

**APPROVED:**

Ülo Adamson

LTD "Tērbatas dārzs" board member

August 26, 2024

AN OPEN ARCHITECTURE SKETCH DESIGN COMPETITION  
WITH INVITED PARTICIPANTS  
**"TERBATAS DĀRZS" CITY QUARTER DEVELOPMENT**

BRIEF

Riga, 2024

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

- 1.1. Commissioner** – Limited liability company "Tērbatas dārzs", legal address: 31 k-3 Cēsu Street, Riga, LV-1012, phone: +372 5139424, e-mail: ulo@estera.lv
- 1.2. Competition Object** – city quarter "Tērbatas dārzs" in Riga, located between Kr. Barona, Lielgabalu, Tērbatas and Artilērijas Streets in the protection zone of the UNESCO Cultural and Natural World Heritage Site "Historic Center of Riga" and the territory of the urban monument of national importance "Historic Center of the City of Riga" (state protection No. 7442).
- 1.3. Zone A** – Stage 2 (75 Krišjāņa Barona Street, Riga), Stage 3 (78B Tērbatas Street, Riga), and Stage 4 (75A Krišjāņa Barona Street, Riga) of the Competition Object construction, where three residential buildings (with commercial areas on the ground floor) with a total ground gross building area of 33,250 m<sup>2</sup> have to be established.
- 1.4. Zone B** – Stage 5 (75B Krišjāņa Barona Street, Riga) and Stage 6 (78C Tērbatas Street, Riga) of the Competition Object construction, where two residential buildings (with commercial areas on the ground floor) with a total ground gross building area of 21,360 m<sup>2</sup> have to be established.
- 1.5. Competition Purpose** – using a creative and free competition between the Competition Participants to obtain an architecturally valuable and economically justified solution for the facades of residential buildings (and other elements as specified in the documents of the Brief) in the city block "Tērbatas dārzs", corresponding to the principles and traditions of the construction of the Historic Center of Riga and the requirements of this Brief (including the Designing Program), as well as to choose a cooperation partner for the project development of the minimal composition.
- 1.6. Competition Subject** – the high-quality architectural form of the five new buildings of the city block "Tērbatas dārzs", which would organically fit into the urban environment, correspond to the scale of the surrounding buildings, the principles of composition and the specifics of the urban construction structure of the particular place. The Competition is held in parallel for two Competition Object development zones: Zone A and Zone B. The best architectural design of the building facades of each zone (and other elements, as defined in the documents of the Brief) obtained as a result of the competition will serve as the basis for the relevant project development in the minimal composition.
- 1.7. Competition Winner** – a Competition Participant chosen by the Jury in Competition Round 2 as an author of the relatively best Sketch Design.
- 1.8. Sketch Design** – the offer prepared by the Competition Participant and submitted within the framework of Competition Round 2 for the Competition object in the scope specified in the Brief (including the Designing Program).
- 1.9. Brief** – the particular brief of the Competition and all its appendices listed in Clause 15 to the Brief. Any reference to the Brief shall be deemed a reference to the Brief and all of its appendices.
- 1.10. Technical Commission** – experts appointed by the Commissioner, who review the submitted Sketch Designs and their compliance with the requirements of the Brief before the work of the Jury begins.
- 1.11. Interested Competition Participant** – any legal or natural person, as well as an association of such persons in any combination, interested and willing to participate in the Competition.
- 1.12. Invited Competition Participant** – Interested Competition Participant who has submitted an application in Competition Round 1 and to whom the Commissioner has sent an invitation to submit a Sketch Design in Competition Round 2.
- 1.13. Competition Participant** – any natural or legal person, as well as the association of such persons in any combination, who has submitted a Sketch Design in Round 2 of the Competition. The member of the Jury and the Coordinator of the Jury do not have the

right to be a Competition Participant, as well as to represent a Competition participant, or otherwise be in a relevant situation of the conflict of interest.

**1.14. Participant** – Interested Competition Participant and Invited Competition Participant.

**1.15. Competition** – open architectural Sketch Design Competition or "Development of the city block "Tērbatas dārzs"" with Invited Participants, which is held in the following two rounds:

1.15.1. **Competition Round 1** – Competition Round (already closed), in which participation was freely available to all natural and legal persons, as well as associations of such persons in any combination thereof. The interested Competition Participant had to submit an application for Competition Round 1 and attach all the documents following the requirements specified in Clause 6.1 to the Brief. The Commissioner will select the Invited Competition Participants for their further participation in Competition Round 2 from the 26 (twenty-six) applications already received.

1.15.2. **Competition Round 2** – Competition Round in which can participate:

1.15.2.1. **Invited Competition Participant** –the Commissioner, based on the results of the selection of the Competition Round 1, will invite three Interested Competition Participants to perform the architectural design of the facades of buildings in Zone A (and other elements, as defined in the documents to the Brief) and three Interested Competition Participants to perform the architectural design of the facades of buildings in Zone B (and other elements, as defined in the documents to the Brief).

1.15.2.2. Any **Interested Competition Participant**, who has not submitted an application in Competition Round 1 or who has submitted an application in Competition Round 1, but has not been selected as an Invited Participant, as well as such an Invited Participant who has been invited to submit a Sketch Design, for example, for the architectural design of a building in Zone A, but wants also submit the Sketch Design for Zone B.

**1.16. Competition timeline** – from June 10, 2024 to November 25, 2024:

1.16.1. **Competition Round 1** – from June 10, 2024 to August 16, 2024:

- 1) Submission of applications by Interested Competition Participants from June 10, 2024, to June 21, 2024, 5 p.m. (already closed);
- 2) Examination and selection of applications of Interested Competition Participants for Competition Round 2 – from July 1, 2024 to August 12, 2024 (inclusive);
- 3) Sending invitations to Interested Competition Participants chosen by the Commissioner for participation in Competition Round 2 as Invited Participant – until August 16, 2024 (inclusive).

