MOBA **[BYS]** COMPETITION TERMS AND CONDITIONS

Revitalization of the Ješutovo square and the II. odboje square in Bystřice

The town of Bystřice,

in compliance with the Act on Public Procurement, the Competition Code of the Czech Chamber of Architects, the Building Act, the Act on the Practice of Certified Architects and Chartered Engineers and Technicians Engaged in Construction, with regard to relevant provisions of the Civil Code, announces on open single-stage architectural-landscape competition to submit designs of "Reconstruction of the Ješutovo square and the II. Odboje square in Bystřice", and issues the following competition terms and conditions.

In compliance with existent legislation:

The Act on Public Procurement: no. 134/2016 Coll. – hereinafter **"the Act**", as last amended **The Competition Code** of the Czech Chamber of Architects dated 24^{th} April 1993, as last amended

The Building Act no. 183/2006 Coll., on Town and Country Planning and Building Code, as last amended

The Act on the Practice of Certified Architects and Chartered Engineers and Technicians Engaged in Construction, as last amended

Relevant provisions of the Civil Code, § 1772 to 1779 of the act no. 89/2012 Coll., as last amended

1) CONTRACTING AUTHORITY, ORGANISER, JURY AND JURY ASSISTING BODIES, CALLED-IN SPECIALISTSCHYBA! ZÁLOŽKA NENÍ DEFINOVÁNA.									
	1.1. 1.2. TERMS AN 1.3. 1.4. 1.5.	CONTRACTING AUTHORITY							
2) COMPETITION TYPE, AIM AND SUBJECT, COMPETITION LANGUAGE4									
	2.1. 2.2. 2.3. 2.4.	COMPETITION TYPE							
3) FOLLOW-UP NEGOTIATIONS AND FOLLOW-UP CONTRACT5									
	3.1. 3.2. 3.3. 3.4.	PRIVATE NEGOTIATIONS							
4)	CONT	ESTANTS6							
	4.1. 4.2.	TERMS OF ENTERING THE COMPETITION							
	CONDITIO	NS6							
RE	COM SOURCE:	NS6 PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION7							
RE	COM SOURCES ID SITE II 5.1.	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION7 COMPETITION CONDITIONS AND RESOURCES							
RE	COM SOURCES ND SITE II 5.1. AVAILABIL	PETITION CONDITIONS, COMPETITION 5, THEIR AVAILABILITY AND EXPLANATION, NSPECTION							
RE	COM SOURCES ID SITE II 5.1.	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION7 COMPETITION CONDITIONS AND RESOURCES							
RE	COM SOURCES ID SITE II 5.1. AVAILABIL 5.2. 5.3.	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION							
RE	COM SOURCES ID SITE II 5.1. AVAILABIL 5.2. 5.3. EXPLANAT 5.4.	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION							
RE	COM SOURCE: D SITE II 5.1. AVAILABIL 5.2. 5.3. EXPLANAT 5.4. COM 6.1. REQUIREN 6.2. 6.3. 6.4. 6.5. 6.6. 6.7. 6.8.	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION							
RE AN 6) 7)	COM SOURCE: D SITE II 5.1. AVAILABIL 5.2. 5.3. EXPLANAT 5.4. COM 6.1. REQUIREN 6.2. 6.3. 6.4. 6.5. 6.6. 6.5. 6.6. 6.7. 6.8. CONDITIO ASSES	PETITION CONDITIONS, COMPETITION S, THEIR AVAILABILITY AND EXPLANATION, NSPECTION							

