



NATIONAL PENSIONS REGULATORY AUTHORITY

PROPOSED HEADOFFICE BUILDING

ACCRA

ARCHITECTURAL DESIGN COMPETITION

ORGANISED BY
GHANA INSTITUTE OF ARCHITECTS



JURY REPORT

FEBRUARY 2023

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1.0 PREAMBLE

- The National Pensions Regulatory Authority (NPRA) has acquired a 1.14 Acre parcel of land situated on the N1 Highway opposite the 335 Place Office Building for the development of their Head Office Building.
- The NPRA requires a Grade A building that matches its aspirations; Iconic, Modern, Functional and Environmentally Friendly. The design should reflect the Vision, Mission and Core Values of the NPRA.
- The Project is intended to be constructed in Two (2) Phases. Phase One (1) must be designed to look complete as a Stand-Alone Facility; to be easily integrated into Phase Two (2) which will be developed in the offing.
- Adequate provision for Ancillary Facilities including Car Parking and Security Services for Clients and Employees should be organised to allow efficient and comfortable use by all categories of users. There should also be provision for Modern Mechanisms to ensure Optimum use of Energy.

1.1 Competition Organiser

The Ghana Institute of Architects (GIA), established in 1962, was appointed by the NPRA to organise the Competition. Arc. Augustus Richardson was nominated by the GIA Council as the Coordinator of the Competition.

1.2 Evaluation Criteria

Item	Description	Score (%)
i	Overall presentation	5
ii	Architecture (Design, Creativity and Innovation)	45
iii	Sustainability Check-List	20
iv	Civil / Structural Engineering Design Considerations	5
v	MEP and Fire Considerations	10
vi	Consideration for Persons with Disability	5
vii	Design Economics and Cost Estimation (Relevant Cost) Consideration	10
	Total Score	100

1.3 Composition of Jury Panel

A panel of six (6) reputable Jurors comprising three (3) Architects of the GIA, a member of the Ghana Institution of Surveyors (GHIS) and two (2) members of the Ghana Institution of Engineering (GHIE), was appointed by their respective professional bodies to adjudicate the competition on behalf of the NPRA.

The Jury and Coordinator of the competition constituted the following:



Architect
**OSEI
KWAME AGYEMAN**
Chairman



Quantity Surveyor
**EGBERT
K. HOHOABU**
Member



Architect
**DANIEL
KWADJO TEYE**
Member



Services Engineer
**KWASI
OWUSU AMOAH**
Member



Architect
**ALICE
ASAFU-ADJAYE**
Member



Structural Engineer
**EMMANUEL
AIDOO**
Member



Architect
**AUGUSTUS
RICHARDSON**
Coordinator

1.4 Entries Received

This Competition was organised as a Single Stage Architectural Design Competition. Sixteen (16) Firms responded to the Expression of Interest (EOI). On the Deadline for submission, nine (9) entries were received out of which five (5) qualified for adjudication.

1.5 Preliminary Checks

The Competition Guidelines indicated clearly among others, the Project Brief and the Minimum Submission Requirements. The Jury assessed the submissions and the minimum submission requirements were noted to have been submitted by the entries that qualified for adjudication. The four (4) disqualified entries were either submitted after the deadline for submission or did not meet the minimum submission requirements.

1.6 Assessment and Adjudication of Entries

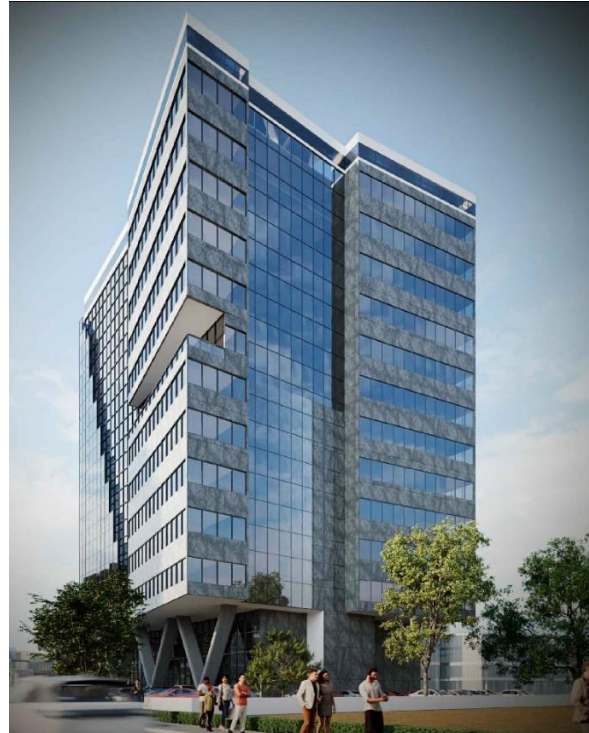
Assessment and adjudication were thus carried out on the Five (5) entries that qualified through entry Pre-Selection Process. The entries were assessed and scored under the following Built-Environment Professional disciplines;

1. ARCHITECTURE,
2. STRUCTURAL ENGINEERING,
3. BUILDING SERVICES ENGINEERING AND,
4. QUANTITY SURVEYING.

2.0 ASSESSMENTS

2.1 Architecture

Entry 1



Comments

- Design Proposal endeavoured to meet the Area Requirements of the Brief
- The impact of the Existing Storm Water Drain on site was not considered in the Design Proposal. This is very critical to the General Area Drainage System and should have been considered
- Basement Design takes very little cognisance of the Geotechnical Report
- The strategy to have the 2-Level Basement done before Phase 1 is complete will make Phase 1 very expensive to build
- The Proposal did not show how phase 1 will look as a stand-alone
- There is no Drop Off Zone for the building
- The building uses Extensive Glass with no consideration for shading this glass
- 30% of the Floor Plate is given to Ancillary Services and Circulation, reducing the Gross Leasable Area for the building and making the Spatial Design inefficient
- The Banking Hall Design doesn't work functionally. The tellers sit with their back to the glass facades which is not safe
- The Auditorium Stage is not centred
- There is no Breakout Area for the Auditorium
- The Electrical Room provided is too big
- Phase 1 and 2 are linked structurally and this will pose a major problem from a Structural Rigidity point of view if implemented

Entry 2



Comments

Phase 1

- Design Proposal endeavoured to meet the Area Requirements of the Brief
- The impact of the Existing Storm Water Drain on site was not considered in the design proposal This is very critical to the General Area Drainage System and should have been considered
- Basement Design takes very little cognisance of the Geotechnical Report provided
- The Presentation shows how Phase 1 sits and how Phase 2 finally adds on to make the development whole
- Walking around the building will be impossible as a result of the placement of ramp to basement
- There is no Vehicular Access to the Kitchen Area which hinders services to the kitchen
- Entry Ramp proposal doesn't meet disability requirement
- Ramp into Basement is not a "1:10" Ratio; and therefore, makes it steep to navigate
- Building Core Design is inefficient
- Separation of Lift Core from washrooms creates a functional problem. The path to the Executive Offices will be a thoroughfare because of Staff using the washrooms
- The Main Staircase is not designed for Fire Safety
- Facade is very busy
- Skylight Design will not achieve desired outcome. It will instead increase the heat load of the building
- Columns appear awkwardly in spaces

Phase 2

- There are only 2 Lifts serving the building. There's no provision for a Fireman's Lift
- Breakout Space for the Auditorium was not considered. In the case of fire, escape from the Auditorium will be problematic
- Changing Room provision for staff coming to kitchen is bigger than the kitchen space itself. Design requests a reheat kitchen and not the full working kitchen as proposed
- Facade Design is busy