1.16.2. **Competition Round 2** – from August 26, 2024, to November 25, 2024.

**1.17. Jury** – the Commission approved by the Commissioner in the following composition, as well as the Coordinator of the Jury:

|    |                         |                                    |  |
|----|-------------------------|------------------------------------|--|
| 1. | Chairperson of the Jury | Representative of the Commissioner | Ülo Adamson                            |
| 2. | Member of the Jury      | Representative of the Commissioner | Aivar Kempfi, civil engineer (Estonia) |
| 3. | Member of the Jury      | Architect                          | Sten Ader (Estonia)                    |
| 4. | Member of the Jury      | Foreign architect                  | Robert Martin (Sweden)                 |

|    |                         |   |                                     |
|----|-------------------------|---|-------------------------------------|
| 5. | Member of the Jury      | Representative of the National Heritage Board   | Jānis Zilgalvis                     |
| 6. | Member of the Jury      | Representative of the Riga City Council Development Department                                      | Katrīna Tretjakova                  |
| 7. | Member of the Jury      | Representative of the city architect's service  | Jānis Bērziņš                       |
| 8. | Member of the Jury      | Architect, member of the Latvian Association of Architects  | Juris Bērziņš                       |
|    | Coordinator of the Jury | Representative designated by the Commissioner (participates in Jury meetings without voting rights) | Dace Kalvāne, arhitekta, LAS biedre |

If any of the Jury members cannot participate or refuses to take part in the evaluation of the submitted Sketch Designs (including in case of conflict of interest), the Commissioner has the right to change the composition of the Jury by announcing it on the website <https://terbatasdarzs.metukonkurss.lv/>.

**1.18. Coordinator of the Jury** – a person appointed by the Commissioner who ensures the smooth running of the Competition and is responsible for the anonymity of the submitted Sketch Designs and the mottoes of the Participants until the end of the evaluation period of the Sketch Designs. The Coordinator of the Jury is not a member of the Jury.

**1.19. Competition language** – Latvian and English. In cases where contradictions arise the Latvian language is ruling. The Participant shall at his own expense ensure the translation of those Competition documents (including all basic materials) not available in English, but necessary for the Participant to create the Sketch Design. Competition Participants submit questions in Latvian or English following the procedures specified in the Brief, and the Commissioner ensures that all questions and answers are published in both Latvian and English.

## 2. EXPENSES

**2.1.** Expenses related to the organization and implementation of the Competition are covered by the Commissioner. The Commissioner also provides remuneration to the members of the Technical Commission and the Jury.

**2.2.** Submission of the application in Competition Round 1 and submission of the Sketch Design in Competition Round 2 is an expression of the Interested Competition Participant's free will, therefore, regardless of the results of the Competition, the Customer does not assume responsibility for the expenses related to the development of the application for Competition Round 1, creation and submission of the Sketch Design to Competition Round 2, as well as any other expenses related to participation in the Competition.

**2.3.** The maximum amount of the design contract, which the Commissioner has provided for the project development in the minimal composition of zone A (Competition Object construction Stages 2, 3, and 4) is **EUR 100,000.00** (one hundred thousand euros, 00 cents), excluding VAT. The mentioned remuneration is meant as the total remuneration for **three construction projects' development** in the minimal composition (a separate construction project with the minimal composition has to be developed for each

construction stage of the Competition object). The maximum amount of the design contract, which the Commissioner has provided for the construction projects in the minimal composition of Zone B (Competition object construction Stages 5 and 6) is EUR 64,000.00 (sixty-four thousand euros, 00 cents), excluding VAT. The mentioned remuneration is meant as the total remuneration for **two construction projects' development** with the minimum composition (a separate construction project with the minimum composition has to be developed for each Competition object construction stage).

### **3. BACKGROUND AND SCOPE OF THE COMPETITION**

**3.1.** The architectural development of the Competition object (city block "Tērbatas dārzs") includes, among others, the following implemented activities:

- 3.1.1. for obtaining the best block development proposal concerning urban planning and architectural design in 2014/2015 an international open architectural Sketch Design Competition "Creation of an urban structure in Riga, 75 Krišjāņa Barona Street" was held, as a result of which in March 2015, the proposal of the urban planning concept of the block proposed by the Estonian architects' office "Kadarik Tüür Arhitektid OÜ" was recognized as the best;
- 3.1.2. construction solutions and principles of the Estonian architects' office "Kadarik Tüür Arhitektid OÜ" accepted as a result of the aforementioned architectural competition were taken as the basis of the development of the detailed plan of the block which was approved by the decision of the Riga City Construction Board of February 12, 2018 no. BV-18-22-ls;
- 3.1.3. the detailed plan determines both the construction guidelines for the development of the entire block and a detailed solution for the volume of Stage 1 of the block's construction (78A Tērbatas Street, Riga), as well as regulates the division of the block's land units;
- 3.1.4. based on the detailed plan, as well as on relevant construction project of the minimum composition, for the implementation of Stage 1 of the block development (78A Tērbatas Street, Riga) on April 14, 2023, a building permit "Construction of a new multi-story apartment building in Rīga, 78a Tērbatas Street (Green Corridor)" was issued (construction case no. BIS-BL-663601-90127);
- 3.1.5. observing the building guidelines specified in the detailed plan, the restrictions and requirements stipulated by rules and laws of the relevant institutions (including the Law on Preservation and Protection of the Historic Centre of Riga and the binding regulations of the Riga City Council of February 7, 2006 No. 38 "Rules for the use and development of the territory of the Historic Centre of Riga and its protection zone"), the Commissioner's economic considerations and the interest protected by law (including Article 105 of the Constitution of the Republic of Latvia and Article 927 of the Civil Law) to obtain all possible benefits from the property, Competition Participants, when developing the Sketch Designs, must, among other things, observe the following and already formulated parameters of the planned development of "Tērbatas dārzs" block, which are defined in more detail in the Clauses 7.3. and 7.4. to the Competition Designing program and in the Competition Materials specified in Appendix 6 of the Brief.

