

**Design Ideas Competition  
Primary School for 21<sup>st</sup> Century Learners  
Department of Education and Skills**



A N R O I N N | D E P A R T M E N T O F  
O I D E A C H A I S | E D U C A T I O N  
A G U S S C I L E A N N A | A N D S K I L L S



**Design Ideas Competition  
for a  
Primary School for 21<sup>st</sup> Century Learners  
for  
Department of Education & Skills  
Republic of Ireland**

# **COMPETITION REGULATIONS**

**October 2013**

**Design Ideas Competition**  
**Primary School for 21<sup>st</sup> Century Learners**  
**Department of Education and Skills**

**RIAI COMPETITION REGULATIONS**

**ARTICLE 1: COMPETITION PROMOTERS**

The Competition Promoters are the **Department of Education and Skills, Ireland.**

**ARTICLE 2: COMPETITION ORGANISATION**

The competition is being organised by The Royal Institute of the Architects of Ireland and all queries in respect of the competition should be addressed in writing to:

**The registrar: Design Ideas Competition for a Primary School**

John Graby  
RIAI,  
8 Merrion Square,  
Dublin 2,  
Ireland  
Email: [codwyer@riai.ie](mailto:codwyer@riai.ie)

**ARTICLE 3: COMPETITION OBJECTIVES**

The competition is an open single stage architectural design contest. Designers will be expected to:

1. Comply with the Competition Brief.
2. Total Floor Area is within Schedule of Accommodation maximum limit of 2,966m<sup>2</sup>
3. Create functional, stimulating and modern educational environment for pupils, staff, and all other school users.
4. Create innovative architectural designs that respond to the specific needs of 21st century primary school learners.
5. Provide teachers and school leaders with learning environments in which they can optimise and fully utilise their teaching skill.
6. Design a sustainable, energy efficient and environmentally friendly design that builds on the standards which the Department is currently achieving in school design.
7. Develop a design solution which offers flexibility for reproduction on sites throughout Ireland.
8. Can be constructed within the cost parameters set out by the Department for primary school buildings.

**ARTICLE 4: COMPETITION BRIEF**

- The Competition Brief and Regulations will only be available in the Competition section of the RIAI website; [www.riai.ie](http://www.riai.ie) and entrants will be provided with a password on registration.

**ARTICLE 5: ELIGIBILITY**

This competition is open to persons who are currently included on the Irish Register of Architects; those who are eligible to register without further assessment on the basis of the EU qualifications directive 2005/36/EC; those who are established in another EU Member State and eligible to provide services in Ireland; and those persons outside the EU/EEA who are registered with a national registration body and in a position to seek

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registration in Ireland. Persons outside the EU/EEA area should include evidence confirmation of registration with a national registration body and/or a UIA recognised professional organisation.

It is the function of the registrar, for the purposes of this competition, to decide on eligibility and equivalence.

An entry may be submitted by an architectural practice. In this case the name and address should be given and the official entry form signed by a partner. In this context the practice is defined as; a partnership properly established for the purpose of an architectural competition or an association of architects for the purpose of entering the competition.

**ARTICLE 6:**     **COMPETITION JURY**

In the event that an Assessor cannot act for any reason the promoters shall appoint another assessor whose name shall be communicated to all competitors.

**ARTICLE 7:**     **ASSESSMENT**

The assessment shall be carried out in accordance with the requirements of the briefing information and competition regulations provided to competitors. The Assessors shall select a Winner and minimum of three and up to a maximum of nine entries to be commended.

All submissions shall be assessed anonymously in accordance with RIAI Competition Regulations generally and such detailed regulations and that the registrar may issue at the time.

**ARTICLE 8:**     **COMMISSION**

The Department reserves the right to commission, or assign the commissions for projects to any or all of the winning and premiated Architects. The winner and premiated competitors will be requested to submit information to the Registrar confirming capacity to manage and complete the project.

The awarding of any commission will be at the sole discretion of the Department, and will be dependent on, but not limited to a number of factors including geographic location, site suitability, design scheme suitability and context, degree of scheme modification required to meet specific site conditions, architectural practice resources and experience, project delivery requirements, available funding, etc.

The Department may also award or assign a commission for a second school per Architect to any or all of the winning and premiated schemes. For the second use of the winning and commended designs, a fee reduction of 20% will apply. All modifications or alterations required to the scheme to deal with the site specific issues, or Department requirements are deemed to be included within the reduced fee.

For such commissions the Department of Education and Skills will select and separately appoint the other design team consultants including Civil Structural Engineer, Building Services Engineer, Quantity Surveyor, and Project Supervisor for the Design Phase. All disciplines should be appropriately qualified under the relevant European directives.