	7.2.	COMPETITION ENTRIES JURY ASSESSMENT	10			
8)	PRIZE	S AND AWARDS	11			
	8.1. 8.2.	TOTAL PRIZE AND AWARD MONEY Prizes				
	8.3.	Awards	11			
	8.4.	DIFFERING PRIZES AND AWARDS DISTRIBUTION				
	CONDITIO	NS, POSSIBLE OMISSIONS OF SOME PRIZES AND				
	AWARDS CONDITIONS					
	8.5.	COMPETITION PRIZES AND AWARDS TAXATION				
	REQUIREN	IENTS	11			
9)	СОМ	PETITION COURSE	12			
	9.1.	COMPETITION TERMS AND CONDITIONS TALKS				
	PRIOR TO	COMPETITION ANNOUNCEMENT	12			
	9.2.	COMPETITION ANNOUNCEMENT	12			
	9.3.	COMPETITION ENTRY SUBMISSION	12			
	9.4.	DESIGN EXAMINATION	12			
	9.5.	JURY EXAMINATION MEETING	12			
	9.6.	COMPETITION COURSE REPORT	13			
	9.7.	BEST DESIGN SELECTION AND RESULTS				
	ANNOUNCEMENT					
	9.8.	COMPETITION DESIGNS VIEWING	13			
	9.9.	COMPETITION TERMINATION, COMPETITION				
	CANCELLA	TION	13			
	9.10.	COMPETITION PRIZE AND AWARD SETTLEMENT	13			
	9.11.	COMPETITION DESIGNS PUBLIC EXHIBITION	14			
10) DISPL	JTE SETTLEMENT	14			
	10.1.	DISPUTES	14			
	10.2.	FILING A DISPUTE TO INQUIRE INTO THE				
	CONTRACT	TING AUTHORITY ACTIONS	14			
	•	RIGHT, LEGAL CODE, AND COMPETITION				
TE	RMS ANI	O CONDITIONS ACCEPTANCE	15			
	11.1.	COPYRIGHT	15			
	11.2.	LEGAL CODE	15			
	11.3.	COMPETITION TERMS AND CONDITIONS				

1) CONTRACTING AUTHORITY, ORGANISER, JURY AND JURY ASSISTING BODIES, CALLED-IN SPECIALISTS

1.1. Contracting authority

The town of Bystřice Dr. E. Beneše 25 257 51 Bystřice IČO 00231525 representative: Michal Hodík, mayor of the town of Bystřice www.mestobystrice.cz

1.2. Organiser and author of the competition terms and conditions

CCEA MOBA: MOBA studio U Půjčovny 4, 110 00 Praha IČO 61459712 representative: Igor Kovačević, executive director cceamoba.cz

1.3. Jury

1.3.1. <u>Regular members dependent</u>
Michal Hodík, the mayor of Bystřice
Tomáš Russe, member of the development board
1.3.2. <u>Substitutes dependent</u>
Jan Vaněček, architect, co-author of the "U Jelena" house facelift, ateliervas.cz
1.3.3. <u>Regular members independent</u>
Roman Brychta, architect, co-founder of the Projektil studio, projektil.cz and founder of roman brychta architekti
Ondřej Císler, architect, founder of the Atelieru Aoc studio, cisler.cz
Eva Zemenová, architect in the 4DS studio, 4ds.cz
1.3.4. <u>Substitutes independent</u>
Jaroslav Hulín, architect, co-founder of the Pavlíček Hulín architekti studio, pavlicekhulin.cz

1.4. Jury assisting bodies

1.4.1. <u>Competition secretary</u>
Igor Kovačević
igor@cceamoba.cz
1.4.2. <u>Competition entries examiner</u>
Karin Grohmannová
1.4.3. <u>Entries unsealing representative</u>
Yvette Vašourková

1.5. Called-in specialists

1.5.1. <u>Specialists called-in at competition announcement</u>
Vít Dvořák – local plantscape manager
1.5.2. <u>Other called-in specialists</u>
The jury is authorised to ask the contracting authority to invite other specialists.

2) COMPETITION TYPE, AIM AND SUBJECT, COMPETITION LANGUAGE

2.1. Competition type

2.1.1. <u>Based on competition subject</u>
The competition is announced as architectural-landscape.
2.1.2. <u>Based on accessibility</u>
The competition is announced as open.
2.1.3. <u>Based on number of announced stages</u>
The competition is announced as single-stage.
2.1.4. <u>Based on submitted outcome</u>
The competition is announced as design.

2.2. Competition aim

The aim of the competition is to choose and award the best design - solution to the competition subject that will meet the contracting authority requirements as presented in these competition terms and conditions, and requisites, and to choose contestants with whom the contracting authority, in private negotiations in compliance with the provision of § 143 subsection 2, and § 65 of the Act (hereinafter the "PN"), will negotiate a contract in compliance with section 3 of these competition terms and conditions.