**3.2.** Taking into account the aforementioned, as well as the documents to the Brief (including the Competition Designing Program and Competition materials), it is expected that Sketch Designs will include, among other things, the high-quality architectural design of the five new buildings of the city block "Tērbatas dārzs" for the following elements:

- 3.2.1. building facades;
- 3.2.2. ground floor plans of the buildings, but providing a place for a food supermarket in the construction Stage 6 of the Competition Object;
- 3.2.3. locations of entrances – gates (arches) on the ground floors of buildings;

- 3.2.4. architectural accents in street corners of Competition Object (construction Stages 2, 5, and 6) and at the ends of public outdoor space lanes (passages) in the direction from Lielgabalu Street to Artilērijas Street (Competition Object construction Stages 4 and 5) and in the perspective of Dainas Street (Competition Object construction Stage 2);
- 3.2.5. architectural accents for arcades built parallel to Kr. Barona and Tērbatas Streets;
- 3.2.6. rearrangement of the mutual boundaries of the land units of Competition object construction Stages 5 (75B Krišjāņa Barona Street, Riga) and 6 (78C Tērbatas Street, Riga).

#### **4. REMUNERATION AND PRIZE MONEY**

- 4.1. The total amount of remuneration and prize money of the Competition for the six Invited Competition Participants of the Competition Round 2 is **EUR 72 000,00 (seventy-two thousand euros, 00 cents)**, excl. VAT. Each Invited Competition Participant of Competition Round 2, who has submitted a Sketch Design and the Jury has recognized it as complying with the Brief, will receive a remuneration of EUR 12,000.00 (twelve thousand euros, 00 cents) excl. VAT. The Jury has the right to refuse to pay remuneration to the Competition Participants if: (i) the prepared Sketch Design has not been accepted under Clause 8.2 to the Brief, (ii) they are disqualified under Clause 10.4. to the Brief, or (iii) their submitted Sketch Design is excluded from further evaluation under Clause 10.7. to the Brief.
- 4.2. The prize money will be awarded if, by the Jury's decision, the winner of the Competition is a non-invited Competition Participant to whom the Commissioner will award a prize money of EUR 12,000.00 (twelve thousand euros, 00 cents), excl. VAT.
- 4.3. The remuneration for the participation in the Competition or prize money is paid out within 14 (fourteen) days after the confirmation and announcement of the Competition results and after receiving the respective invoice duly drawn up by the particular Competition Participant, by transferring the relevant amount to the Participant's account specified in the invoice as mentioned above and opened in one of the banks of the European Union.
- 4.4. Except as stipulated in Clause 4.1 to this Brief, no corrections (including increases) are applied to the remuneration for participation in the Competition and the prize money and it includes all taxes, fees, withholdings, and other mandatory payments established by law (current and future) applicable in the Republic of Latvia and, if it differs, in the Participant's country of residence, which is or could reasonably be applied. As an exception, if the remuneration for participation in the Competition and/or the prize money is subject to VAT, the Commissioner will pay the value-added tax additionally.
- 4.5. The Competition Participant is responsible for the payment of his respective taxes from the remuneration for participation in the Competition/prize money (including the payment of withholding tax, if applicable). Therefore, if the Commissioner is obliged to pay or withhold any amount from the remuneration for participation in the Competition/prize money, the Competition Participant will receive a correspondingly reduced amount of compensation for participation in the Competition/prize money.

#### **5. REGISTRATION AND INFORMATION EXCHANGE PROCEDURE**

- 5.1. Participants can access the Competition Brief (including appendices to it, if any) by downloading it at the Competition website <https://terbatasdarzs.metukonkurss.lv/> or Latvian Association of Architects website <https://www.latarh.lv/konkursi/latvijas/>.
- 5.2. Participants have to register for Competition Round 2 using the online registration form available on the website <https://terbatasdarzs.metukonkurss.lv/>
- 5.3. The information exchange between the Commissioner and the Participants regarding the Brief and its appendices shall take place only electronically.
- 5.4. The contact person for questions and explanations about the Brief and its appendices, as well as for the submission of the Sketch Designs is Dace Kalvāne, the Coordinator of the Jury, phone: +371 29480702, e-mail: [terbatasdarzs@metukonkurss.lv](mailto:terbatasdarzs@metukonkurss.lv) Questions

and requests for explanations must be sent electronically no later than November 11, 2024 to e-mail: [terbatasdarzs@metukonkurss.lv](mailto:terbatasdarzs@metukonkurss.lv).

- 5.5. The coordinator of the Jury by the end of each week, provides answers to questions and requests for clarifications received by the end of the previous week, by sending them to Participants, as well as publishing the questions, requests for clarifications, and answers on the Competition website: <https://terbatasdarzs.metukonkurss.lv/>.
- 5.6. Participants are obliged to regularly follow the information updates about the Competition published on the Competition website <https://terbatasdarzs.metukonkurss.lv/>

## 6. SELECTION OF INVITED COMPETITION PARTICIPANTS

6.1. The Interested Competition Participant in Competition Round 1 have until the deadline for submission of applications as specified by paragraph 1) of Clause 1.16.1 to the Brief submitted to the Commissioner:

- 6.1.1. a letter of motivation on A4 format pages in pdf format in free form about participation in the Sketch Design Competition and a short CV of the Interested Competition Participant describing previous experience;
- 6.1.2. portfolio of the Interested Competition Participant on, maximum, 5 (five) A3 format pages in pdf or jpg format (resolution min. 300 dpi) with references of previously implemented objects, year of design/construction, and author/s;
- 6.1.3. the average hourly fee indicator of the Interested Competition Participant on an A4 page in pdf format.