Entry 3



Comments

PHASE 1

- Design Proposal endeavoured to meet the Area Requirements of the building
- Design Proposal considered the Existing Storm Water Drain on site and redesigned it to ensure the General Area Drainage System is not inhibited
- The Concept of the Building relates to the NPRA's Work and is clearly articulated in the Facade Design
- The Sculptural Garden with Sculpture is a good entry feature
- The Presentation clearly shows how Phase 1 sits and how Phase 2 eventually adds on to make the development whole
- Phase 1 Building sits separate from Phase 2 to ensure that the Building's Structural Rigidity is competent
- Ramp into Basement is the required "1:10" Ratio of Slope
- Building Core is efficient. Use of Turnstiles ensures improves security monitoring of the users
- 15% of the Floor Plate is given to Ancillary Services and Circulation, ensuring that a Gross Leasable Area of 85% is achieved – very efficient design
- The building uses Glass predominately on the Northern and Eastern Facades and ensures that there is ample shading for glazing
- Design proposes use of Roof Area for Services on the West and social spaces on the North and East
- The Functional Relationship of Spaces is very well thought through
- Raised Flooring Concept will allow for greater flexibility of the space; however, may be expensive

PHASE 2

- Design Proposal maximised the use of the site; thus, provided larger spaces than what the brief required
- Structured parking is a good approach in the Design as the Geotechnical Report indicates a relatively High-Water Table in the area of the development
- Integration of Phase 1 and Phase 2 is very well thought through
- Phase 1 and 2 buildings speak to each other aesthetically; responding to the Brief
- Provision of 3 Lifts and a Fireman's Lift is adequate for the building
- Auditorium on 13th floor is well designed and has a sizeable break out space
- 13% of the floor plate is given to Ancillary Services & Circulation, ensuring a Gross Leasable Area of 87%; very efficient design

Entry 6



Comments

- Design Proposal endeavoured to meet the Area Requirements of the building.
- The impact of the Existing Storm Water Drain on site was not considered in the Design Proposal. This is very critical to the General Area Drainage System and so needed to be considered
- A Three (3) Level Basement Parking Design is not a cost-effective response as the Geotechnical Report suggested a High-Water Table for the area of development
- Parking Design is not possible in certain areas as parking bays are smaller than the Building Code specifies. Parking Orientations in some areas also render parking impossible
- There is no provision for Parking on Grade
- Phase 2 Building is oriented longitudinally “East-West” with large glass facades of the building exposed and not shaded
- Design is found to be generally unresponsive

Entry 7



Comments

- Design Proposal endeavoured to meet the Area Requirements of the building
- The impact of the Existing Storm Water Drain on site was not considered in the design proposal. This is very critical to the General Area Drainage System and so needed to be considered
- The Concept alludes to the use of the Adinkra Symbol "Mmere Dane" which relates to the issues of pensions
- Design considered the use of Structured Parking. However, the proximity of this parking area to the office building; has internal office spaces looking into the car park
- Design considers the use of a Sub-Basement which is very good
- Ramp into Basement is the required "1:10" Ratio of Slope
- The Building Facade shades the east and portions of the West effectively. However, the introduction of glass on the North and portions of the West does not receive shading which must be considered
- Core Design separated the washrooms from the Lift and creates a functional use problem
- The Auditorium is on the Fifteenth floor and unfortunately has the Washrooms behind the Stage; leaving users to head towards the Stage in order to use washrooms

2.2 Civil/Structural Engineering

Entry 1

Even though this Proposal touched on most major design aspects of Structural and Civil Design, the Entire Report was scanty. The Proposal did not also provide any Preliminary Concept Design to verify the Feasibility of the Project. The only thing they showed close to a Preliminary Concept Design was the positioning of their Columns on the Architectural Drawings. Though a Geotechnical Report was made available to all the groups, this Report did not provide any background on the type of Foundation to be provided or how they made use of the Geotechnical Report in their Design Considerations. The Proposal provided some scanty information on Storm Water Run-Off Reduction, Waste Water Management, Solid Waste Management, Energy Efficiency Provision, Ecological Enhancement and Environmental Measures.

Entry 2

This Proposal touched on most major design aspects of Structural and Civil Design but the Entire Report was insufficient for a Structural Report. The Proposal did not also provide any Preliminary Concept Design to verify the Feasibility of The Project. Though a Geotechnical Report was made available to all the groups, this Report did not provide any background on how they made use of the Geotechnical Report in their Design Considerations. The Proposal provided some scanty information on Storm Water Run-Off Reduction, Waste Water Management, Energy Efficiency Provision, Ecological Enhancement and Environmental Measures. Information on Solid Waste Management was not provided by this Proposal.

Entry 3

This Proposal touched on most major design aspects of Structural and Civil Design, the Entire Report was well presented with adequate information for a Preliminary Concept Design. This Proposal provided a Preliminary Concept Design to verify the Feasibility of the Project. They provided a picture of their Structural Model to prove the Feasibility of the Project. This Proposal provided the background on how the Geotechnical Report was used to determine the Type of Foundation for their building and also provided some solution for the Ground Water Issues as they designed their Basement Car Park. The Proposal also provided enough information on Storm Water Run-Off Reduction, Waste Water Management, Solid Waste Management, Energy Efficiency Provision, Ecological Enhancement and Environmental Measures.

Entry 6

The Structural, Civil and Earthquake Engineering Considerations in this Report was very poor and inadequate. This Proposal provided some scanty information on the Type of Material to be used for the Construction (i.e., Steel and Concrete), the Design Loading for the building as well as the Software to be used for Structural Analysis and Design. The Proposal did not provide Preliminary Concept Design to verify the Feasibility of the Project. Though a Geotechnical Report was made available to all the groups, this report did not provide any background on how they made use of the Geotechnical Report in their Design Considerations. This Proposal only provided some scanty information on Environmental Measures. This Design Proposal did not provide any information on Storm Water Run-off Reduction, Waste Water Management, Solid Waste Management, Energy Efficiency Provision, Ecological Enhancement and Environmental Measures. There is no indication of any innovation in Structural Engineering to meet the Architectural Requirements.

Entry 7

Even though this Design Proposal touched on most major design aspects of Structural and Civil Design, the Entire Report was still inadequate. This Proposal did not provide any Preliminary Concept Design to verify the Feasibility of the Project. This Design Report did not provide any background on how they made use of the Geotechnical Report they were provided in their Design Considerations. The Design provided some information on Storm Water Run-Off Reduction, Waste Water Management, Solid Waste Management, Energy Efficiency Provision and Environmental Measures. Information on Ecological Enhancement was not provided by this Design Proposal. There is no indication of any innovation in Structural Engineering to meet the Architectural Requirements.

2.3 Building Services Engineering

Entry 1

This Proposal considered how the Design impacts on the Natural Environment. It however did not fully detail the Design with respect to Site Sensitivity (Ecological Enhancement). Design makes an attempt to objectively reduce a Heat Island Situation (Ratio of Hard Landscape to Soft Landscape). Rainwater Attenuation was considered in light of Stormwater Run-Off Reduction. Solid Waste Management was not fully detailed at this stage of the Design Proposal. The reuse of Grey Water and Condensate Water was an efficient method of Waste Water Management. This Proposal made adequate provision for Efficient Energy Systems through Photovoltaic Solar Systems, LED Lighting as well as Smart Metering Systems. It also considered the use of Sustainable Materials for the project. The Design Proposal made provision for Water Recycling, Rainwater Harvesting and the use of Low Water Appliances as an effective way of managing water for the Project. There was the clear description of Building Services to be provided in relation to the Physical Form of the Architectural Design.

