



Town of Žatec,

in compliance with existing 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 24th 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
- Copyright Act: no. 121/200 Coll., on copyright, on rights related to copyright and on amendments to certain acts
- Relevant provisions of the Civil Code, § 1772 to 1779 of the act no. 89/2012 Coll., as last amended

announces a design contest:

SPORTS HALL IN ŽATEC

that is open, one-phase, architectural, with subsequent commission

and issues the following

COMPETITION CONDITIONS

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1) CONTRACTING AUTHORITY

1.1 Contracting authority

Town of Žatec
nám. Svobody 1, 438 24 Žatec
IČO 00265781
representative: Zdeňka Hamousová, Mayor
mesto-zatec.cz

1.2 Organizer

CCEA MOBA: MOBA studio s.r.o.
U Půjčovny 953/4, 110 00 Praha
IČO 61459712
representative: Igor Kovačević, CEO
cceamoba.cz

2) JURY

2.1 Jury

2.1.1 Dependent members

Radim Laibl, Vice-Mayor
Jiří Karas, representative
Břetislav Sedláček, civil engineer
Václav Rusňák, town's development department – alternate

2.1.2 Independent members

Jakub Našinec, architect, sporadical.cz
Ján Studený, architect, ksastudený.ck
Gabriela Kaprálová, architect, asgk.cz
Jakub Vašek, architect, jakubvasek.cz
Jan Skoček, architect, janskocek.com – alternate

2.2 Jury assisting bodies

2.2.1 Secretary

Yvette Vašourková, CCEA MOBA
yvette@cceamoba.cz

2.2.2 Competition entries examiner

Karin Grohmannová, CCEA MOBA

2.3 Invited experts

In the course of the competition, the jury may ask the contracting authority to invite experts.

3) COMPETITION SPECIFICS

3.1 Type of competition

3.1.1 Based on the subject

Architectural

3.1.2 Based on accessibility

Open

3.1.3 Based on number of phases

One-phase

3.1.4 Based on following action

Commission follows

3.2 Competition language

The competition will run in Czech and English languages. The competition designs should therefore be either in Czech (Slovak is allowed) or English.

3.3 Electronic tool

All contestants must use an electronic tool (profile of contracting authority) for all communication including design submission. Registration in the electronic tool is needed.

<https://tenderarena.cz>

3.4 Conditions approval

3.4.1 Jury

The conditions of the competition were agreed by the jury after its constitutive meeting in the form of a per rollam vote.

3.4.2 Czech Chamber of Architects (CCA)

The CCA approved of the conditions by letter dated 25. 10. 2021, no. 739-2021/DM/Ze.

3.4.3 Contracting authority

The competition was approved by the Town Council on 6. 12. 2021 by decision no. 894/21-933/21.

3.4.4 Competition launch

The competition was launched on the date of dispatch of the notice of launch in the Public Procurement Bulletin. The deadline for submission of a proposal starts on that date.

4) COMPETITION BRIEF

4.1 Competition subject

The subject of the competition is the design of a new universal sports hall, which will be used primarily for ball games. The new sports hall must be able to host competitive matches and training processes.

It is envisaged that it will be fully used during school hours and in the evenings by both the public and local sports clubs. The estimated construction costs are 200 million CZK without VAT (without utility connections and interior equipment). The competition will verify these estimated costs and will serve as an indicator for their possible update.

The requirements for the solution of the subject of the competition are defined in Annex P.01 Brief and are set as recommended.

4.2 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.

The aim of the competition is to find a partner for a quality project - from completing the design to its successful implementation.

5) TERMS OF PARTICIPATION

5.1 Contestant

The participant in the competition can be a natural or legal person or their association. **As the participant is defined within the competition, they will be negotiated with and act when signing the commission.** Other collaborating persons,

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authors, or co-authors can be mentioned in the PP.01 document, for publicity/publication reasons.

5.2 Terms of entering the competition**5.2.1 Conditions of Czech Chamber of Architects**

Neither a participant nor a member of the team listed in the PP.01 document and, in the case of a legal entity, members of their statutory bodies cannot have directly participated in the preparation of the competition or cannot be a person mentioned in these conditions (jurors, assisting bodies, experts) and persons close to them. Who is not allowed to participate in the competition is defined in detail in § 3 paragraph 2 of the CCA Competition Guidelines.

5.2.2 Basic and business competence

Natural or legal person, in the case of a legal entity, members of their statutory bodies, must:

- a) Basic competence - meet qualification requirements in compliance with § 74 of the Act (details in annex PP.02);
- b) Business competence - be registered in the Commercial Register or other records (does not apply to natural persons and their companies), or have a business license for project activity in construction (does not apply to persons performing the activity of an architect as a free profession).