6.2. The Invited Competition Participants will individually receive an invitation to participate in Competition Round 2. The list of Invited Competition Participants (separately for Zone A and Zone B) will be published on the Competition website: <https://terbatasdarzs.metukonkurss.lv/>.

6.3. The Invited Competition Participant must confirm his consent to participate in Competition Round 2 within 1 (one) week of receiving the invitation by signing the relevant confirmation form prepared by the Commissioner .

6.4. If the Invited Competition Participant does not confirm his participation in Competition Round 2, it is considered that the Interested Competition Participant has declined the invitation to participate in Competition round 2 as an Invited Competition Participant (accordingly, losing the right to receive remuneration for participation in the Competition, but retaining the opportunity to win prize money if a Sketch Design is submitted and the Jury recognizes it as the winner).

6.5. In the case referred to Clause 6.4 to the Brief, the Commissioner will invite another Interested Competition Participant from Competition Round 1 to the Competition Round 2, who must confirm his participation in the Competition Round 2 within 1 (one) week after receiving the invitation by signing the relevant confirmation form prepared by the Commissioner, otherwise, it is considered that the Interested Competition Participant has refused to be Invited Competition Participant.

6.6. Following the procedure specified in Clause 6.5 to the Brief the Commissioner invites the Interested Competition Participants, until participation in the Competition Round 2 is confirmed by 6 (six) Interested Competition Participants invited by the Commissioner – 3 (three) Interested Competition Participants invited by the Commissioner for each of the zones (Zone A and Zone B).

6.7. All Invited Competition Participants have confirmed their participation in the Competition round 2 within the deadline and in accordance with the procedure set out in Clause 6.3 of the Brief and are:

6.7.1. for **Zone A**:

- 1) LLC "RUUME arhitekti", registration number in Latvia: 50203008481,
- 2) LLC "ARHIS ARHITEKTI", registration number in Latvia: 40003026957,

- 3) Limited liability company "MARK ARHITEKTI", registration number in Latvia: 40103263364;

6.7.2. for **Zone B**:

- 1) LLC "PBR", registration number in Latvia: 40103519388,
- 2) Limited liability company "TECTUM", registration number in Latvia: 40003061967,
- 3) Limited liability company "OUTOFBOX", registration number in Latvia: 40003445561.

## **7. CONTENT AND PRESENTATION OF SKETCH DESIGN**

**7.1.** The package of Sketch Design consists of 2 (two) parts:

- 7.1.1. Part 1: Sketch Design for Zone A and/or Sketch Design for Zone B (for each zone in a separate Sketch Design package, if the Participant submits Sketch Designs for Zone A and B).
- 7.1.2. Part 2: Motto transcript (Appendix 1), Competition participant's application for participation in the Competition (Appendix 2), qualification documents (Appendix 3), planned costs (Appendix 4), which must not be higher than the limits set out in Clause 2.3.

**7.2.** The transcript of the motto (a set of letters and/or numbers), the Competition Participant's application for participation in the Competition, the qualification description and the cost estimate shall be prepared by the Competition Participant and submitted in a sealed package and marked with the motto.

**7.3.** The submitted Idea Proposals, the materials attached to them, and their explanatory descriptions must not contain references to the Participant, nor any markings identifying the Participant or the author of the specific work. All copyright references must include the motto instead of the Participant. If such markings are found on the submitted package, it shall be returned to the Participant in an unopened form.

**7.4.** The Sketch Design must be submitted in one closed package, marked with the following headline: "Sketch Design competition "Development of the city block "Tērbatas dārzs"" and a motto that does not give any indication about the author of the Sketch Design, to ensure the anonymity of the Competition Participant.

**7.5.** The Sketch Design packaging must be securely closed, any markings or logos identifying the Competition Participant are not allowed. All texts must be in block letters, without any elements that could reveal the identity of the Competition Participant.

**7.6.** All submitted documents must be in Latvian or English. If the Sketch Design is submitted in Latvian, the explanatory description must be in Latvian and English.

**7.7.** The Sketch Designs must meet the following requirements:

- 7.7.1. the proposed solutions have been developed taking into account the data provided by the Commissioner within the framework of the Competition including the Brief and its appendices (including the Designing Program);
- 7.7.2. the proposed solutions have been developed in compliance with the information provided by the Commissioner on the spatial parameters, as well as in line with all graphic materials of the objects of the relevant development zone;
- 7.7.3. the proposed architectural solutions are of high value – both aesthetically, and architecturally, and fit into the scenic urban environment of the Historic Centre of Riga;
- 7.7.4. Sketch Design. has been developed under the applicable laws and regulations of the Republic of Latvia and the European Union.

**7.8.** The Sketch Design must contain:

- 7.8.1. A1 size (594 mm x 841 mm) horizontally oriented tablets with graphic materials on light foam boards. The motto should be indicated in the upper right corner of the

tablet. Below the symbols of the motto, it is recommended to leave a space for the layout of the tablets. The recommended thickness of tablets is less than 5 mm.

7.8.2. The graphic material must be designed on A1 format pages with the following information:

- 1) General plan of the Competition territory project on a scale of 1:500 indicating the zoning and the sequence of implementation of construction stages'; using the graphic material as a basis (without changing the attachment point, coordinates of the provided digital material);
- 2) layout schemes of the ground, typical, and roof floors on a scale of 1:250, using the graphic material provided by the Commissioner, integrating them into solutions, using the provided graphic material as a basis (without changing the attachment point, coordinates of the provided digital material).
- 3) description of the planned facade finishing materials/column filling;
- 4) building facades on a scale of 1:250, based on the graphic material provided by the Commissioner;
- 5) node/s of individual facade finishing solution on a scale of 1:50 or 1:100;
- 6) characteristic sections on a scale of 1:250 with height marks;
- 7) visualizations and/or photomontages of the future vision, characterizing the synthesis of the solution idea of the building facades in the existing urban environment, guided by the main vantage point perspectives (according to appendix No. 6\_1\_0\_marketi\_fotomontazu\_skatu\_punkti\_konkursa\_territorija).