Entry 2

This Proposal did not fully detail out the Fire Fighting System as well as the Vertical Transportation Systems for the Project. There was no mention of a Metering System to manage Electrical Power Supply.

Entry 3

This Proposal considered how the Design impacts on the Natural Environment. It also adequately informed on how the Design is sensitive to the Site (Ecological Enhancement). The Scheme Design addresses the issue of Heat Island Reduction (Ratio of Hard Landscape to Soft Landscape). Rainwater Attenuation was considered in light of Stormwater Run-Off Reduction. The Design also proposed using the Existing Storm Drain – which is to ensure that this Existing Water Framework does not deteriorate. Solid Waste Management was not fully detailed at this stage of the Design Proposal. The reuse of Grey Water was an efficient method of Waste Water Management. This Proposal had an apparent lack of energy monitoring via Smart Meters. The Design Proposal made provision for Rainwater Harvesting as well as the use of a Borehole – Sources of Water. There was not the clear detail of Vertical Transportation to support the design submitted.

Entry 6

This Proposal had some apparent consideration of how the Design impacts on the Natural Environment. It however did not fully show how any Ecological Enhancement has been considered for the Site in question. Design makes an attempt to reduce the Heat Island Situation (Ratio of Hard Landscape to Soft Landscape). No information on Rainwater Attenuation was provided in light of Stormwater Run-off Reduction. No information on Solid Waste Management was provided by this Design Proposal. Proposal was silent on Waste Water Management. This Proposal made no provision for Efficient Energy Systems. No information was provided on the kind of Materials or Sources of Water for the project. The Design Proposal did not fully detail the kind of Building Services Considerations and Proposals to support the physical form of the Architectural Design. There was a general lack of information for Building Services from this design scheme.

Entry 7

This Proposal considered how the Design impacts on the Natural Environment. It however did not fully detail the Design with respect to Site Sensitivity (Ecological Enhancement). Design objectively reduced the Heat Island Situation (Ratio of Hard Landscape to Soft Landscape). Rainwater Attenuation was considered in light of Stormwater Run-Off Reduction. There was no mentioned of how Solid Waste Management will be handled. The use of a Water Treatment Plant was proposed as an efficient method of Waste Water Management. This Proposal did not have any information on Energy Efficient Systems – no Smart Meters, no Solar Power Generation, etc. The Design Proposal made provision for Water Rainwater Harvesting as an effective way of managing water for the Project. There was no provision of Electrical Services for the Building. The proposed Vertical Transportation System deviates from the Architectural Design.

2.4 Cost Evaluation

Introduction

This is a Cost Assessment Report for the Design Competition organised by the Ghana Institute of Architects for the National Pensions Regulatory Authority (Accra).

Method

A Cost Limit of USD 2,000 per sqm and USD 1,700 per sqm was set for the Head Office Building and Regional Office Building respectively. The estimates provided by the Competitors were then compared with them to establish how reasonable they were. Marks were then awarded accordingly.

Entry 1

This competitor provided estimates based on details from some Bills of Quantities for both the Head Office and Regional Buildings. The competitor's estimates were as follows:

- Head Office USD 27,945,398.98 / m²
- Regional Office USD 22,524,845.41 / m²

Whilst the estimates for the Regional Office is considered reasonable; that of the Head Office is grossly inadequate. The competitor gave the design areas as follows:

- Head Office (3,327 m²)
- Regional Office (1,426.00 m²)

They were assessed at 40% of the Maximum Mark

Entry 2

Competitor 2 submitted estimates for both the Regional and Head Office Buildings. The floor area approach was used and the floor area estimates are as follows:

- Head Office (Phase 1) USD 1,404.00 / m²
- Head Office (Phase 2) USD 1,698.00 / m²
- Regional Office (USD 1,440.00 / m²)

They are deemed to be exclusive of Soft Furnishings / Furniture and CCTV / Audio Visual Connections.

The total areas designed for are as follows:

- Head Office (20,405.84 m²)
- Regional Office (1,298.00 m²)

They were assessed at 60% of the Maximum Mark

Entry 3

This competitor submitted estimates for both the Regional and Head Office Buildings based on details probably from some Bills of Quantities. The floor area estimates are as follows:

- Head Office (Phase 1) USD 1,886.00 / m²
- Head Office (Phase 2) USD 1,651.70 / m²
- Regional Office (USD 1,900.00 / m²)

The floor areas designed for are as follows:

- Head Office (26,930 m²)
- Regional Office (1,348.00 m²)

They were assessed at 65% of the Maximum Mark

Entry 6

This competitor submitted estimates and designs for only the Head Office Building. Only summaries were presented for the estimates and the submitted gross floor estimates were as follows:

- Phase 1 - USD 609.00 / m²
- Phase 2 - USD 751.38 / m²

These estimates are gross inadequate and assessed at 20% of the Maximum Mark.

The Designed Area is Head Office - 18,745 m²

Entry 7

This competitor provided estimates for both Head Office and Regional Office Buildings on the floor area approach. The floor area estimates are as follows:

- Head Office (Phase 1) USD 1,431.00 / m²
- Head Office (Phase 2) USD 1,620.00 / m²
- Regional Office (USD 1,440.00 / m²)

The floor areas designed for are as follows:

- Head Office (24,211 m²)
- Regional Office (1,041.00 m²)

They were assessed at 60% of the Maximum Mark

General Comments

Competition Dossier

Two items under 13 of the Competition Dossier headed disqualification (ii and iv) are conflicting in my view

“ii” talks of the competitors substantially satisfying the requirements whilst “iv” says any of the instruction / conditions being disregarded constitutes disqualification. I suggest “iv” be deleted in future request dossiers.

3.0 EVALUATION SCORES

OVERALL PRESENTATION (5%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Response to Client's Brief (1%)	0.52	0.56	0.93	0.63	0.73
Meeting requirements set out in the Competition Dossier (1%)	0.68	0.54	0.93	0.64	0.63
Clarity of Presentation (1%)	0.49	0.46	0.93	0.41	0.53
Clear Hierarchy of Space (1%)	0.43	0.38	0.93	0.38	0.67
Organisation of Parking (1%)	0.53	0.53	0.93	0.62	0.71
Total	2.65	2.47	4.65	2.68	3.27

ARCHITECTURAL DESIGN (45%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Design Ingenuity - Innovative Ideas (5%)	1.67	1.08	3.5	2.25	2.33
Adaptability of the Architectural Identity (5%)	1.33	1.33	4.17	2.2	2
Site Responsiveness (3%)	1	1.06	9.75	1.67	1.67
Modularity and possible Repetitive Building achieved through Industrial Methods and Technology (4%)	2	1.67	3.83	1.5	
Spatial Design Concept, Massing, Aesthetics (10%)	3.67	2.33	7.67	4.33	
Deliverability and Expandability of Proposed Designs (3%)	1	1.33	2.5	1.93	
Space/Design Efficiency (Usable Space to Service / Circulation Space Ratio) 7%	2.67	2.83	6.33	3.17	
Passive Design Strategy (8%)	2	2.33	6.83	3.67	4.5
Total	15.34	13.96	44.58	20.72	10.5