5.2.3 Professional qualifications

Participants must fulfill a professional qualification, i.e. to be authorized persons according to the Act on the Performance of a Profession, or authorized architects and engineers according to the law of the state of which they are citizens or in which they have their registered office.

5.3 Proof of compliance with the terms**5.3.1 Sworn statement**

Contestants prove they meet terms of participation by submitting a signed statement (annex PP.02 is a template sworn statement).

5.3.2 Proof of compliance with the terms for teams of more than one natural person

All natural persons must fulfil conditions of the CCA and basic competence. Each of them proves this by signing the sworn statement (PP.02). Other conditions must be fulfilled by at least one of the natural persons.

5.3.3 Proof of compliance with the terms for teams of more than one legal person

Each legal person must fulfil conditions of the CCA and basic and business competence. Other conditions must be fulfilled by at least one of the legal persons. Legal persons prove they meet qualification requirements in compliance with § 74 subsection 2 of the Act.

5.3.4 Proof of fulfillment of the terms for participation in the competition through another person

The participant is entitled to prove the fulfillment of the professional qualification through another person. However, this person must (or will have to be) the author or co-author of the proposal.

5.3.5 Proof of compliance with the terms for foreign contestants

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

5.4 Consequences of non-compliance with the terms for participation

If the participant does not provide the PP.02 document(s) proving the fulfillment of the terms for participation in the competition, the contracting authority shall invite them in writing to deliver the required documents within 10 days. If the participant does not provide the required documents by the end of the period, the contracting authority will exclude them from the competition.

6) COMPETITION SCHEDULE**6.1 Submission****6.1.1 How to submit**

The design is submitted both electronically and physically. Electronically via electronic tool only, physically to the address of the organizer, mon-fri, 10:00 – 17:00 h.

MOBA studio s.r.o., U Půjčovny 953/4, 110 00 Praha 1 +420 222 222 521

All parts of the design should be in one package with the name of the competition on it "SPORTS HALL IN ŽATEC".

6.1.2 Deadline

The deadline for submitting is **18. 3. 2022, 14:00**. The deciding factor is the time of receipt by the electronic tool.

6.1.3 Late or wrong submission

If submitted late, or not via electronic tool or to a wrong address, the contracting authority will not according to the Law consider the submission and the design will not be evaluated.

6.2 Entries examination

The entries are going to be examined formally after the deadline. The timely, correct submission will be checked as well completeness of the proposal, and its anonymity. The examiner will report their findings to the jury and will mark the proposals with number under which they will be known to the jury.

6.3 Evaluation meeting

Jury meeting date will be set during the competition.

6.4 Competition Protocol

The secretary (or other responsible person) will take minutes from each jury meeting. All present at the meeting are to sign the minutes.

The protocol will contain mainly:

- a) Minutes from the jury meetings, incl. voting results
- b) Decisions on exclusion and list of all proposals
- c) Evaluation criteria application (specification)
- d) Evaluation of all proposals
- e) Division of prizes, honorable mentions and jury comments to them
- f) Lists of attendance from the jury meetings

7) COMPETITION END

7.1 Decision on the competition results

7.1.1 Best design selection

When selecting the best design, the contracting authority is bound by jury decision. The contracting authority will authorize best design selection within 50 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.

7.1.2 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 authorization by the contracting authority. The announcement will be annexed with a competition protocol. 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.

7.2 Competition designs viewing

The day competition results 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.

7.2.1 Competition end

The competition ends when:

- 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;
- 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;
- if motion proposal is filed in compliance with § 251 of the Act, a decision on administrative procedure stop or proposal rejection comes into effect.

7.2.2 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 contestants who prove they had started working on a competition design before the cancellation (proportional share of up to the total prize money, i.e. a proportional share of CZK 1,500,000 is considered adequate). The proportionate share will be ruled by the contracting authority in cooperation with the jury, one contestant can receive max compensation of CZK 200,000.

7.3 Prizes and honorable mentions

The prizes and honorable mentions will be paid to contestants no later than 50 days from the decision confirmation by the contracting authority (or cancellation), or within one week from an arbitration ruling notice, if such arbitration was conducted.

7.4 Public exhibition

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

8) EVALUATION CRITERIA

8.1 Evaluation criteria

Criteria with no order of significance:

- quality of architectural and urban design
- quality of functional-operational design
- structural and technological solutions, taking into account investment and operating costs

8.2 Evaluation by the jury

The jury will assess 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 contests and by entering the competition contestants express their consent with this way of assessment.