2.3. Competition subject

The subject of the competition is to find the best solution to reconstructing the Ješutovo and the II. Odboje squares. The objective of the competition is to find a partner for the town of Bystřice who will design a high-quality and functional public space, and prepare an adequate solution to two most important public places in town.

Estimated building cost without diversions of utility lines are CZK 40 million excluding VAT. The competition will verify the accuracy of estimated building cost, and will indicate the need for its update.

Competition subject requisites are defined in annex P.01 Specification, and it is recommended to comply with them. Competition subject aspects absent from the annex no P.01 are to be dealt with by contestants according to their will. Requisites are defined as optimal but not ultimate.

2.4. Competition language

The competition is announced and will be held in both Czech and English. That is why all parts of competition designs must be written in either Czech, English, or Slovakian.

Should there be any discrepancies or ambiguities, the Czech edition of any competition document takes precedence.

3) FOLLOW-UP NEGOTIATIONS AND FOLLOW-UP CONTRACT

3.1. Private negotiations

In compliance with the provision of § 143 subsection 2, and § 65 of the Act the contracting authority will negotiate a follow-up contract according to section 3.3 of these competition conditions with all awarded contestants. Based on competition results awarded contestants will be invited to tender. If a contract is not signed with any of the invited contestants, I.e. with any of the competition awardees, private negotiations will be terminated without publication.

3.1.1. Tendering by the top awarded contestant

The contracting authority will first invite the contestant whose design scored best to tender, and if a contract is signed with them, the negotiations are thus terminated.

3.1.2. <u>Tendering by the second top scoring contestant</u>

If a contract is not signed in compliance with section 3.1.1, the contracting authority will invite the second best scoring contestant to tender, and if a contract is signed with them, the negotiations are thus terminated.

3.1.3. Tendering by the third top scoring contestant

If a contract is not signed in compliance with section 3.1.2, the contracting authority will invite the third best scoring contestant to tender, and if a contract is signed with them, the negotiations are thus terminated.

3.2. Follow-up design contract conditions

3.2.1. Contracting parties

In PN, also as a contracting party in a design contract, contestants act in the same way they entered the competition, i.e. as they identified themselves in form no. PP.01 Identification. E.g. if a contestant is a natural person (or more persons), the PN as well as signing the contract will be carried out by this natural person (persons).

3.2.2. Meeting the competition terms and conditions declaration

The contestant selected in PN to be contracted will provide the contracting authority with originals or officially certified copies of documents proving the contestant meets the terms and conditions as in section 4.1.

3.2.3. Contracting a contestant who is not a Czech citizen

A contestant who is not a Czech citizen or does not have a seat in the Czech republic must prove upon signing the contract that they are authorised to practise specified development activities in compliance with § 7 subsection 1 letter b) and § 30a of the Act on the Practice of Certified Architects and Chartered Engineers and Technicians Engaged in Construction, or they prove a contract connection with another person who is authorised to practise specified development activities in the Czech republic.

3.3. Commission extent

Following the competition results the contracting authority intends to commission the following basic service stages (SS) when designing a project documentation in compliance with the new standards of architect services:

SS 2 – Construction design; SS 3 – Construction location design; SS 4 – Construction permission design; SS 5 – Construction drawing; SS 6 – Bill of Quantities (including documents and cooperation in choosing the contractor); SS 7 – Architect's supervision

The commission will also include a list of extra services and special services necessary to meet conditions of this public contract, e.g. supplier services, cooperation with the construction authority, cooperation with the contracting authority on dealing with the inspection list, and commissioning the construction. The contractor will also perform necessary site investigation and survey which will be specified in the contract.

3.4. Estimated commission cost

The commission cost as in section 3.3 of these competition terms and conditions will be specified during PN in compliance with the recommended commission cost code of the Czech Chamber of Architects, and with regard to non-binding tender totals. Competition prize will be figured in SS 2.