DESIGN ECONOMICS & REASONABLENESS OF COST ESTIMATE (10%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Space Utilisation Efficiency at Design Level (4%)	2	2.5	3	2	7.5
Material Cost pertaining to Building Fabric and Structure (3%)	1.2	1.8	1.95	0.6	3
Material Cost pertaining to Finishes (3%)	1.2	1.8	1.95	0.6	
Total	4.4	6.1	6.9	3.2	10.5

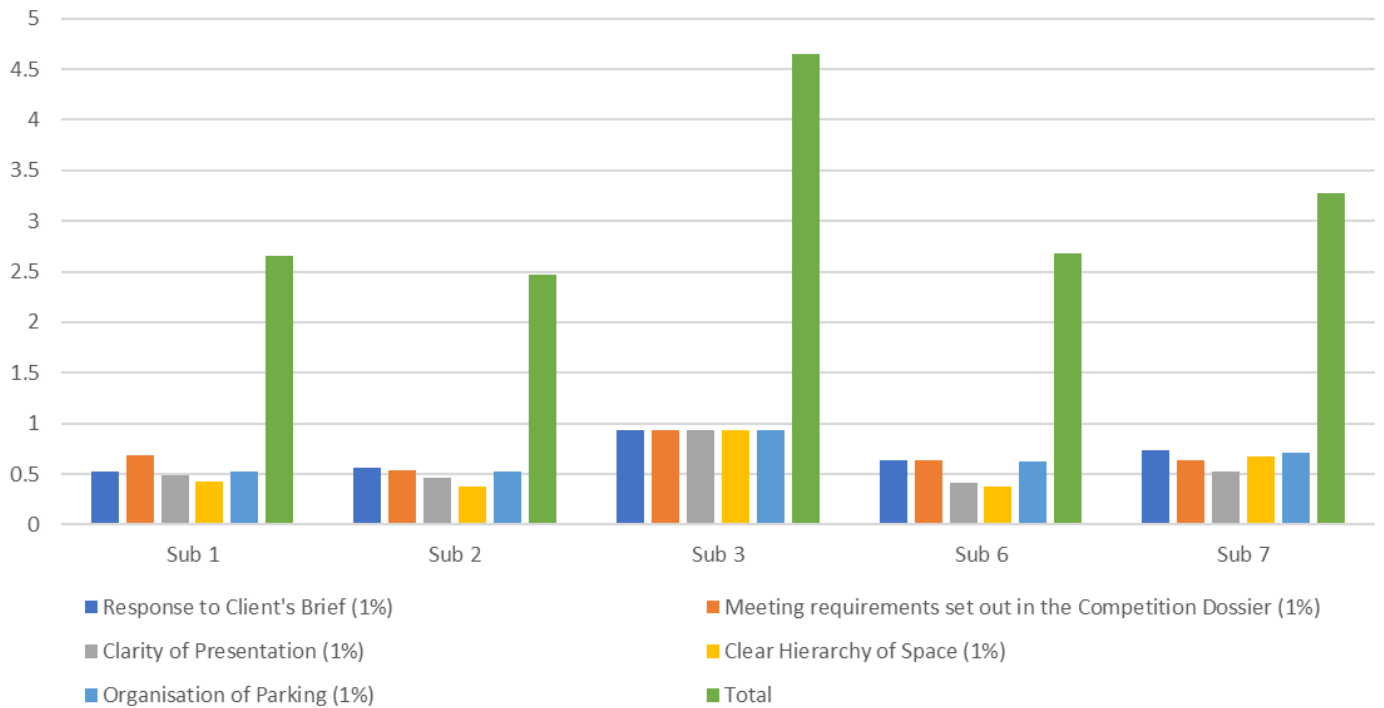
SUSTAINABILITY CHECK-LIST (20%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Environmental (2%)	0.92	1.08	1.6	0.73	2
Site Sensitivity (Ecological Enhancement) 2%	0.67	0.75	1.57	0.45	3
Heat Island Reduction (Ratio of Hard Landscape to Soft Landscape) 2%	0.75	0.83	1.4	0.66	4
Stormwater Runoff Reduction (2%)	0.92	1.04	1.47	0.66	2
Solid Waste Management (2%)	0.75	0.75	1.25	0.64	
Waste Water Management (2%)	0.92	0.75	1.63	0.54	
Energy Efficiency Provisions (3)	3.17	1.37	2.22	0.63	
Material (3%)	2.83	1.42	2.33	0.67	
Water (2%)	2	1.03	1.71	0.67	1.5
Total	12.93	9.02	15.18	5.65	12.5

CIVIL / STRUCTURAL ENGINEERING CONSIDERATIONS (5%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Civil / Structural Considerations (5%)	2	2.7	4.5	1.6	0.15
Total	2	2.7	4.5	1.6	0.15

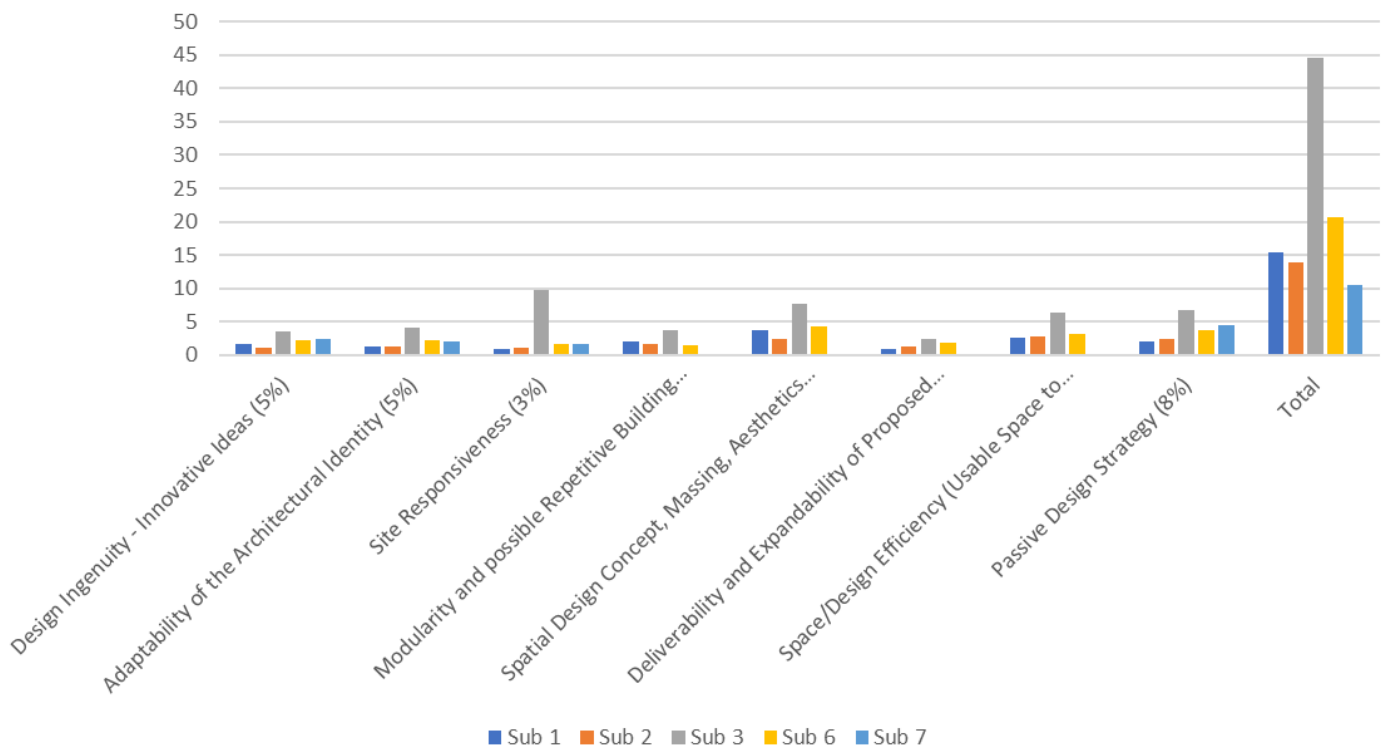
MEP AND FIRE CONSIDERATIONS (10%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
MEP and Fire Considerations (10%)	9	6	8	4	0.3
Total	9	6	8	4	0.3