9) PRIZES AND HONORABLE MENTIONS

9.1 Sum total

Total sum for prizes and honorable mentions is **1,500,000** CZK

9.2 Prizes

9.2.1 First prize

First prize is **700,000** CZK.

9.2.2 Second prize

Second prize is **450,000** CZK.

9.2.3 Third prize

Third prize is **250,000** CZK.

9.3 Honorable mentions

For the non-awarded proposals, which, however, brought remarkable partial suggestions and solutions, the amount to be distributed is set at 100,000 CZK.

9.4 Different prize money distribution

Under the conditions set out in § 12 para. 2 of the CCA Competition Rules, the jury may, in exceptional cases, decide to redistribute or not award some of the prizes or honorable mentions.

10) DOCUMENTATION, SITE VISIT

10.1 Documentation accessibility

Competition conditions and complete documentation is accessible at:

<https://tenderarena.cz/dodavatel/seznam-profilu-zadavatelu/detail/Z0000941>

and on organizer's web (cceamoba.cz) since competition launch.

10.2 Documentation

10.2.1 Design resources

- Competition Brief (pdf)
- Map (dwg)
- Hydrogeological research (pdf)
- 3D model (dwg)
- Photodocumentation (jpg)
- Orthophotomap (jpg)

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P.07. Balance tables to fill in basic construction indicators (xls)

10.2.2 Administrative resources

PP.01 Identification data – template (doc)

PP.02 Sworn statement – template (doc)

PP.03 Unbinding price offer – template (xls) – for the contracting authority to have an idea after competition, jury will not get this information.

10.2.3 Competition resources use

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

10.3 Explanation (questions)**10.3.1 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.

<https://tenderarena.cz/dodavatel/seznam-profilu-zadavatelu/detail/Z0000941>

10.3.2 E-mail queries

Contestants can query competition terms and conditions in writing to the e-mail address of the competition secretary (Yvette Vašourková, yvette@cceamoba.cz) with the subject “SHZ – QUESTION”.

10.3.3 Query deadline

Deadline is 2. 3. 2022.

10.3.4 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.

10.4 Site visit

A tour of the competition site is not planned due to site availability.

11) FOLLOW-UP NEGOTIATIONS AND COMMISSION**11.1 Private negotiations (JPN)**

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 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.

11.1.1 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.

11.1.2 Tendering by the second top scoring contestant

If a contract is not signed with the first one, 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.

11.1.3 Tendering by the third top scoring contestant

If a contract is not signed with the second one, 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.

11.2 Follow-up design contract conditions**11.2.1 Evidence of compliance with the conditions for participation**

A participant who is invited to conclude a contract on the basis of the results of the private negotiation procedure shall submit to the supplier the originals or officially certified copies of documents proving the fulfillment of the terms for participation specified in these competition conditions.

A participant who is not a citizen of the Czech Republic or does not have a registered office in the Czech Republic shall prove at the conclusion of the contract that they are a person authorized to perform selected activities in construction according to § 7 par. b) and § 30a of the Act on the exercise of a profession or proves a connection with another person who is authorized to perform selected activities in construction in the Czech Republic.

The tenderer will be required to demonstrate in the framework of the negotiated procedure that they possess at all times the same level of qualification as set out in these Conditions.

11.3 Commission extent

Based on the results of the competition, the contracting authority intends to award a contract for the processing of the following basic phases of services (FS) during the elaboration of project documentation in accordance with the new standards of the architect's services, i.e.:

FS 1 – Project preparation; FS 2 – Design – elaboration of the competition design; FS 3 – Land-use permit project; FS 4 – Building permit project; FS 5 – Construction project; FS 6 – List of works and supplies; FS 7 – Author supervision

The schedule of design work will be set so that construction work on the new building will begin in 2025.

The contract will also include the processing of above-standard services and special professional services related to the performance of the public contract, such as surveys and measurements, procurement activities, cooperation with the contracting authority, cooperation with the contracting authority in the removal of defects and deficiencies and the commissioning of the construction. The project will include the design of the interior of the building and the navigation system in the building.

11.4 Estimated commission value

The fee and the price of the work for the execution of the subsequent contract within the scope of these competition conditions will be determined on the basis of negotiations with the prize-winning participants. The CCA fee tariff will be considered, as well as the unbinding prizes submitted in the whole competition. The prize won in the competition will be counted into the fee for FS 1 and FS 2.

12) CONDITIONS ACCEPTANCE**12.1 Copyright****12.1.1 Design copyright protection in the relation contestant - author**

Contestants prove they hold design copyright as part of the private negotiations.

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12.1.2 Design copyright protection in the relation contestant – contracting authority

Competition design authors keep their copyright; they can publish their competition designs.