4) CONTESTANTS

4.1. Terms of entering the competition

Both natural persons and legal persons (or their companies) meet terms of entering the competition if:

- a) they prove that they, or members of their team, in case of legal persons their statutory bodies:
 - a.1) have not participated in devising competition instructions, or competition announcement;
 - a.2) are not a member of the organising team, the jury, the secretary, designs examiner, or a called-in specialist of this competition;
 - a.3) are not spouses, registered partners, partners, direct relatives, regular project partners, immediate superiors, or close colleagues of persons mentioned in sections
 a1) and a2), should such persons be mentioned in competition terms and conditions;
 - a.4) are not members of the contracting authority autonomous bodies, or employees of the contracting authority departments, or legal persons established by the contracting authority that have taken part in discussing and authorising competition terms and conditions, competition instructions, or that will take part in discussing and authorising competition results, tendering results in relation to the competition results and commissioning with regard to the competition;
- b) meet qualification requirements in compliance with § 74 of the Act (details in annex PP.02);
- c) are registered in the business register or another register (does not apply to natural persons and their companies), or are authorised to do construction design (does not apply to persons who do architectural design as a liberal profession);
- d) are authorised persons in compliance with the Act on the Practice of Certified Architects and Chartered Engineers and Technician Engaged in Construction, or are authorised architects or engineers in compliance with the legal practice of the country they are citizens of, or they are registered in.

4.2. Proof of compliance with registration conditions

4.2.1. Declaration

Contestants prove they meet competition terms and conditions as in section 4.1 by submitting a signed declaration (annex PP.02 is a model declaration form).

4.2.2. <u>Proof of compliance with competition registration conditions for teams of more than</u> <u>one natural person</u>

If a competition entry is submitted by a team of more than one natural person, each of these persons must meet conditions as in section 4.1, letters a) and b). Each natural person proves this by signing a relevant part of the declaration as in form PP.02. These persons prove they meet other registration conditions together – the whole declaration is signed by at least one of the team members.

4.2.3. <u>Proof of compliance with competition registration conditions for teams of more than</u> one legal person

If a competition entry is submitted by a team of more than one legal person, each of these persons must meet conditions as in section 4.1., letters b) and c). These legal persons prove they meet other registration conditions together. Legal persons prove they meet qualification requirements in compliance with § 74 subsection 2 of the Act.

4.2.4. Proof of compliance with competition registration conditions by proxy of another

<u>person</u>

Contestants can prove they meet conditions as in section 4.1, letter d) by proxy of another person. However, this person must be the author or co-author of the competition design.

4.2.5. Proof of compliance with competition registration conditions for foreign contestants

Foreign contestants prove they meet competition registration conditions in ways and extent their country of origin legal system requires them to.

5) COMPETITION CONDITIONS, COMPETITION RESOURCES, THEIR AVAILABILITY AND EXPLANATION, AND SITE INSPECTION

5.1. Competition conditions and resources availability

Competition terms and conditions and their annexes (competition resources) are published on the contracting authority profile in a Certified e-tool <u>https://www.vhodne-</u>

<u>uverejneni.cz/profil/00231525</u>, and on the organiser's website cceamoba.cz on the day the competition begins.

5.2. Competition resources

5.2.1. Competition design resources

The contracting authority provides contestants with the following digital resources in these formats:

- P.01. Competition brief (pdf)
- P.02. Terrain heights (dwg)
- P.03. Orthophoto map (jpg)
- P.04. Town projects in the vicinity of given area (pdf)
- P.05. Geologic surveying (doc)
- P.06. Neighbouring buildings facades (jpg)
- P.07. Balance chart to fill in basic construction indicators (xls)

5.2.2. Contestant identification, proof of compliance with competition registration conditions,

and tender total explanation resources

PP.01 Identification – fill-in form (doc)

PP.02 Declaration – fill-in form (doc)

PP.03 Non-binding project work tender total - fill-in form (xls) - to guide the contracting authority through individual entries, it will not be presented to the jury; a new tender total will be negotiated as part of the PN.

5.2.3. Competition resources use

Contestants pledge they will only use these resources to decide on their competition entry, and to work on a competition design.