CONSIDERATION FOR PERSONS WITH DISABILITY (5%)	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
Consideration for Disabled Persons (5%)	1.83	2	4.33	2.17	0
Total	1.83	2	4.33	2.17	0

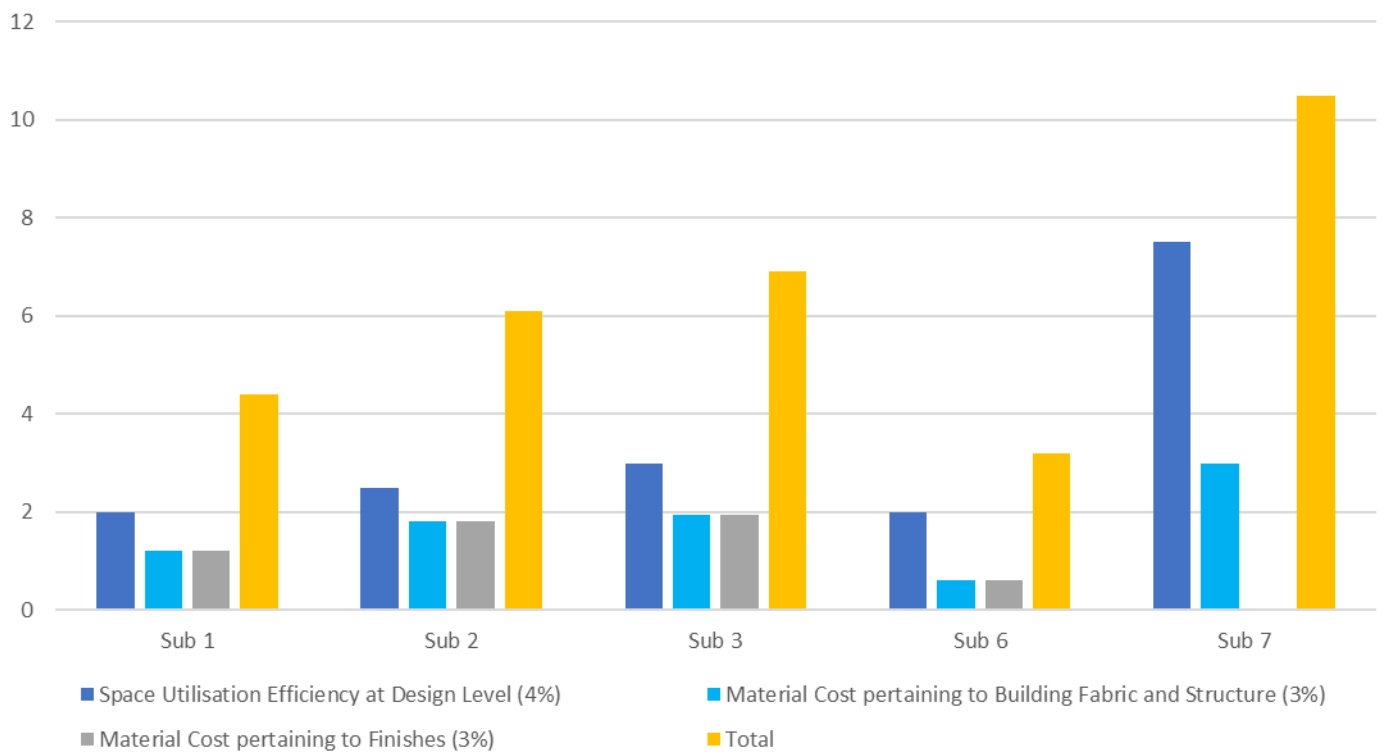
Overall Presentation (5%)



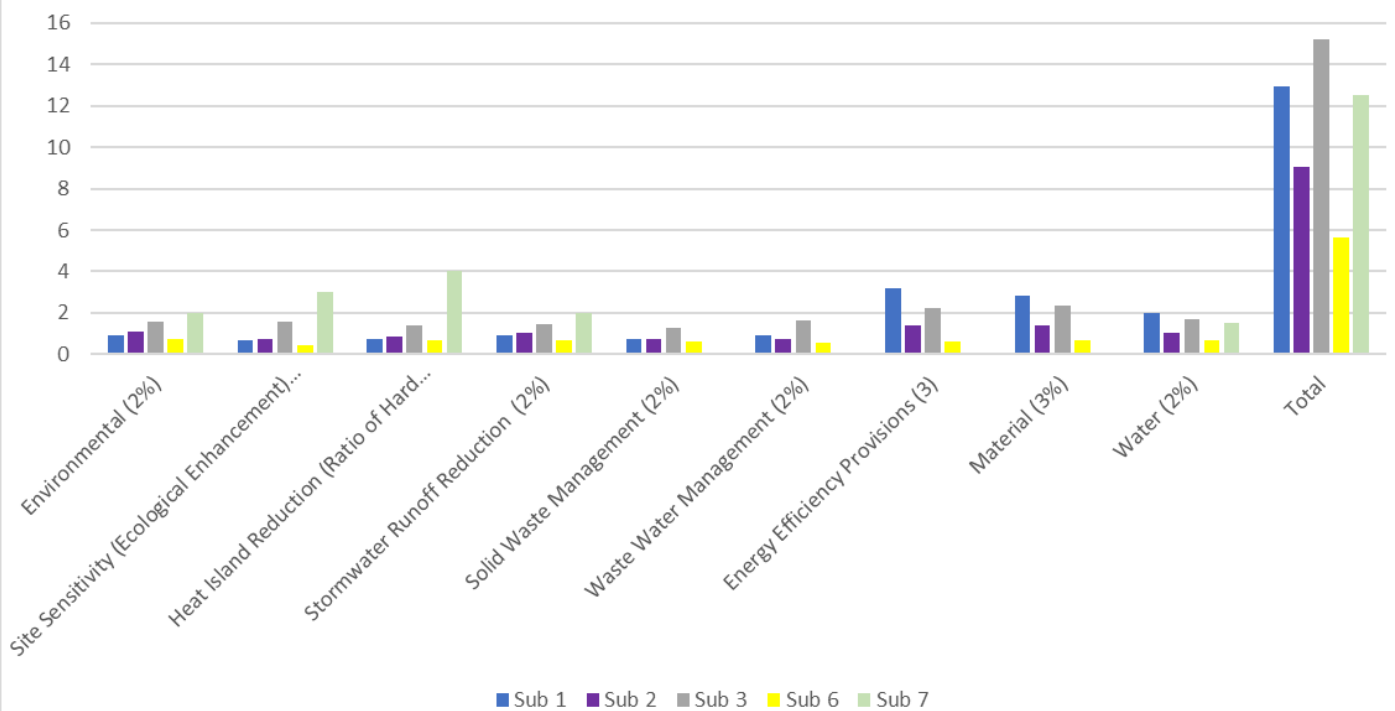
Architectural Design (45%)