12.1.3 Design reproduction and exhibition as part of the competition

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

12.1.4 Competition design ownership

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.

12.2 Acceptance clause

12.2.1 Consent of the contracting authority, organizer, jury, jury assisting bodies, and called-in specialists

By their participation in this competition the contracting authority, organizer, 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 honor these competition terms and conditions as a contract.

12.2.2 Consent of the contestants

By submitting their competition designs contestants consent with all competition terms and conditions.

12.3 Dispute settlement

12.3.1 Disputes

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

12.3.2 Filing a dispute to inquire into the contracting authority actions

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.

13) COMPETITION ENTRY

13.1 Requirements

13.1.1 Obligatory requirements:

- To submit all parts of competition entry listed below;
- To submit the entry **in time and properly** as is described in these conditions;
- Anonymity** of the competition entry as described in these conditions

Should these requirements not be met, it means the competition entry is excluded from jury assessment and will be disqualified. The only exception is in the case of incorrect or missing submissions of parts 13.2(c) to (e), for which the Contracting Authority may invite the Participant to complete them.

13.1.2 Recommended requirements

The requirements not listed as obligatory 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.

13.2 Parts of competition entry:

- Main presentation – “Panels”
- Detailed description – “Booklet”
- Identification – “Identification”
- Sworn statement – “Statement”
- Unbinding Price Offer – “Price”

13.3 Main presentation – “Panels”

13.3.1 Layout and form

3 panels of B1 format, vertically. In the lower right corner there will be space of real size 3x3 cm for the examiner to write in the number of the competition entry. At the lower edge, there will be the name of the competition “SPORTS HALL IN ŽATEC”.

13.3.2 Form of submission

Panels will be submitted both electronically and physically – Physically glued to kapa boards, electronically (via e-tool) as JPG with at least 150 dpi.

13.3.3 Recommended content

panel 1:

- architectural-urban situation of the entire area under consideration with the surrounding area - main drawing, which will show the urban and architectural design, in which the entrance floors and adjacent parking areas (1 NP) will be inserted at a scale of 1:500
- a brief description of the design, an explanation of the design concept with emphasis on the functioning of the public space and the links with the surrounding area
- axonometric representation of the overall design

panel 2:

- floor plans of all floors with basic elevations at a scale of 1:200
- characteristic cross-section at a scale of 1:200
- characteristic longitudinal section at a scale of 1:200
- detail of the façade design (comprehensive detail in the form of a section and view with description at a scale of 1:20

panel 3:

- views including the surrounding area at a scale of 1:200
- visualization/drawing in the photograph from the pedestrian horizon
- visualization of the interior of the hall - 1x main hall + 1x any

13.3.4 Other content

Panels may include additional arbitrary statements at the discretion of the participants beyond the above.

13.4 Detailed description – “Booklet”

13.4.1 Layout and form

Booklet of A4 format, vertically.

In the lower right corner of the title page, there will be space of real size 3x3 cm for the examiner to write in the number of the competition entry. At the lower edge of the title page, there will be the name of the competition “SPORTS HALL IN ŽATEC”.

13.4.2 Form of submission

The booklet will be submitted both electronically and physically – Physically in at least one copy (two are preferred), electronically (via e-tool) as PDF with at least 150 dpi.

13.4.3 Recommended content

- front page
- annotation of the proposal in approx. 500 characters including spaces

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- c) description of the overall architectural design - including landscape design, links to the surroundings and operational, structural and material design
- d) a description of the operational and traffic layout with regard to the different modes of use
- e) a description of the energy concept of the building and the site, with an emphasis on operational efficiency
- f) completed balance sheets - see the template

A description of the proposal is not limited to the form of the text, it is recommended to supplement it with diagrams, sketches and other explanatory outputs to communicate the proposal as clearly as possible to the jury.

13.4.4 Other content

The booklet may include additional arbitrary statements at the discretion of the participants beyond the above.

13.5 “Identification”

The identification (completed template PP.01) **will be submitted both physically and electronically**. In electronic form as a single pdf file.

It will not be given to the jury.

13.6 “Sworn statement”

The sworn statement (completed template PP.02) will be submitted electronically as a single PDF file.

It will not be given to the jury.

13.7 Unbinding Price Offer – “Price”

The unbinding price offer (completed template PP.03) will be submitted electronically as a single XLS file.

It will not be given to the jury.

13.8 Binding conditions for the anonymity of the competition entry

Proposals will be presented anonymously. No part of the competition proposal (with the exception explicitly stated in the competition conditions) may contain the name, address or other graphic mark of the participant, which could lead to his identification and thus to a breach of anonymity. Proposals that violate anonymity will be excluded from the competition by the contracting authority.