5.3. Competition terms and conditions explanation (questions)

5.3.1. Queries through the contracting authority profile/e-tool

Contestants can query competition terms and conditions in writing through preferred electronic communication by means of the e-tool.

5.3.2. E-mail queries

Contestants can query competition terms and conditions in writing to the e-mail address of the competition secretary (Igor Kovačević, igor@cceamoba.cz) with the subject "BYS – QUERY".

5.3.3. Query deadline

Query deadline is 13th October 2020.

5.3.4. Query explanation

Explanation (answers) will be published, together with the original query and without inquirer's identification, on both the contracting authority profile and the competition website as supplementary information within 3 days of receiving a query (question). The contracting authority can also publish explanations without the original query.

5.4. Site inspection

With regard to the site accessibility, no organised site inspection will take place.

6) COMPETITION DESIGN

6.1. Competition design form and submission requirements

6.1.1. Obligatory requirements

It is obligatory:

- a) to submit all parts of the competition design as in section 6.2.1;
- b) to submit the competition design in time and according to section 9.4;
- c) the competition design is anonymous as in section 6.8.

Should these requirements not be met, it means the competition design is excluded from jury assessment and will be disqualified.

6.1.2. <u>Recommended requirements</u>

If not stated in these competition terms and conditions otherwise, requirements not listed in article 6.1.1 are considered recommended; failure to meet them is not a reason to exclude competition designs from jury assessment, or to disqualify contestants from the competition.

6.2. Competition design requisites

6.2.1. Competition design parts:

- a) Main presentation file and printed panel ", the Panel" (6.3);
- b) Detailed description file " the Workbook" (6.4)
- c) Identification document file "Contact" (6.5) not to be presented to the jury
- d) Declaration file "Declaration" (6.6) not to be presented to the jury
- e) Non-binding project work tender total file "Tender total" (6.7) not to be presented to the jury

6.2.2. Competition design identification

Both files "the Panel" and "the Workbook" will be marked with the title of the competition at the bottom.

For assessment purposes files will be labelled with a randomly selected number in their title and right bottom corner.

6.3. Main presentation - "the Panel" - online submission and physical submission

6.3.1. Layout and form

Graphic representation will be on one B1-sized portrait oriented panel – a PDF file with a resolution of at least 150 dpi will be submitted through the e-tool. The panel will also be submitted in a printed version backed with a light exhibition board (the so-called KAPA) at the contracting authority address.

6.3.2. Main presentation recommended content

- a) General site situation in its ideal final state, 1:250 and a graphic scale
- b) brief description of presented solution, explanation of the design concept

Any other drawings or diagrams are up to contestants' decision.

6.4. Detailed description - "the Workbook" - online submission

6.4.1. Layout and form

Detailed description will be filed in an A4 size portrait-oriented "workbook"; its recommended volume is 16 pages.

6.4.2. Detailed description recommended content

- a) Title page
- b) Design abstract approx. 500 letters long incl. spaces
- c) Description of presented architectural-landscape solution
- d) Description of presented traffic solution based on various uses of the area
- e) Description of designed street furniture, description of presented structural solution
- f) Description of traffic and land use connections in the area
- g) Filled-in balance chart with basic construction indicators see form P.07.
- h) At least one spatial design visualisation (visualisation, axonometry, drawing, etc.)
- i) A cross-section and lengthwise elevation section view with elementary spot heights, original scale of 1:250, complemented with a graphic scale
- j) At least one detail, deliberately picked, design specific, original scale of 1:10, complemented with a graphic scale
- k) Land use scenario for various occasions and a plan of land use options

- Traffic diagrams depicting pedestrian, bicycle and individual car traffic, including static traffic (parking);
- m) Schematic landscape design intended tree species and new green areas; tree species and green areas to be removed;
- n) Implementation stages diagram, if they are designed;

6.5. Identification document - "Contact" - online submission

Filled-in and signed form PP.01 in a PDF format.

6.6. Identification documents - envelope "Contact" - physical submission

Filled-in and signed document based on the template issued as Annex PP.01 (5.2.2) will be physically submitted separately in an envelope marked "Contact (Author)" and will not be presented to the jury.

6.7. Declaration "Declaration"

Filled-in and signed form PP.02 in a PDF format.