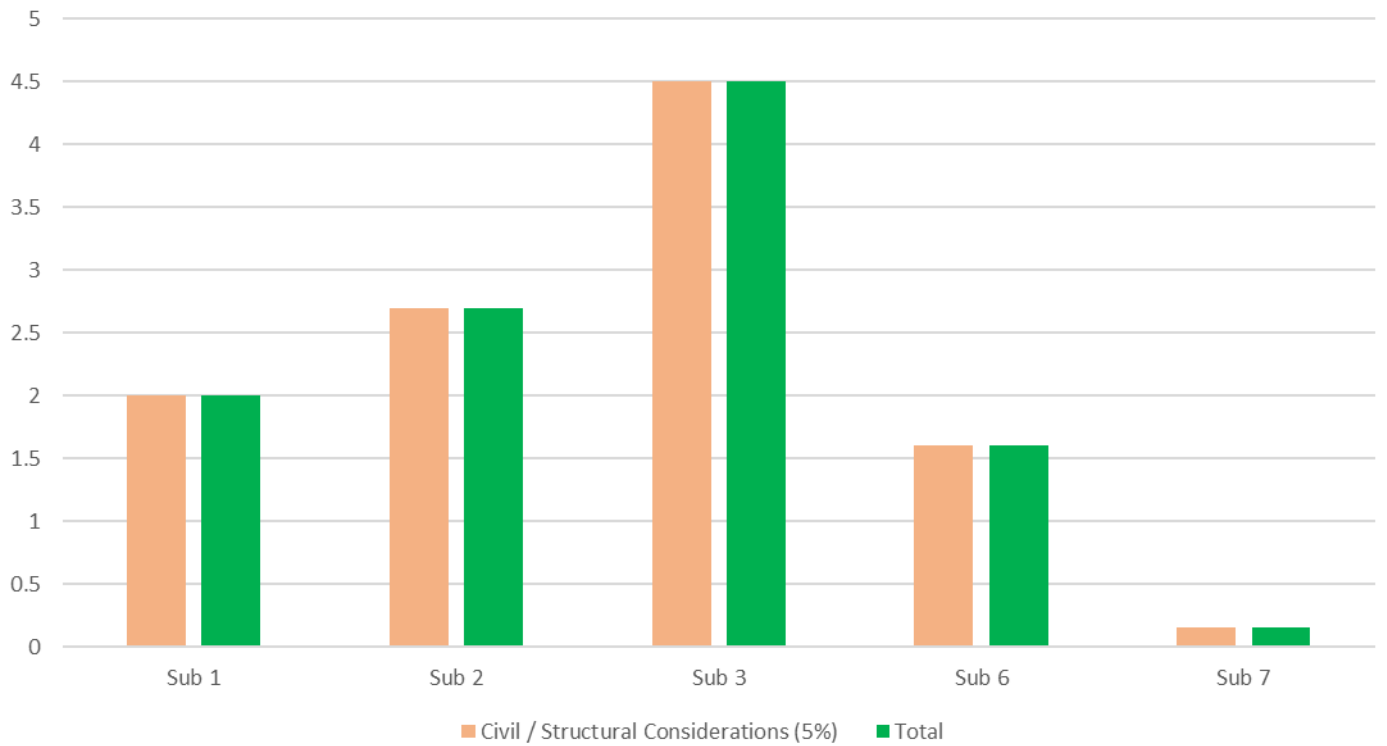
Design Economics & Reasonableness of Cost Estimate (10%)



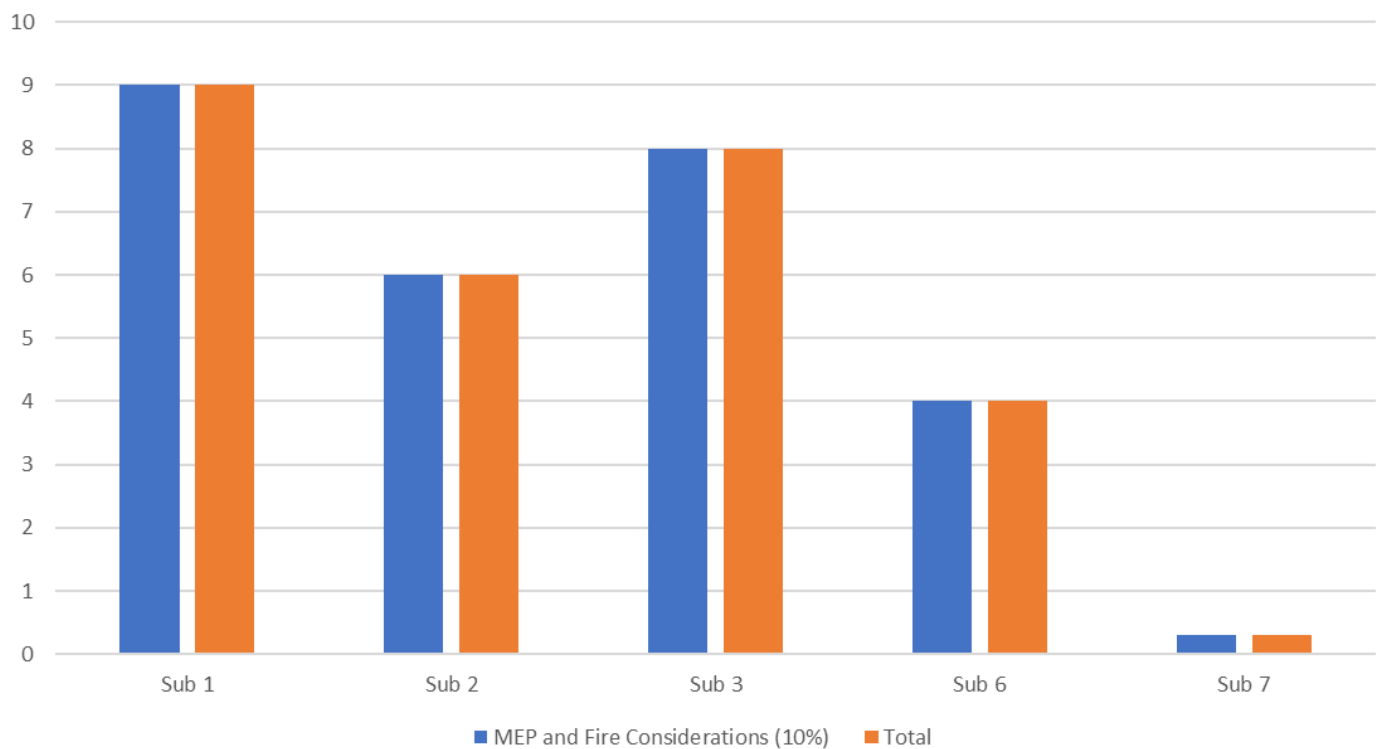
Sustainability Check-List (5%)

