants can submit their questions until 1 October 2021. The Secretary-in-Charge of the Jury shall provide answers to these questions no later than within five working days after this deadline by sending the question and the answer to the Participants registered on the Competition website and by posting them on the Competition website.
- 4.7. The Participants are obliged to look up regularly the information about the Competition published on the website.

### 5. CONTENT AND PRESENTATION OF THE SKETCH DESIGN

- 5.1. The Sketch Design must be submitted in one sealed package with an indication:
  - 5.1.1. "Sketch Design Competition <u>Development of an Office Building Complex in</u>

Riga, in the Quarter amid Elizabetes, Ernesta Birznieka-Upīša, Dzirnavu and Satekles Streets" and

- 5.1.2. the motto which does not give any indication of the author of the Sketch Design in order to ensure the Participant's anonymity.
- 5.2. The package of the Sketch Design must be sealed safely, there must be no markings and logotypes on it and on the enclosed materials which could in any way identify the Participant of the Competition. All inscriptions must be made in block letters, avoiding any features that may lead to the identification of the Participant.
- 5.3. The package of the Sketch Design shall consist of two parts:
  - 5.3.1. **the proposal for the Sketch Design Competition** in accordance with the requirements specified in Clause 6 of the Brief. The Sketch Design and the materials attached thereto as well as the explanatory note must have no markings on them that could in any way identify the Participant of the Competition or performer of the particular task. The motto must be indicated instead of the name of the Participant in all references to the copyright. If such unpermitted markings are seen on the submitted package, it will be returned unopened to the applicant.
  - 5.3.2. **the disclosed motto**: the Participant's application for the participation in the Competition pursuant to Appendix 3, attaching the information and qualification documents specified in Appendices 2, 4, 5 and 6 to the Brief in accordance with the requirements of Clause 7 of the Brief. The disclosed motto must be placed in a sealed envelope or package which, in addition to the information specified in Clause 5.1 of the Brief, states: "DISCLOSED MOTTO".
- 5.4. All the submitted documents must be in Latvian or in English. If the Sketch Design is submitted in Latvian, the explanatory note must be written in Latvian and English.

### 6. REQUIREMENTS FOR THE SKETCH DESIGN

- 6.1. The Sketch Design must comply with the following requirements:
  - 6.1.1. the proposed Sketch Design solutions must be developed, taking into account the data provided by the Commissioner as part of this Competition, including the Designing Programme, the Brief and its appendices;
  - 6.1.2. the proposed Sketch Design solutions must be developed, observing the principle of optimal and economical use of financial resources in the implementation of the object;
  - 6.1.3. the proposed architectural and urban planning solutions must blend well into the surrounding urban environment;
  - 6.1.4. the Sketch Design must be developed respecting the applicable laws and regulations of the Republic of Latvia and the European Union.
- 6.2. The Sketch Design consists of:
  - 6.1.2. A1-size (594 mm x 841 mm) panels with graphical materials fixed to firm and light foamboards. The motto must be written in the right upper corner of the panel. It is recommended to leave space under the motto for the panel placement scheme. It is advised to use panels less than 5 mm thick.
  - 6.2.2. Graphical materials on the panels should be presented with the following information:
    - 6.2.2.1. the master plan of the territory of the Competition object in scale 1: 250 with the planned buildings; a concept for improvement and landscaping of the territory; technical and economic parameters;
    - 6.2.2.2. characteristic floor plans in scale 1: 200 with the legend or names of the rooms, construction axes and dimensions between them;