7.8.3. Document package of A3 format (420 mm x 297 mm) in 2 (two) copies, including:

- 1) the explanatory description of the proposed architectural idea with the outlined urban construction concept, emphasizing the analysis of building volumes from the characteristic vantage points
- 2) characteristics of facade finishing materials;
- 3) explanatory description;
- 4) reduced tablet colour reproductions.

7.8.4. One USB stick containing:

- 1) images of all tablets with 300 dpi resolution in A1 format and in two file formats – PDF and JPG;
- 2) document package with 300 dpi resolution in A3 format and in two file formats – PDF and JPG;
- 3) each document must be labelled with a descriptive title;
- 4) correctly developed a 3D model of the Competition Object in .ifc format (no less than LOD 200) in global coordinates according to the topographical plan in the LAS system, developed based on graphic material provided by the Commissioner. The submitted 3D model must contain only the Competition Object within the boundaries of the parcels as a single .ifc file (no surroundings and no streets). When evaluating the Sketch Designs, the submitted offers will be placed in the CLOUD POINT neighbourhood model, using the provided graphic material as a basis (without changing the attachment point, and coordinates of the provided digital material);
- 5) visualization or photomontage chosen by the author for publication.

**7.9.** The Sketch Design must be developed in line with the Brief (including its appendices) to such a level of detail providing the Jury with a complete picture of the proposed solutions.

## **8. SUBMISSION OF SKETCH DESIGN**

- 8.1.** The Sketch Design developed under the requirements of the Brief must be submitted in one copy to the Coordinator of the Jury J by November 25, 2024, during working days from 10.00 a.m. till 4.00 p.m. (EET) in Riga, at the Association of Latvian Architects, 11 Torņa Street.
- 8.2.** The Commissioner may, at its discretion, refuse to accept the Idea Proposal if it has not been submitted under the procedures specified in the Brief, or has not been designed in such a way as to ensure the Participant's anonymity until the opening of proposals or has been submitted after the specified deadline.
- 8.3.** The Coordinator of the Jury registers the submitted Sketch Designs in the order of their submission, indicating the date, time of their receipt and a name of contact person, and ensuring the storage of the Sketch Designs and their anonymity. A mark is made on the package of the Sketch Designs without opening it, indicating the date, time of receipt and the registration number. The Participant can receive confirmation that the Sketch Design has been submitted.
- 8.4.** If the Sketch Design is sent by post or by courier, the Competition Participant shall assume the risk and ensure safe receipt of the Sketch Design and motto by the Commissioner at the address indicated in Clause 5.1 to the Brief until the deadline for Sketch Design submission. The Participant shall bear all costs related to the delivery of the Sketch Design to the Commissioner.

**9. PROFESSIONAL QUALIFICATION REQUIREMENTS AND DOCUMENTS TO BE SUBMITTED FOR COMPETITION PARTICIPANTS**

**9.1.** Application of the Competition Participant:

|        | <i>Commissioner's requirement</i>   | <i>Competition Participant must submit</i>  |
|--------|---|---|
| 9.1.1. | Competition Participant can be any natural or legal person registered in the European Union, as well as an association of such persons in any combination thereof | Application for participation in the Competition signed by the Competition participant under Appendix 2, signed by the Commissioner's representative with the right of representation or a person authorized by Competition Participant.<br><br>If the Competition Participant submits an application on behalf of the of persons, the agreement or protocol of intention of the members of the association of persons must be attached, confirming the readiness to cooperate in the development of Sketch Design. |

**9.2.** Confirmation of the registration and representatives of their suitability for professional activity:

|        | <i>Commissioner's requirement</i>   | <i>Participant of the Competition must submit</i>   |
|--------|---|---|
| 9.2.1. | The Competition participant is registered in the Commercial Registry in Latvia or an equivalent register in another member state of the European Union, if the laws of the relevant country provide for it. | The Commissioner checks the data on the Competition Participants and their representatives – persons registered in the Latvian Commercial Registry – on the website of the Register of Enterprises of the Republic of Latvia ( <a href="http://www.ur.gov.lv">www.ur.gov.lv</a> ).<br><br>For a person registered abroad, a confirmation issued by a competent foreign authority must be submitted regarding the proper registration (real existence) of the person and |

|        |   |   |
|--------|---|---|
|        |   | his/her representatives (rights of representation).<br>The authorized persons must provide relevant documents certifying their authority.   |
| 9.2.2. | The Sketch Design is prepared by the architect(s) (currently, at this stage) without involving engineers, traffic experts, and other specialists. | A document certifying the architect's right to independent practice, issued by a competent institution in the Republic of Latvia or abroad, if the laws of the relevant country provide for it. |
| 9.2.3. | Experience in designing at least one similar object in the urban environment.   | The Competition Participant's experience in performing an equivalent service per Appendix 3.  |

- 9.3.** The Competition Participant is aware and guarantees that he/she has all the necessary information and means for the proper development and submission of the Sketch Design under the rules, conditions, and requirements outlined in this Brief.