6.8. Non-binding tender total – "Tender total"

Filled-in and signed form PP.03 in a XLS and PDF format.

6.9. Competition design binding anonymous conditions

Competition designs will be presented anonymously. No part of a competition design (except for those specified in these Competition terms and conditions) may contain a name, address or any other marking of a contestant that could lead to their identification and thus breaking the anonymity clause. Designs that break this clause will be disqualified by the contracting authority.

7) ASSESSMENT CRITERIA AND COMPETITION ENTRIES JURY ASSESSMENT

7.1. Assessment criteria

Competition entries criteria assessment are as follows with no order of significance whatsoever:

- a) Architectural-landscape quality;
- b) Functional and working solution;
- c) Structural and technological solution with regard to capital building cost and running cost.

7.2. Competition entries jury assessment

The jury will examine competition entries based on their knowledge and expertise. Such assessment will thus be a highly professional, yet subjective opinion of the jury. This way of assessment is generally considered standard in design competitions and by entering the competition contestants express their consent with this way of assessment.

8) PRIZES AND AWARDS

8.1. Total prize and award money

Total prize and award money is 500.000,- CZK.

8.2. Prizes

8.2.1. <u>First prize</u>
The first prize money is CZK 200,000,-,
8.2.2. <u>Second prize</u>
The second prize money is CZK 150,000,-,
8.2.3. <u>Third prize</u>
The third prize money is CZK 100,000,-.

8.3. Awards

Total special awards money for designs that do not score the top three is CZK 50,000,-. The jury will decide on its distribution during their assessment meeting.

8.4. Differing prizes and awards distribution conditions, possible omissions of some prizes and awards conditions

In compliance with § 10 subsection 8 and § 12 subsection 2 of the Czech Chamber of Architects Competition code the jury can decide, on special occasions, that some of announced prizes or awards will not be decided on and prize and awards money will not be distributed, or will be distributed differently. On special occasions the jury may decide that total prize and awards money is allocated to individual prizes and awards differently. Such decision must be explained in detail by the jury in a competition process protocol, with a record of regular jury members vote as evidence.

8.5. Competition prizes and awards taxation requirements

8.5.1. Natural persons income tax paid in the Czech republic

Any competition prize money awarded to natural persons and exceeding the sum of CZK 10,000,- will be reduced by the 15 % income tax in compliance with § 36 subsection 2 letter i) of the Act no. 586/1992 Coll., on income tax, as last amended, and the contracting authority will pay this tax to the Tax authority in compliance with the Act no. 280/2009 Coll., of the Tax Code.

8.5.2. Corporate income tax paid in the Czech republic

Any competition prize money to legal persons will be paid in full in compliance with the Act no. 586/1992 Coll., on income tax, as last amended; this prize money will be taxed by the legal person in their regular corporate income tax return.

8.5.3. Income tax for contestants who do not pay taxes in the Czech republic

Any prize and awards money awarded to foreign contestants who are not obliged to pay taxes in the Czech republic will be paid in full. These contestants will pay their income tax in compliance with tax regulation of their domicile.

9) COMPETITION COURSE

9.1. Competition terms and conditions talks prior to competition announcement

9.1.1. Jury authorisation

Competition terms and conditions were authorised by the jury in a "per rollam" vote on 3rd August 2020.

9.1.2. Contracting authority authorisation

Competition terms and conditions were authorised by the council of the town of Bystřice on 3^{rd} June 2020 2019, as in resolution no. 16/1/2020.

9.1.3. Validation by the Czech Chamber of Architects

The Czech Chamber of Architects validated the competition terms and conditions in a letter no. 517-2020/DM/Ze on 7th August 2020.

9.2. Competition announcement

The competition was announced on the Tenders Electronic Daily – CZ (https://www.vestnikverejnychzakazek.cz/). The competition starts on the day the announcement is published on the Tender Electronic Daily – CZ. That day is the first day of the competition entry submission deadline countdown.