- 6.2.2.3. schemes of characteristic sections in scale 1:200 with height marks, construction axes and dimensions between them;
- 6.2.2.4. characteristic elevations in scale 1:200 with height marks, construction axes and dimensions between them, a conceptual use of materials/a legend showing materials used for filling of openings;
- 6.2.2.5. four visualisations or photomontages characterising the synthesis of the suggested idea within the context of the existing urban environment considering the main perspective views, including one view from Elizabetes iela in the direction of Satekles iela, two views from Satekles iela in the direction of the city centre and Dzirnavu iela, one view from the corner of E. Birznieka Upīša and Dzirnavu Streets in the direction of Elizabetes iela
- (see the scheme in Folder No. 7 7\_1\_0\_marked\_vantage\_points\_for\_photomontage\_in\_the\_competition\_terr itory of the Competition source materials).
- 6.2.3. The bound document in A3-size (420 mm x 297 mm) in two copies which includes:
  - 6.2.3.1. a brief summary of the problems solved as part of the project and of the conceptual approach used;
  - 6.2.3.2. a description of the proposed functional and architectural idea;
  - 6.2.3.3. a description of an urban planning concept of the proposal, focusing on the analysis of the buildings from the main perspective views;
  - 6.2.3.4. technical parameters of the Competition object:
    - a) construction area (m2);
    - b) construction density (%);
    - c) the number of floors, building height (in meters);
    - c) floor areas (m²) (gross, measured along the external perimeter of the buildings);
    - c) the total area (m<sup>2</sup>);
    - f) cubic capacity of the surface area of buildings (m³);
    - g) cubic capacity of the underground area of buildings (m<sup>3</sup>),
    - h) the number of parking spaces (pcs.);
    - i) the number of bicycle stands (pcs.).
    - j) the number of motorcycle parking spaces (pcs.).
  - 6.2.3.5. scaled-down colour reproductions of the panels.
- 6.2.4. One USB memory stick with:
  - 6.2.4.1. pictures of all A1-size panels with 300dpi resolution in A1-size;
  - 6.2.4.2. pictures of all A1-size panels with 72dpi resolution in A1-size;
  - 6.2.4.3. the bound document, all graphical materials and visualisations or photomontages required to show the idea of the project with 300 dpi resolution in A3-size;
  - 6.2.4.4. each document must be in two versions in .pdf file and .jpg file, and each document must have a descriptive name;
  - 6.2.4.5. a 3D model of the Competition object in .dae, .obj or .ifc format (LOD 200), showing only the façades of the buildings, choosing m (meters) as the unit of work, and adding the textures and materials used to the model.
- 6.3. The solutions of the Sketch Design must be developed in accordance with the Brief and its appendices and they must be sufficiently detailed to allow the Jury to have a complete idea of the offered solutions.

# 7. REQUIREMENTS FOR THE PARTICIPANT OF THE COMPETITION AND DOCUMENTS TO BE SUBMITTED AS PART OF THE SKETCH DESIGN

7.1. If the Participant is an association of persons and the right of representation has not been stipulated in the partnership agreement or a power of attorney has not been issued, the original of the application must be signed by a representative of each person included in the association of persons with the right of representation. The Participant must submit the original or a copy certified by the Participant of a document confirming the right of representation of a person who signs the competition documents on the Participant's (legal person's) behalf. If the application has been signed by a

- person authorised by the Participant's representative with the right of representation, an appropriate power of attorney (the original or a copy certified by the Participant) should also be enclosed to the application.
- 7.2. The Participant of the Competition must be registered in the Commercial Register of Latvia or in an equivalent register in a foreign country if the laws of the country in question so provide. This requirement applies to all members of the partnership (if the proposal is submitted by a partnership) or all members of an association of persons (if the proposal is submitted by an association of persons), as well as to subcontractors (if the Participant is planning to involve them).
- 7.3. The Participants that are registered in a foreign country must submit a copy of a merchant's certificate of registration, or a document issued by an equivalent authority which complies with the laws and regulations of the relevant country. If such a document does not exist (the regulatory framework of the country of registration does not require issue of a certificate of registration), information is submitted about the time of registration, the Participant's registration number, and the competent authority in the country of registration which can attest to the fact of registration if necessary.
- 7.4. The Participant must be registered in the Register of Building Companies or in the respective authority that registers professional activity in a foreign country in accordance with the laws and regulations of the respective country. The requirement also applies to a member of a partnership or association or a subcontractor who will carry out designing works.
- 7.5. The Participant of the Competition must have the following experience:
  - 7.5.1. at least one sketch design or construction design of equal significance for the area of no less than 6000 m<sup>2</sup>, for which feedback can be received;
  - 7.5.2. at least one sketch or construction design, and experience in development of a detailed plan of landscaping;
  - 7.5.3. at least one construction design of a public building, and experience in development of engineering communications solutions.
- 7.6. The following specialists are at the Participant's disposal or will be engaged during the development of the construction design:
  - 7.6.1. an architect who has:
  - a document confirming the right of an architect's independent practice, issued by a competent authority in the Republic of Latvia or abroad if the laws and regulations of the respective country so provide;
  - experience in designing of at least one object of equal importance in the urban environment;
  - 7.6.2. a certified specialist in designing of building structures who has:
  - a document confirming the right of a structural engineer's independent practice in the area of designing, issued by a competent authority in the Republic of Latvia or abroad if the laws and regulations of the respective country so provide;
  - experience in designing of at least one object of equal importance;
  - 7.6.3. a specialist in energy efficiency of buildings;
  - 7.6.4. a BIM expert.
- 7.7. So that the Participants of the Competition can prove their compliance with the Commissioner's requirements, they must submit the following evidence of their qualification and the information together with the disclosed motto:
  - 7.7.1. the Participant's application for participation in the Competition written in accordance with Appendix 4 to the Brief. The application is signed by the Participant's official with the signatory powers or an authorised representative. If