## **10. COMPETITION PROCEDURE AND EVALUATION CRITERIA**

- 10.1.** The Competition is considered to have taken place for Zone A and/or Zone B, if at least 3 (three) Sketch Designs for each zone (Zone A and/or Zone B) have been submitted for evaluation under the procedures specified in the Brief. For the sake of clarity, if, for example, 3 (three) Sketch Designs are submitted for Zone A, but only 2 (two) Sketch Designs are submitted for zone B, the Competition is considered to have taken place only concerning Zone A, but to Zone B the Competition is considered not to have taken place (at the same time as for Zone B Invited Competition Participants retain the right to receive remuneration for participation in the Sketch Design Competition for that meet the requirements of the Brief).
- 10.2.** In a closed meeting, the Coordinator of the Jury and the representatives of the Commissioner open the packages of the Sketch Designs submitted in Competition Round 2 and marked with the indication "Sketch Design" in the order of their submission, and prepare the submitted materials for inspection and evaluation.
- 10.3.** First of all, the submitted Sketch Designs are reviewed by the Technical Commission. The Technical Commission prepares an opinion on the compliance of the submitted Sketch Designs with the technical requirements specified in the Brief (as well as in the Designing Program) and submits it to the Jury. This opinion is analytical and informative, it does not provide an evaluation of the Sketch Designs from the architectural and urban environment perspective.
- 10.4.** The Jury examines all submitted Sketch Designs Idea Proposals, corresponding to the requirements of the Brief (including the Designing Program). The decision of the Jury is irrevocable, and cannot be objected or otherwise questioned by the Competition Participants. If the Participant has not met some set out in the Brief (including the Designing Program), the Jury may decide to disqualify this Participant.
- 10.5.** The members of the Jury evaluate each Sketch Design individually in a closed meeting. After summarizing the individual evaluations of the members of the Jury, the Jury prepares the overall evaluation of the particular Zone A and Zone B Sketch Designs. The Jury's discussion on each submitted Sketch Design and the decision-making process are recorded in writing and added to the Competition results. The protocol should contain, among other things, the following information
- 10.5.1. information about the evaluated Sketch Designs;
  - 10.5.2. summary of the individual assessments of the members of the Jury for each Sketch Design;

- 10.5.3. recommendations to the Commissioner regarding the further use of Sketch Designs.
- 10.6.** The Jury can perform the initial qualitative selection of Sketch Designs, by examining and evaluating further in detail moderately good and good Sketch Designs, The Jury evaluates the submitted Sketch Designs according to the following evaluation criteria:
- 10.6.1. compliance of the Sketch Design with the Designing Program and given graphic material, as well as detailed plan provisions and requirements of "Regulations for the use and construction of the territory of the Historic Centre of Riga and its Protection Zone".;
  - 10.6.2. the compliance of the architectural solution of the facades of the building volumes with the quality requirements of the urban environment and inclusion in the scale of the urban environment according to the established vantage points;
  - 10.6.3. the architectural quality of the facades and their integration into the context of the surrounding urban environment, including:
    - 10.6.3.1. innovativeness and originality of the architectural idea of building facades;
    - 10.6.3.2. sustainability of architectural solutions of building facades;
    - 10.6.3.3. compliance of the architectural form language of building facades with the purpose of building use, incl. the choice of facade materials, their aesthetic quality and colour/structure/texture solution;
    - 10.6.3.4. other specific criteria at the discretion of the Jury (including sustainable and energy-efficient solutions, technical quality, etc.).
- 10.7.** The Jury respects the anonymity of the Sketch Designs and authors until the decision is made. If the Jury finds markings on the Sketch Design or the materials attached to it, that could identify the Participant in any way, the Jury has the right to exclude the Sketch Designs from further evaluation making a note about it in the Jury decision (protocol).
- 10.8.** The expected deadline for the decision of the Jury – not later than 4 weeks after the deadline for submission of works for Sketch Design Competition Round 2 as outlined in Clause 8.1 to the Brief. The Coordinator of the Jury publishes the results of the Competition within 2 weeks after the decision of the Jury is made on the website: <https://terbatasdarzs.metukonkurss.lv/>.
- 10.9.** The Jury can invite an expert/s with the right of an advisor to evaluate the Idea Proposals. Experts and the Coordinator of the Jury do not take part in making decisions about the distribution of awarded places.
- 10.10.** The decision of the Competition results can be made by the Jury if no less than two-thirds of the Jury members participate in its meeting.
- 10.11.** The Jury makes its decision in an open vote, determining the winner separately for Zone A (Competition object construction Stages 2, 3, and 4) and Zone B (Competition object construction Stages 5 and 6). Decisions are made by the Jury by a simple majority vote. Each Jury member has one vote. If the number of votes is divided equally, the vote of the Chairman of the Jury is decisive. The decision of the Jury is recorded by the Coordinator of the Jury in the meeting minutes, afterwards signed by all present Jury members.
- 10.12.** After the Jury decision is made, the Chairman of the Jury opens the envelopes with the Participants' documents (disclosure of the mottoes), checks their compliance with the Brief, deciphers the mottoes, and announces the names of the winning authors. All present Jury members sign a paper with the award-winning Sketch Designs' mottoes and information about their authors.
- 10.13.** The Coordinator of the Jury displays in the minutes the transcript(s) of the winning motto(es) and Sketch Design authors.
- 10.14.** After the meeting of the Jury, the Coordinator of the Jury prepares a Competition report, to which is attached the opinion of the Jury and which contains:
- 10.14.1. A description and the aim of the Competition;

- 10.14.2. the name, address, and other details of the Commissioner;
- 10.14.3. information about Competition Participants who participated in the Competition;
- 10.14.4. The composition of the Jury and the decision of the Jury;
- 10.14.5. information about the winners in the Competition Zones A and B.