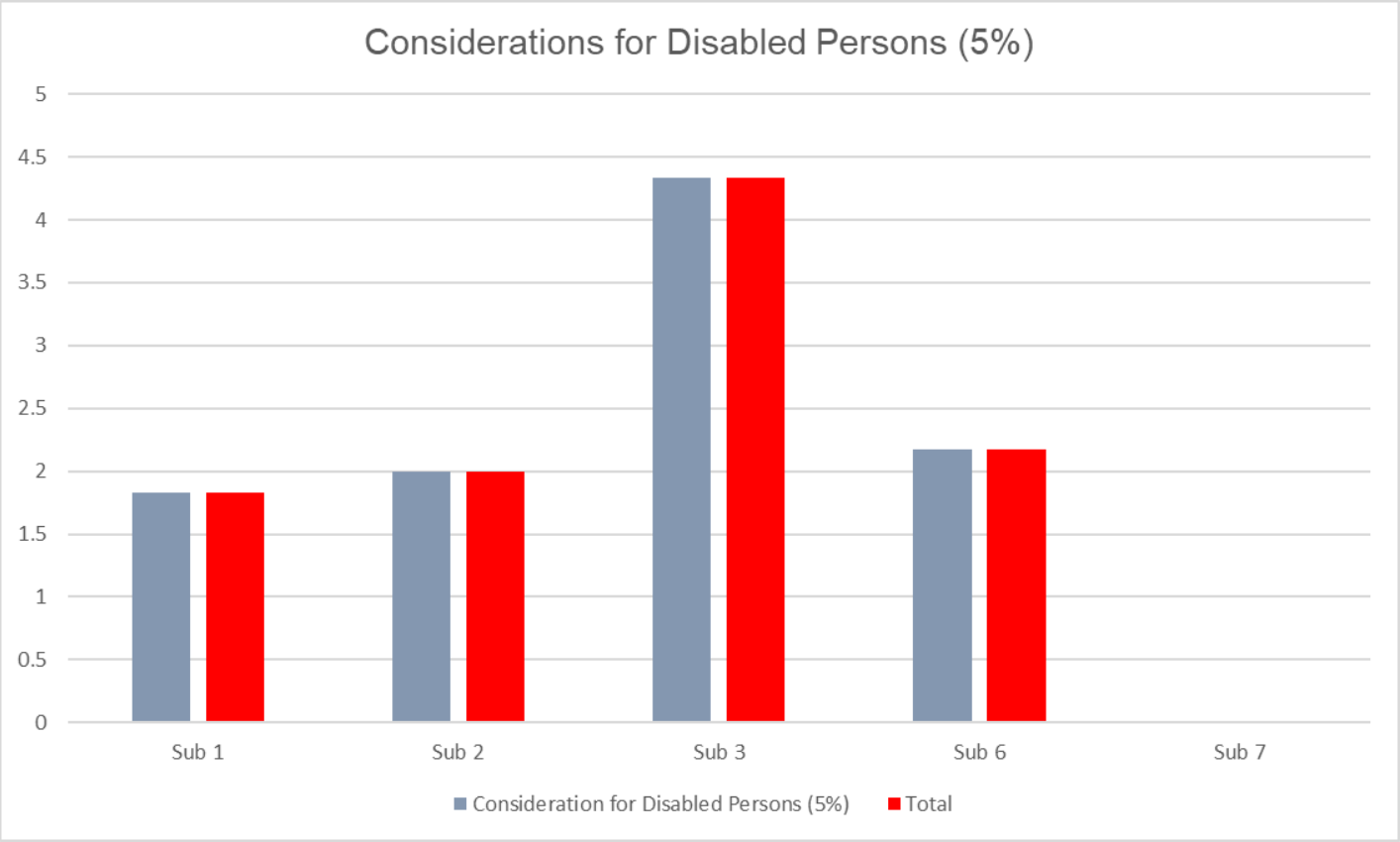


Civil / Structural Engineering Considerations (5%)

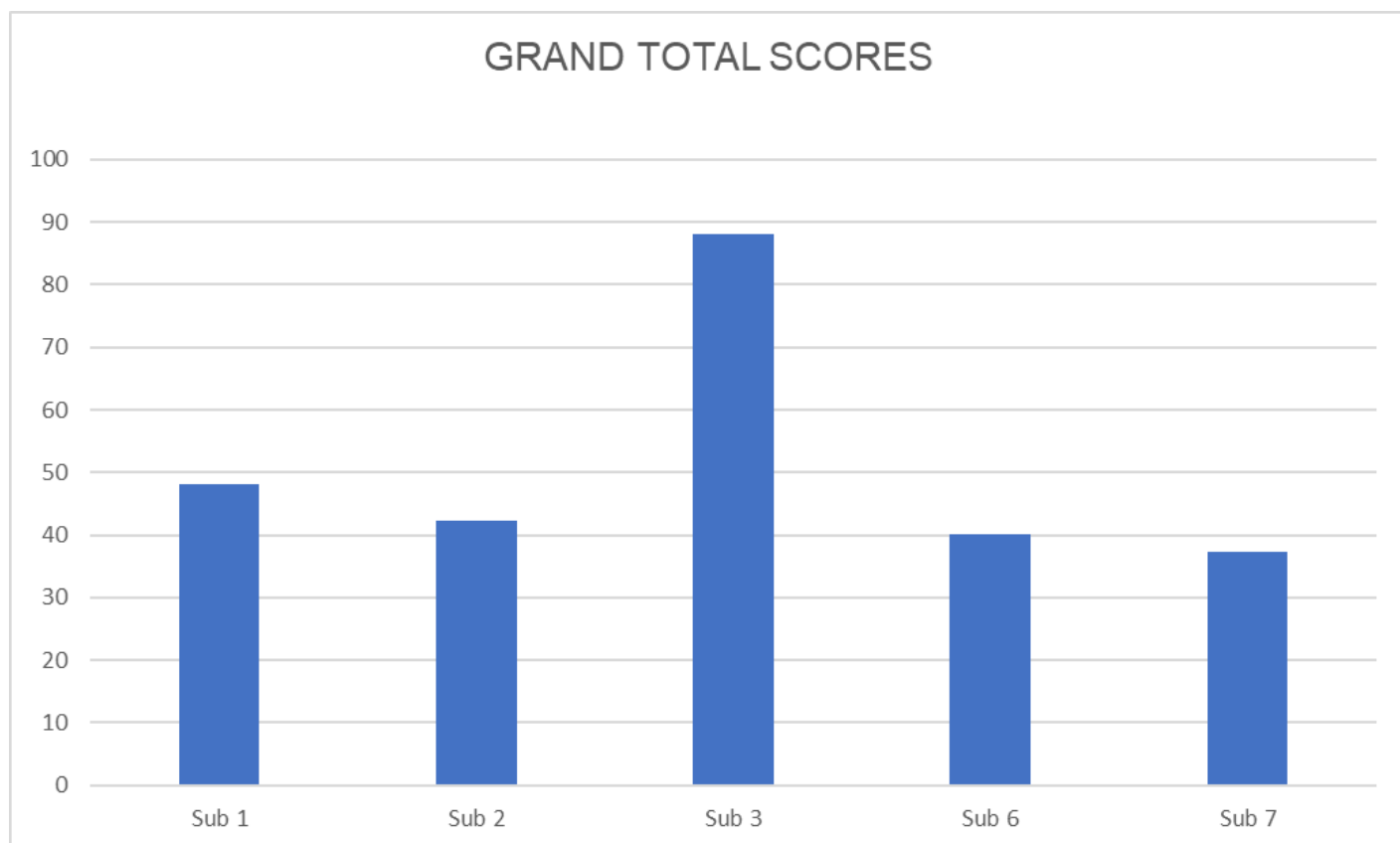


MEP and Fire Considerations (10%)