9.3. Competition entry submission

- 9.3.1. Competition design parts marking
 - a) The title page of both "the Presentation" and "the Workbook" will be marked with the competition title "Reconstruction of the Ješutovo square and the II. Odboje square in Bystřice" at the bottom.
 - b) File names will include the abbreviation of the competition title "BYS".
- 9.3.2. Entry submission possibilities

Competition entries are to be submitted digitally by means of the e-tool.

The only competition entry part to be submitted in paper is "the Panel" (6.3), to be delivered to the address of the contracting authority: Městský úřad Bystřice, Dr. E. Beneše 25, 257 51 Bystřice by post, or in person during the municipality filing office opening hours:

Monday	8:00	-	11:30	12:00	-	17:00
Tuesday	8:00	-	11:30	12:00	-	15:00
Wednesday	8:00	-	11:30	12:00	-	17:00
Thursday	8:00	-	11:30	12:00	-	14:00
Friday	8:00	-	11:30	12:00	-	14:00

The Panel will be wrapped up in a non-transparent wrapping with the competition title on it. Should it be sent by post or through any other postal service, the return address must be: Česká komora architektů, Josefská 34/6, 118 00 Praha 1, to comply with the anonymity clause.

9.3.3. Competition entry submission deadline

The deadline of competition entry submissions is **30th October 2020, 14:00;** decisive is the time of e-tool submission, and "the Panel" must also be present at the filing office.

9.3.4. Late submission

If a competition entry is not submitted to the contracting authority within the given deadline or by means clearly specified in these competition terms and conditions, it is considered as not submitted and it is disqualified from any further selection process. It is contestants' responsibility to submit their entries in compliance with given terms and conditions.

9.4. Design examination

Preliminary design examination will be carried out by the competition design examiner after submission deadline in cooperation with the entries unsealing representative in such a way that design author identification in only known to the entries unsealing representative. The examiner will write a report summarising the outcome of meeting the design obligatory requirements (as in 6.1.1), and provide it to the jury and annex it to the competition course report. The examiner will label designs with a random number under which they will be presented to the jury.

9.5. Jury examination meeting

The preliminary jury examination meeting date is set to October 2020. An exact date of the jury examination meeting will be set in the course of the competition.

9.6. Competition course report

All jury meetings will be reported on by the secretary, or another person authorised by the jury head (competition course report), and the report will be signed and thus authorised by all present jurors, and the record-keeper. The competition course report will contain the following in particular:

- a) written pledges and declaration of impartiality by the jury members;
- b) records of all jury meeting including vote records;
- c) competition documentation explanation report that originated within competition submission deadline;
- d) design submission and examination report;
- e) list of all competition designs to be assessed;
- f) contestants and authors information;
- g) jury decision on the selection of best designs, on their ranking, on prizes and awards distribution including its reasoning, and other jury recommendations;
- h) jury meetings attendance lists;
- i) varying jury members opinions should these members explicitly ask for them to be recorded.

9.7. Best design selection and results announcement

9.7.1. Best design selection

When selecting the best design the contracting authority is bound by jury decision. The contracting authority will authorise best design selection within 90 days of the jury decision. For reasons listed in § 148 subsection 7 of the Act and § 11 subsection 1 of the Competition Code the contracting authority can decide on new competition designs assessment.

9.7.2. Competition results announcement

The contracting authority will announce competition results and best selected designs on the contracting authority profile within 10 days of best design selection authorisation by the contracting authority. The announcement will be annexed with a competition course report. The competition result will be published by the contracting authority after best selected designs decision is delivered, and that by means that were used to announce the competition.

9.8. Competition designs viewing

The day competition results and records are published is the start of a 15 days long deadline of competition designs viewing. Competition designs will be accessible at the contracting authority upon request.

9.9. Competition termination, competition cancellation

9.9.1. Competition termination

The competition is terminated when:

- a) deadline for filing a protest against best designs selection expires in compliance with § 241–244 of the Act and § 13 of the Competition Code, if no protests are filed;
- b) if a protest is filed, the deadline for motion proposal to inquire into the contracting authority actions by the Office for the Protection of Competition expires in compliance with § 251 subsection 2 and 3 of the Act, if such proposal is not filed;
- c) if motion proposal is filed in compliance with § 251 of the Act, a decision on administrative procedure stop or proposal rejection comes into effect.