the application for participation at the Competition is signed by the authorised representative, the original of the power of attorney or its copy executed in accordance with the requirements of the laws and regulations of the Republic of Latvia must be enclosed to the application;

- 7.7.2. a copy of the registration certificate issued by a body registering business activity of the Participant and/or a partnership and/or all participants of the partnership (if the proposal is submitted by a partnership) who is registered or permanently resides abroad;
- 7.7.3. a document confirming the right of an independent practice for all specialists mentioned in Clause 7.6 of the Brief, issued by a competent authority in the Republic of Latvia or abroad if the laws and regulations of the respective country so provide. The Commissioner of the Competition can verify the validity of such documents in publicly available sources;
- 7.7.4. a list of the developed sketch designs and/or construction designs in accordance with Appendix 6 to the Brief used by the Participants to prove their compliance with the requirements of experience under Clause 7.5 of the Brief.
- 7.7.5. the Participants that are registered in a foreign country must submit a document issued by an authority equivalent to the Register of Construction Merchants which pursuant to the laws and regulations of the relevant country attests to the Participant's right to perform designing.

### 8. SUBMISSION OF SKETCH DESIGNS

- 8.1. The Sketch Designs must be submitted in one copy to the Secretary-in-Charge of the Jury from 18 October 2021, 10 am till 4 pm, in Riga, Torna iela 11. The Sketch Designs submitted disregarding the requirements of the Brief and the requirements for ensuring the anonymity of the Participants until the disclosure of the mottoes, or submitted after the specified deadline, will not be accepted for consideration.
- 8.2. The Secretary-in-Charge of the Jury shall register the submitted Sketch Designs in the order of their submission, indicating the date and time of their receipt, and the contact person, and ensure their storage. On the submitted Sketch Design, without opening it, a mark is made, indicating the date and time of its receipt and the registration number. The person submitting the package can receive a confirmation note attesting the submission of the Sketch Design.
- 8.3. If the Sketch Design is sent by post, the Participant shall assume the risk and ensure safe receipt of the package with the Sketch Design and the disclosed motto by the Commissioner at the address indicated in Clause 8.1 of the Brief by the deadline of Sketch Design submission.
- 8.4. The Participant of the Competition can make amendments to the submitted Sketch Design, supplement or withdraw it before the deadline for submission of Sketch Designs. Any Sketch Design withdrawn by the Participant before the deadline for Sketch Design submission or received by the Commissioner after the deadline for Sketch Design submission will not be opened and examined.

## 9. RUNNING OF THE COMPETITION

- 9.1. In a closed meeting, the Secretary-in-Charge of the Jury and Commissioner's representatives shall open the packages of the submitted Sketch Designs marked "Sketch Design", and prepare submitted materials for verification and evaluation.
- 9.2. After the deadline for submission of the Sketch Designs, the Secretary-in-Charge of the Jury shall organise the work of the Technical Committee and the Jury.
- 9.3. At first the submitted Sketch Designs shall be evaluated by the Technical Committee. The Technical Committee shall prepare a conclusion on the conformity of the