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**Fees**

All fees and other agreed project costs will be paid in Euros. The winning and premiated Architectural Teams will be paid a fee of 5% for the design and construction of their scheme through to final account stage based on the VAT exclusive project cost. The project delivery will be in accordance with the Department's Design Team Procedures. The agreed fee will be translated into a capped sum fee at the equivalent of the Department's Stage 1, and will be based on the agreed project cost. The fee is exclusive of VAT, but inclusive of all expenses necessary to deliver the project (eg, additional consultants, travel, subsistence, stationery & printing, phone, etc). In the anticipated event that the winning and premiated Architects are formally appointed to complete a commission, the honorarium prize shall be deemed to form part of the overall project fee and shall be deducted from the initial fee payment. The Department reserves the right to make modifications to the winning scheme where considered necessary, and any such changes must be carried out within the agreed 5% fee.

**ARTICLE 9: COMPETITION EXHIBITION**

It shall be a function of the assessors to decide on the projects to be exhibited. The promoters do not undertake to exhibit all entries received.

**ARTICLE 10: PERSON INELIGIBLE**

No members of the promoters' staff or the Assessors or any business partner, associate or employee of either shall be eligible to compete or to assist the competitors.

**ARTICLE 11: COMPETITION REGULATIONS**

The competition is organised in accordance with the Competition Regulations

**ARTICLE 12: COMPETITION REGISTRATION**

1. Competition registration can be made only on the official registration form, which are available from the RIAI website [www.riai.ie](http://www.riai.ie)
2. Each registration must be accompanied by a registration fee of €123 which includes VAT at 23%. A registered competitor may withdraw a registration on or before 17 October 2013 and will be entitled to a refund of the registration fee. After that date no other refunds can be made in any circumstances whether a valid entry is submitted or not.

**ARTICLE 13: COMPETITORS' QUESTIONS**

1. Competitors may submit questions to the Assessors up 25 October 2013. After that date no further questions can be answered. **All queries must be by email.** An explanatory memorandum based on the questions submitted will be circulated to all entrants via email and will form part of the competition brief.
2. Questions should be addressed to: **Primary School Ideas Design Competition for the Department of Education and Skills**  
Email: [codwyer@riai.ie](mailto:codwyer@riai.ie)
3. **Statement:** The key documents in the Competition are the Schedule of Accommodation and the Pedagogical Brief, pages 1-7. All other material is circulated for the purpose of general information.

Questions will only be taken in relation to those two documents

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The circulation of the additional material is for the purposes of information as the department reserves the right to award a commission following the competition. This information will be necessary to progress the scheme to the next stage.

**ARTICLE 14: COMPETITION PROGRAMME**

Competition Registration Opens:	11/10/2013
Withdrawal of Registration and refund of fee:	17/10/2013
Questions Deadline:	25/10/2013
Answers Circulated:	01/11/2013
Submission Deadline:	28/11/2013

**Please note: All deadline times are 12 noon.**

**ARTICLE 15: SUBMISSIONS:**

**A detailed brief is being issued to entrants and is intended to give complete information on the project. Competitors are not required to design in detail but to use the brief to inform their conceptual design approach.**

15.1 Competitors are required to submit one A1 size sheet of information in a horizontal format. As per template format, competitors are required to provide the following minimum information:

- a. Plans, sections and elevations at 1/200.
- b. Sketches to illustrate general massing, treatment and site context.
- c. Indication of materials proposed and structural system.

**Entrants are required to present conceptual proposals, incorporating the above minimum requirements, and not detailed proposals.**

15.2 Each competitor shall submit a report, which will deal with the architectural, planning functional, environmental and technical factors relevant to the scheme.

15.3 The report shall not exceed **five A4 pages**. One side only of the page shall be used and **ten** copies of the report shall be provided.

15.4 Models are not required and may not be submitted.

15.5 Overlays should not be used on drawings and each submission shall be complete with no other additional material, text or sketches, etc. Material in addition to the information specified shall not be shown to the Assessors.

15.6 Drawings should be mounted on an A1 sized lightweight board. Material must be protected from damage in transit by the competitor and the organisers are not responsible for any damage to drawings. Insurance of submissions is the responsibility of entrants. Entries will not, in any circumstances, be returned to the competitors so it is advisable to make copies of the entries submitted. Such copies would also be important in the event of loss of an entry by the postal service.

15.7 There is no restriction on the drawing medium or presentation methods to be used but Competitors are advised that protective coatings should be used for impermanent media.

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15.8 Framed and glazed drawings may not be submitted.