## **11. COPYRIGHT**

- 11.1.** The Commissioner, retains all copyrights, author's ownership rights and other intellectual property rights about the objects (including documents) that the Customer issues to Interested Competition Participants and Competition Participants, and other objects prepared by the Commissioner, or another person engaged by the Customer (including those, published online). Without the consent of the Commissioner, the Interested Competition Participant and the Competition Participant may not reproduce, use or transfer to third parties any documents related to the Competition object, except for cases where it is necessary for the proper fulfilment of obligations per this Brief.
- 11.2.** Property rights and all property copyrights to the Sketch Design submitted in the Competition (and any part of it), for which the Competition Participant has been paid remuneration for participation in the Competition or has been awarded a prize money in accordance with the Competition Brief, are fully and irrevocably transferred (are expropriated) to the property of the Commissioner after payment of the relevant remuneration for participation in the Competition / prize money (if the Competition Participant delays the submission of a proper invoice to the Commissioner or otherwise avoids receiving the said payment, then it is considered that the mentioned property rights and hereditary copyrights to the Sketch Design submitted in the Competition have been transferred (expropriated) to the Commissioner at the moment of publication of the Competition results, but the relevant Competition Participant retains the right to claim for receiving the payment provided by the Brief and in accordance with this Brief). With the mentioned moment, the Commissioner acquires the property rights and all the author's property rights to the relevant Sketch Design without additional compensation. The Commissioner acquires property rights and all author's property rights to Sketch Design for an irrevocable and unlimited time and can use them worldwide.
- 11.3.** Fair remuneration for the creation of the Sketch Design (and any part thereof) and expropriation of intellectual property rights is included in the remuneration for participation in the Competition or prize money, and it is the responsibility of the Competition Participant, if he/she is not the author of the Sketch Design (or any part thereof), in turn, to make a fair payment to the author of the Sketch Design (or any parts thereof). The Competition Participant must be aware that if the author considers that the payment made to him/her for the creation of the Sketch Design (or any part thereof) is not proportionate and does not correspond to the Copyright Law and he/she may be entitled to additional payment for the creation of the Sketch Design (or any part thereof), he/she may approach the Competition Participant with any claims for payment of fair compensation. In such a case, the Competition Participant must cover the fair payment difference from his own financial sources and has no right in such case to apply to the Commissioner for any additional payments or covering of any losses. If any author makes any compensation claims against the Commissioner and the Commissioner has, based on a binding court ruling, paid such additional compensation to the author, the Competition Participant shall reimburse the Commissioner both the entire amount of compensation paid to the author and cover all court costs.
- 11.4.** The Commissioner has the exclusive right to freely deal with Sketch Design (and any part of it), incl. for all graphic, textual, audiovisual (with or without sound) and other copyright objects or their parts, including but not limited to use, publish (make public), reproduce, transfer to other persons (with or without compensation), but also to modify, amend and supplement the Sketch Design or its part by the procedure of Clause 11.5. to the Brief.

- 11.5.** The Commissioner, at his discretion, can coordinate Sketch Design amendments or additions in writing with the Sketch Design author under the following conditions:
- 11.5.1. Sketch Design Author is not entitled to and cannot claim any remuneration for providing such approvals;
  - 11.5.2. Sketch Design Author may not refuse or delay providing approvals of amendments or additions to the Sketch Design without an objectively justified, substantial reason and immediately explained to the Commissioner in writing
  - 11.5.3. Sketch Design author must provide written approvals of amendments or additions to the Sketch Design in the shortest possible time, taking into account the extent of the approval, but no later than within two weeks after receiving the relevant approval request;
  - 11.5.4. if the Sketch Design author does not observe (violates) the mentioned rules, it is considered that the Sketch Design author has provided such approval and the Sketch Design author must immediately confirm it in writing at the request of the Commissioner.
- 11.6.** If the Sketch Design author without an objectively justified, substantial, and immediately explained to the Commissioner in writing reason refuses or delays the approval of amendments or additions to the Sketch Design, the Commissioner has the right to amend/add to the Sketch Design, but without indicating the Sketch Design author as its (original) author.
- 11.7.** If the Competition Participant is not the Sketch Design author, the Competition Participant ensures that the Sketch Design author agrees and complies with procedures for transforming, changing, and adding to Sketch Design in line with Clauses 11.5 and 11.6. to this Brief.
- 11.8.** If the Commissioner acquires the property rights and the author's property rights to the Sketch Design under Clause 11.2 to the Brief, the following confirmations of the Competition Participant are also applicable:
- 11.8.1. property rights and the author's property rights to Sketch Design will be free from third-party claims;
  - 11.8.2. the requirements of the regulatory acts governing the use of copyright have not been violated in the preparation and submission of the Sketch Design;
  - 11.8.3. Competition Participant is the owner of the author's property rights and has all the rights to expropriate Sketch Design property rights and property copyrights to the Commissioner under this Brief;
  - 11.8.4. The Sketch Design author/s and the Competition Participant will not use their rights (including the author's rights) in a way that restricts or prevents the Commissioner from using the Sketch Design in line with this Brief.
- 11.9.** The Competition Participant is responsible for all claims of third parties (including Sketch Design authors) related to copyright infringements related to the Sketch Design, as well as for any damages caused to the Commissioner as a result of claims of third parties (including Sketch Design authors) concerning copyright, including situations when the author of the work used in Sketch Design and/or in its part withdraws his work.
- 11.10.** The Competition Participant undertakes to resolve independently and at his financial expense all disputes with third parties, including the Sketch Design authors, regarding the ownership and/or violations of the author's rights and the author's property rights outlined in the Copyright Law and other legal acts, without involving the Commissioner and ensuring that the Commissioner is not involved and need not enter into any such dispute.
- 11.11.** The customer has the right to publish Sketch Designs (including any part thereof) and hold an exhibition or public discussion. It is considered that, by submitting the Sketch Design, the Competition Participant has agreed to the publication of the Sketch Design (first public release). The exhibition and/or public discussion of Sketch Design is

held after the announcement of the Jury's decision. The Competition Participant may publish the Sketch Design (including any part thereof) after announcing the Jury's decision on the website and/or in other marketing resources.