- submitted Sketch Designs to the requirements set out in the Competition Brief and the Designing Programme, which shall be submitted to the Jury. This conclusion is of a binding analytical and informative nature.
- 9.4. Within one month after the deadline for the Sketch Design submission the Secretary-in-Charge shall organise the work of the Jury.
- 9.5. The Jury shall examine all Sketch Designs. If the Participant has failed to comply with any of the minimum requirements for the Sketch Design set out in the Brief and Designing Programme, the Jury may decide to exclude this Participant and the particular Sketch Design from further evaluation due to significant non-compliance, making a note of this in the Jury's conclusion.
- 9.6. If the Jury finds markings on the Sketch Design or the materials attached to it that could in any way identify the Participant, it shall exclude the Sketch Design from further evaluation, making a note of this in the Jury's conclusion.
- 9.7. The Jury may carry out a preliminary selection of proposals based on their quality and may further examine in detail and assess proposals that are moderately good and good.
- 9.8. The Jury may invite an expert or experts as advisors for evaluation of the Sketch Designs. The experts and the Secretary-in-Charge of the Jury shall not participate in decision-making on distribution of the awards.
- 9.9. The members of the Jury shall evaluate each Sketch Design individually, during the evaluation ensuring the anonymity of the Participants until the making of the decision on the Competition results. The Jury's decision is final.
- 9.10. The Jury shall evaluate the submitted Sketch Designs according to the evaluation criteria set out in Clause 10.
- 9.11. The Jury shall summarise the results of the Competition, select the best Sketch Designs, nominate them for awarding, decide on distribution of awards, and prepare recommendations to the Commissioner on the further use of the Sketch Designs.
- 9.12. The Jury may decide on the Competition results if no less than two thirds of the Jury's members are taking part in its session.
- 9.13. The Jury shall make its decision no later than 4 weeks after the deadline for submission of the Sketch Designs. The Secretary-in-Charge of the Jury shall publish the results of the Competition within two weeks after the Jury's decision on the website of the Competition.
- 9.14. Determining the winner, the Jury shall make a decision by open voting. The Jury shall make its decisions by simple majority voting. Each member of the Jury shall have one vote. If the number of votes is the same, the vote of the Chairperson of the Jury shall be a decisive one.
- 9.15. After summarising the individual evaluations of the members of the Jury, the Secretary-in-Charge shall prepare the opinion, which includes:
  - 9.15.1. information about the evaluated sketch designs;
  - 9.15.2. the Jury's evaluation of each sketch design;
  - 9.15.3. a compilation of individual assessments of the Jury members;
  - 9.15.4. experts' statements if there are any;
  - 9.15.5. the Jury's conclusion on the distribution of awards;
  - 9.15.6. a recommendation to the Commissioner on further use of Sketch Designs.

- 10.1.The Jury shall evaluate the submitted Sketch Design according to the following evaluation criteria:
  - 10.1.1. blending of the building within the overall cityscape and fulfilment of the urban environment requirements, including:
  - compliance of the construction idea with the construction regulations;
  - compliance with the cultural heritage context and fitting within the urban scale;
  - the quality of the solutions for the improvement of the territory and accessibility of the environment;
  - 10.1.2. architectural quality, functionality of the building complex and compliance with the requirements of the Brief and the Designing Programme, including:
  - novelty and originality of the architectural idea;
  - suitability of the layout and architectural vocabulary for the purpose of use of the building complex (incl. the choice of façade materials, their aesthetic quality and colours/textures/finishes);
  - 10.1.3. other specific criteria at the Jury's discretion.

### 11. ANNOUNCEMENT OF RESULTS AND PAYMENT OF PRIZE MONEY

- 11.1. After the decision has been made about the award-winning entries, the Chairperson of the Jury shall open the envelopes of the award winners containing their documents, disclose the mottoes and announce the names of the authors of the winning Sketch Designs. All the members of the Jury who are present shall sign the sheets with the motto of the award-winning Sketch Design and information about its authors.
- 11.2. The Secretary-in-Charge of the Jury shall indicate the mottoes and the names of the authors of the award-winning Sketch Designs in the Jury's report.
- 11.3. If any shortcomings are identified or if the application or qualification of the Participant to be awarded do not comply with the Competition Brief, the Jury shall decide on options how to remedy the shortcomings or shall decide to award the prize to the runner-up.
- 11.4. After the Jury's session, the Secretary-in-Charge of the Jury shall prepare the Report on the Sketch Design Competition, accompanied by the minutes of the Jury's session containing:
  - 11.4.1. the annotation and the aim of the Competition;
  - 11.4.2. Commissioner's name, address and other details;
  - 11.4.3. information about the number of participants who took part in the Sketch Design Competition;
  - 11.4.4. composition of the Jury;
  - 11.4.5. Jury's decision on the prize-winners and distribution of awards.
- 11.5. Upon request the Secretary-in-Charge of the Jury shall issue to the Participants of the Competition who are not prize winners the submitted proposals within 10 calendar days after publication of the Competition results on the Competition website. If within two months after the publication of the results on the Competition website the Participant of the Competition does not collect the submitted Sketch Design, it will be destroyed.