15.9 No entry shall bear any name, mark, logo or motto.

15.10 **Post:**

The official entry form, which will serve as a means of identification, should be submitted in a sealed envelope marked 'Entry Form.' This form should also be emailed to [codwyer@riai.ie](mailto:codwyer@riai.ie) **Entries should be contained in one package (A1 mounted board, A3 un-mounted sheet, report x 8, entry form) marked "Primary School Design Ideas Competition" and must reach the Registrar, RIAI, 8 Merrion Square, Dublin 2, Ireland carriage paid, not later than 28-11-2013**

**Email:**

**In addition the following must be saved in the following format and emailed to [codwyer@riai.ie](mailto:codwyer@riai.ie)**

1. Entry Form\_*name of registered entrant*\_Schools 2013
2. Digital image of mounted board\_*name of registered entrant*\_Schools 2013
3. Digital image\_for publicity\_*name of registered entrant*\_Schools 2013

**Images should be no bigger than 300 dpi.Jpg**

15.11 The submissions package shall include all specified competition information, together with the official entry form which when signed is a declaration by the competitor that the design is her/his personal work and the drawings have been prepared under his/her supervision.

15.12 Competitors may list on the official entry form the names of any collaborators, consultants, or practice whose participation they may wish to acknowledge in any publication or exhibition.

15.13 The Registrar will be responsible for opening the package and will place a number on each of the enclosed documents and the same number on the envelope containing the entry form.

**ARTICLE 16: SUBMISSION DISQUALIFICATION**

16.1 Submissions shall be excluded from the competition if:

- a. The entry is received after the time and date stated in these conditions.
- b. A competitor shall disclose his/her identity or tend to influence in any of the decision of the assessors.
- c. The entry does not comply with any of the conditions for the submissions listed above.
- d. The entrant does not comply with the conditions of eligibility.

16.2 It shall be a function of the registrar to decide on competition eligibility and exclusion from the competition and the Registrar's decision in these matters is final and no correspondence will be entered into in this regard.

**ARTICLE 17: COPYRIGHT AND PUBLICITY**

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The copyright of all competition entries for the purpose of publicity and exhibition rests with promoters.

Copyright remains the property of the Architect for the delivery (design & construction) of their project on the basis of the predetermined percentage fee.

Where the Department of Education and Skills has awarded 2 commissions to the winning or a premiated architect, the copyright for that scheme shall be deemed to revert to the Department without further recompense and without liability to the Architect, to amend as the Department sees fit and use or reuse on future projects.

Where the Architect declines to carry out the full scope of works (as set out in the Design Team Procedures 2012 and Standard Schedule of Construction Services (available at [www.education.ie](http://www.education.ie)) for the 5% fees specified, the Department of Education and Skills may pay the relevant Architect €30,000 for the full and absolute transfer of the copyright of the Design and all associated drawings and documents.

Where the Department declines to award a commission to the winner or a premiated design, the Copyright shall rest with the Design Team absolutely. Where the Department wishes to buy out the copyright for a scheme where no commission was offered, the Department shall be obliged to negotiate with the Design Team for a licence agreement or transfer of copyright. The Design Team may at their absolute discretion refuse to agree to a licensing arrangement or copyright transfer.

**ARTICLE 18: DISPUTES**

In the event of a dispute arising out of the competition, the matter shall be dealt with by an Arbitrator appointed by the President of the RIAI.

**ARTICLE 19: ACCEPTANCE OF COMPETITION REGULATIONS**

Submission of the official registration form is an acceptance by the competitors of all rules and regulations of the competition and acceptance by the competitor of any other decisions or instructions issued by the Registrar in relation to the conduct of the competition.

**ARTICLE 20: STANDARD OF ENTRIES**

The Assessors reserve the right not to make any award if, in the opinion of the Assessors, no entry reaches the required standard. The determination of such standard shall be at the sole discretion of the Panel.

**ARTICLE 21: POST COMPETITION**

The role of the RIAI is limited to the administration of the Competition and the RIAI will have no further role once the winner has been selected and competitors informed.

**ARTICLE 22: RETURN OF ENTRIES**

Entries will not be returned but the un-mounted sheet will be lodged by the RIAI in the Irish Architectural Archive.

**ARTICLE 23: COMPETITION LANGUAGES**

The competition language is English and/or Irish.

**ARTICLE 24: REGISTRAR**

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The registrar for the purposes of this competition shall be John Graby  
Director RIAI. Correspondence should be addressed to:

John Graby  
The registrar, RIAI,  
8 Merrion Square,  
Dublin 2,  
Ireland  
Email: [codwyer@riai.ie](mailto:codwyer@riai.ie)

**ARTICLE 25: AMENDMENTS TO REGULATIONS**

The promoters reserve the right to amend these regulations. Any such  
amendment will be communicated to competition entrants.