- 11.12.** Information about the use of works by Sketch Design authors, which is available and known to the Commissioner, is already included in the Brief, and Sketch Design will be used within the scope of the Commissioner's professional activity. According to the Copyright Law, the Sketch Design author has the right to contact the Commissioner no more than once a year to receive current and comprehensive information about the use of the rights or the Sketch Design as such, including the types of use of the rights or the Sketch Design. In cases where the provision of the requested information is associated with a disproportionate administrative burden compared to the revenues obtained as a result of the use of the author's work (Sketch Design), the Commissioner provides only information of the type and level of detail that can be reasonably expected in such a case.

## **12. REALIZATION OF WINNING SKETCH DESIGNS**

- 12.1.** The Commissioner will offer the Competition winner(s) to conclude a design contract/s for the development of the construction project in the minimal composition based on the terms of the design contract draft (Appendix 7 to this Brief). The winner(s) of the Competition must sign the design contract(s) (Appendix 7 to the Brief) within 1 (one) month after the confirmation and announcement of the Competition results and the receipt of the corresponding invitation from the Commissioner (for signing the design contract).
- 12.2.** . If the Competition winner does not sign the design contract for the development of the construction project in the minimal composition, within the term specified in Clause 12.1. to this Brief, it is considered that the Competition winner has abandoned the design contract for the development of the construction project in the minimal composition, i.e., has refused from further development and amendment of the Sketch Design.
- 12.3.** In the case referred to in Clause 12.2 to the Brief, the Commissioner has the right, at his discretion, to entrust the further Sketch Design development and correction to any other person without the separate consent of the Competition Winner. The Commissioner has the right to transfer to such other person, among other things, the right to modify, amend, and supplement the Sketch Design (any part thereof).
- 12.4.** In the case referred to in Clause 12.2 to the Brief the following confirmations and commitments of the Competition Participant are applicable:
- 12.4.1. Competition Participant has refused from further development of the Sketch Design, and
  - 12.4.2. After receiving the relevant request from the Commissioner, the Competition Participant shall submit in writing (or in another format requested by the Commissioner) all the requested consents and approvals of the Competition Participant (and his subcontractors) to ensure that another person designated by the Commissioner can develop and correct the Sketch Design. For the sake of clarity, all such consents and approvals are already considered as given upon entry of the case specified in Clause 12.2 of the Brief, however, the Commissioner is entitled to request, and the Competition Participant is obliged to provide such consents and approvals separately (for example, if required by the construction board).

## **13. PROCESSING OF PERSONAL DATA OF NATURAL PERSONS**

- 13.1.** The provisions of this section shall determine the procedure for processing personal data of natural persons in cases where the Competition is subject to Regulation No 2016/679 of the European Parliament and of the Council of 27 April, 2016 on the protection of natural persons concerning the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation – the GDPR).

- 13.1.1. The controller of personal data processing – the Commissioner.
  - 13.1.2. The purpose for the processing of personal data – the data of natural persons included in the documents submitted for the Competition will be processed as part of the evaluation of Participants' proposals, signing, and performance of the contract, keeping of evidence of the legality of the Competition under the laws and regulations
  - 13.1.3. The legal basis for data processing – Article 6(1)(b)(c) and (f) of the GDPR.
  - 13.1.4. Transfer of personal data to a third country (outside the EU/EEA) or an international organization is not intended.
  - 13.1.5. The period for which personal data will be stored – 10 years after the conclusion of the design contract (for the development of the project in the minimum composition).
  - 13.1.6. What consequences can occur in cases where a person does not provide his data – it may be considered that the offer does not meet the requirements of the Brief.
  - 13.1.7. Data sources – Register of Enterprises of the Republic of Latvia, Construction Information System, foreign competent authorities, Competition Participant.
- 13.2.** Competition Participant shall ensure that all natural persons indicated in his/her proposal (including members of all associations of persons, regardless of the legal nature of their mutual relations as well as all specialists, employees, contact persons of subcontractors, if involved, etc.) whose personal data will be processed by the Commissioner in line with this Brief are informed about the intended processing of their data.
- 13.3.** A natural person (data subject) has the right to:
- 13.3.1. request the controller of personal data processing to access the processed personal data of the data subject, request the correction or deletion of inaccurate personal data by submitting a justification for such a request, in the cases specified in the laws and regulations, request the restriction of personal data processing, as well as express disagreement with the processing of personal data;
  - 13.3.2. submit a complaint about the illegal processing of personal data to the Data State Inspectorate (17 Elijas Street, Riga; phone no. + 371 67223131, e-mail address: [pasts@dvi.gov.lv](mailto:pasts@dvi.gov.lv)).
- 13.4.** Other information related to the processing of personal data can be found in the Commissioner's privacy policy.

## **14. FINAL PROVISIONS**

- 14.1.** All disputes related to the Competition are resolved in the competent court of the Republic of Latvia (determined by the address of the Competition Object) under the laws and regulations of the Republic of Latvia.
- 14.2.** By submitting Sketch Designs, the Competition Participants are deemed to have agreed to all the terms and conditions of the Competition (including those outlined in this Brief) and are responsible for the relevance, and truthfulness of the information provided in the Sketch Design.

## **15. APPENDICES TO THE BRIEF**

- 15.1.** The following appendices are integral parts of the Brief:
- 1) Appendix No. 1 Disclosure form of the Motto;
  - 2) Appendix No. 2 Participant's application form for participation in the Competition;
  - 3) Appendix No. 3 The Participant's experience in performing equivalent services.
  - 4) Appendix No. 4 The form of estimated costs of the project development in the minimum composition.
  - 5) Appendix No. 5 Designing Program of the Competition;

- 6) Appendix No. 6 List of Competition materials (to be used together with the appendices folder '*Konkursa\_izejmateriali*');
- 7) Appendix No. 7 Draft of the design contract (on the project development in the minimum composition).