### 12. NEGOTIATION PROCEDURE

12.1. After the announcement of the winners of the Competition, the Commissioner shall invite the first-prize winner of the Competition, unless the Jury has decided otherwise,

- to the negotiation procedure on conclusion of a contract for development of the construction design for the Competition object and author's supervision.
- 12.2. The time period suggested by the Commissioner for the development of the construction design in a minimum composition is 8 (eight) calendar weeks since the date of concluding the contract. The time period allocated for the development of the construction design is 6 (six) calendar months after the receipt of a construction permit, excluding 60 calendar days required for the experts' examination of the construction design which is ensured by the Commissioner. The desired duration of construction until the putting of the buildings into operation is 18 months from the receipt of the permit for commencement of construction works.
- 12.3. Upon the receipt of the invitation, the prize-winner of the Competition shall submit to the Commissioner the proposals prepared in accordance with the requirements specified in the negotiation procedure.

#### 13. COPYRIGHT AND FINAL PROVISIONS

- 13.1. Submitting the Sketch Design, the Participants of the Competition shall agree to all terms and conditions of the Competition and shall be responsible for the accuracy of the information provided in the proposal.
- 13.2. The Commissioner shall acquire non-exclusive, territorially unrestricted rights to use the Sketch Design submitted to the Competition in regard to its presentation to the public, display at the exhibition or public discussion. The Participants of the Competition shall agree to the announcement (the first publication) of the Sketch Designs. The Commissioner's rights shall be valid from the date of the Sketch Design submission and remain valid as long as the Sketch Designs are protected by the Copyright Law. The exhibition and public discussion of the Sketch Designs will be held after the announcement of the Jury's decision.
- 13.3. The Participant of the Competition shall be responsible for any third party claims related to the copyright to the documentation and/or parts of the proposal.
- 13.4. The documentation issued to the Participant as part of the Competition Brief shall be considered personal and confidential, and it shall not be disclosed to any third party. The Competition Brief and the documentation issued may not be used for any purpose other than the development of this Sketch Design.
- 13.5. The Participant of the Competition shall undertake to resolve at his/her own expense any disputes with third parties in court in regard to the ownership and/or violations of the author's personal rights and/or author's property rights stipulated in the Copyright Law, without involving the Commissioner in any of these disputes.
- 13.6. All disputes related to the Competition shall be settled in the competent court of the Republic of Latvia in accordance with the laws and regulations of the Republic of Latvia.
- 13.7. The prize winners of the Competition shall transfer to the Commissioner all author's property rights (except the rights referred to in Section 15(1)(11) of the Copyright Law) to the award-winning Sketch Design in full without any terms and conditions at the moment when the Sketch Design that has been submitted to the Commissioner has been evaluated by the Jury of the Competition, after the Jury's decision has been announced and the prize money has been paid to the winners of the Competition. The author's moral rights shall be retained in accordance with the applicable laws and regulations of the Republic of Latvia.
- 13.7. The issues that are not covered in these regulations shall be resolved in accordance with the laws and regulations of the Republic of Latvia.
- 13.8. The award-winning authors have the right to further develop and implement the Sketch Design. The interested parties shall agree in writing on the form of author's participation in further development and implementation of the project.

# 14. DOCUMENTS AND MATERIALS OF THE COMPETITION

- 14.1. All Competition documentation has been prepared digitally.
- 14.2. The Brief has the following appendices:
  - Appendix. 1. Designing Programme of the Competition.
  - Appendix. 2. A list of Competition source materials (to be used together with the attached file "Source\_materials\_of\_the\_Competition")
  - Appendix. 3. A form for disclosure of the motto.
  - Appendix. 4. The Participant's application for participation in the Competition.
  - Appendix. 5. The Participant's declaration of the involvement of the required human resources.
  - Appendix. 6. The Participant's experience (CV) in provision of equivalent services.
  - Appendix. 7. A form of estimated costs of development of the construction design and provisional costs of author's supervision.