9.9.2. Competition cancellation

The contracting authority reserves the right to cancel the competition. Should the competition be cancelled without announcing a new one, the contracting authority is obliged to compensate such contestants who prove they had started working on or worked up a competition design before the competition was cancelled, and that adequately (proportional share of up to the total prize and awards money, i.e. a proportional share of CZK 500,000,- is considered adequate). The proportionate share will be ruled by the contracting authority in cooperation with the jury, one contestant can receive compensation of up to CZK 50,000,-.

9.10. Competition prize and award settlement

Prizes and awards will be settled within 50 days of best designs selection authorisation by the contracting authority, or within one week from an arbitration ruling notice, if such arbitration was conducted. If the competition is cancelled, competition compensation is to be settled within 50 days from the date of the competition cancellation.

9.11. Competition designs public exhibition

A public exhibition of competition designs will open within 3 months after the best design decision was announced.

10) DISPUTE SETTLEMENT

10.1. Disputes

10.1.1. Legislation

Contestants can dispute the contracting authority actions in the course of the design competition in compliance with part 13 of the Act.

10.1.2. Means of filing

Each contestant is entitled to file well-founded disputes against formal actions of the jury and that within 15 days after best design selection announcement has been received. Disputes must be filed by contestants ("complaining party") in writing, they must include information on who files them, what jury or contracting authority action/s they dispute, in what way are competition terms and conditions considered violated, and what does the complaining party demand.

10.1.3. <u>Settlement</u>

Filed disputes will be reviewed by the contracting authority in full; the complaining party will be notified in writing within 15 days from the dispute filing whether the dispute will be settled or not, and why. If the contracting authority decides to settle the dispute, it will state how such rectification will be executed, and all contestants will be notified. If the contracting authority rejects the dispute, it will notify the complaining party in writing about their right to file an arbitration proposal with the Czech Chamber of Architects Professional Tribunal Chairperson (in case of the best design selection decision), and a motion proposal to review the contracting authority actions with the Office for the Protection of Competition.

10.2. Filing a dispute to inquire into the contracting authority actions

10.2.1. Legislation

Motion proposal to review the contracting authority actions requirements, and further actions of the complaining party comply with provisions of § 249 and following of the Act.

10.2.2. <u>Means of filing</u>

The motion proposal is to be delivered to both the Office for the Protection of Competition and the contracting authority within 10 days from the contracting authority ruling on disputes, or within 25 days from filing a dispute, if the contracting authority has not ruled about the dispute yet.

11) COPYRIGHT, LEGAL CODE, AND COMPETITION TERMS AND CONDITIONS ACCEPTANCE

11.1. Copyright

11.1.1. Design copyright protection in the relation contestant - author

Contestants prove they hold design copyright as part of the PN.

- 11.1.2. Design copyright protection in the relation contestant contracting authority
- Competition design authors keep their copyright, they can publish their competition designs.

11.1.3. <u>Design reproduction and exhibition as part of the competition</u>

By submitting their competition designs contestants consent with their free reproduction and exhibition as part of promoting the competition and its results.

11.1.4. <u>Competition design ownership</u>

By submitting their competition designs contestants consent the contracting authority can use their author designs in this competition.

Other use of competition designs or their part than those stated in these competition terms and conditions are to be consulted with and permitted by the authors.

11.2. Legal code

The competition abides by the Czech legal code.

11.3. Competition terms and conditions acceptance clause

11.3.1. <u>Consent of the contracting authority, organiser, jury, jury assisting bodies, and</u> <u>called-in specialists</u>

By their participation in this competition the contracting authority, organiser, jury assisting bodies, jury members, and called-in specialist confirm they have read all competition terms and conditions, and they pledge they will abide by and honour these competition terms and conditions as a contract.

11.3.2. <u>Consent of the contestants</u>

By submitting their competition designs contestants consent with all competition terms and conditions. Contestants are aware of and consent that the jury will assess competition entries based on their professional expertise and experience of its members. Such assessment is, to a certain extent, a highly professional, yet subjective opinion of the jury. This way of assessment is generally considered standard in design competitions, and by entering the competition contestants consent with such assessment.