SCORING CATEGORIES	Sub 1	Sub 2	Sub 3	Sub 6	Sub 7
OVERALL PRESENTATION (5%)	2.65	2.47	4.65	2.68	3.27
ARCHITECTURAL DESIGN (45%)	15.34	13.96	44.58	20.72	10.50
DESIGN ECONOMICS & REASONABLENESS OF COST ESTIMATES (10%)	4.40	6.10	6.90	3.20	10.50
SUSTAINABILITY CHECK-LIST (20%)	12.93	9.02	15.18	5.65	12.50
CIVIL / STRUCTURAL ENGINEERING CONSIDERATIONS (5%)	2.00	2.70	4.50	1.60	0.15
MEP AND FIRE CONSIDERATIONS (10%)	9.00	6.00	8.00	4.00	0.30
CONSIDERATIONS FOR PERSONS WITH DISABILITY (5%)	1.83	2.00	4.33	2.17	0.00
GRAND TOTAL	48.15	42.25	88.14	40.02	37.22



4.0 RECOMMENDATIONS

It is the unanimous decision of the Jury Panel that Competitor with **ENTRY/SUBMISSION NO. 3** won the competition. They recommend that the National Pensions Regulatory Authority go on to work with the winner to develop their Head Office Building.

The Various Jurors in their assessment have made their comments on the Pros and the Cons of the Evaluated Schemes and these are to be considered by the National Pensions Regulatory Authority in proceeding with the winner of the Competition.

5.0 APPROVAL BY JURY

A. ARC. OSEI KWAME AGYEMAN (ARCHITECT) – CHAIRMAN

B. ARC. DANIEL KWADJO TEYE (ARCHITECT) – MEMBER

C. ARC. ALICE ASAFU-ADJAYE – MEMBER

D. SURV. EGBERT K. HOHOABU (QUANTITY SURVEYOR) – MEMBER

E. ING. KWASI OWUSU AMOAH (SERVICES ENGINEER) – MEMBER

F. ING. EMMANUEL AIDOO (STRUCTURAL ENGINEER) – MEMBER

APPENDIX:

SUBMISSION

REQUIREMENTS

**GUIDELINES AND PROJECT BRIEF FOR
ARCHITECTURAL DESIGN COMPETITION**

**PROPOSED DEVELOPMENT OF
HEAD OFFICE BUILDING, ACCRA**

FOR

N ATIONAL PENSIONS REGULATORY AUTHORITY

**ORGANIZED BY
GHANA INSTITUTE OF ARCHITECTS**

The National Pensions Regulatory Authority(NPRA) has mandated the Ghana Institute of Architects (GIA) to organise a design competition to select a Consultant to prepare architectural and engineering designs and bills of quantities for the development of their proposed head office building in Accra. The selected consultant may also be responsible for the full post-contract architectural services to ensure the successful implementation of the project.

The selected Consultant will be required to provide professional, objective and impartial advice and at all times, hold The National Pensions Regulatory Authority's interest paramount, without any consideration for future work, and strictly avoid conflicts with other assignments or their own corporate interests.

The following conditions and guidelines have been prepared to guide the contestants in their design proposals and participation in the competition. These conditions and guidelines are to be strictly adhered to since any breach will render an entry summarily disqualified.

1. Important General Notes

- a. The NPRA makes no guarantee about and takes no responsibility for the accuracy and completeness of these conditions and guidelines and disclaims any liability for interested party's use of the information.
- b. The NPRA may change or replace any information contained in these conditions and guidelines at any time, without giving any prior notice or providing any reason.
- c. The NPRA reserves the right to reject any or all submissions and/or not to proceed with the completion of the building project. This will not relieve the sponsor of the obligation to remunerate owners/consultants of submitted schemes.
- d. Consultants must familiarize themselves with the project brief, the project site and local conditions. Possibly confirm physical surveys of the site, collect and analyse other technical and operational data herein described, in order to attain the objectives of the design competition.

2. Eligibility

This is an open architectural design competition and is opened to architectural firms in good standing. Where a firm decides to associate with another architectural firm for the purpose of entering the competition, evidence of agreement or memorandum of understanding must be provided.

3. Objectives of the Design Competition

The main objective of the design competition is to select an outstanding architectural design and its Architect on a Quality-Based Selection Method for the design and construction supervision of this proposed Class A office building.

4. Responsibilities of the Sponsor and Competition Coordinator

The Competition Sponsor is the National Pensions Regulatory Authority and the Competition Coordinator is the Ghana Institute of Architect and together their responsibilities are as follows:

- A. To provide the competitors with the information required to participate in the competition. The following information is included in these Conditions and Guidelines:

- i. Name of sponsor
 - ii. Subject of the design competition
 - iii. Objective and submission requirements
 - iv. Remuneration for the participants
- b. To draw up for distribution to the competitors the Particulars and Conditions of the competition in accordance with this document.
 - c. To establish all competitors' rights in the designs submitted including protection of the designs under the Copyright Act.
 - d. To answer competitors' questions promptly.
 - e. To conduct the competition in such a manner that all competitors will be placed under uniform conditions.
 - f. To examine the designs and ascertain whether they comply with the mandatory requirements of the conditions.
 - g. To ensure that all competitors are entities which are registered with the ARC and authorized to practice architecture in Ghana, in accordance with the Architects Act 1969 (NLCD 357) and ARC Bye-laws.
 - h. To advise the competitors of the results of the judgment.
 - i. To remunerate the winning participants promptly upon conclusion.
 - j. Appoint a Professional Advisor in consultation with GIA to organize the competition.

5. Responsibilities of the Competitors (Architects)

- a. To satisfy themselves that honorarium for winning participants are disclosed, fair and reasonable.
- b. To satisfy themselves that all competitors are equally treated.
- c. To satisfy themselves that these guidelines are met.

6. Jury

A jury that shall comprise reputable Architects and members of the allied professions shall be appointed to assist the Professional Advisor in the assessment of the submissions. The profiles of the Jury (adjudicators) shall be sent to all competitors as an addendum not later than Wednesday 30th November, 2022

7. Exhibition

The sponsor may arrange for a public exhibition of the submissions. The sponsor may make available photographs or reproductions of portions of the submissions for the use of the media. In all cases, the authorship of each submission shall be fully and properly credited.

8. Presentation

- i. All submissions, including architectural and engineering drawings and project reports are to be presented in both print and soft. Any architectural embellishment may be displayed but facades must **NOT** be rendered obscured by unnecessary shades and shadows, or be covered by trees, human being, vehicles, etc. Essential shades and shadows must be accurate and actual and proposed planting may be shown on the site layout.
- ii. Contemporary architecture is preferred and proposed concepts should show;
 - Innovation;
 - Aesthetics;
 - Environmental responsiveness;
 - Disability friendliness;
 - Spatial efficiency;
 - Incorporation of local building materials where possible;
 - Potential revenue generation attributes.
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9. Minimum Submission Requirements

Two (2) sets of all architectural drawings and design reports are to be presented in both print and soft to cover the following:

- i. Site and block plans showing all property lines, circulation ways, all buildings and landscaping;
- ii. Spatial design concept, massing, exploration of form, space and volume as a design tool/ compositional element
- iii. Floor Plans at all levels showing space utilisation;
- iv. Longitudinal and Cross sections;
- v. Elevations and views of all building facades;

- vi. 3-dimensional expressions or perspectives of proposed building (street views, interior views, aerial views, etc.) relating to the existing and envisaged future environs;
- vii. Short Statements on Civil and Structural Engineering Considerations
- viii. Short Statements on Mechanical, Electrical, Plumbing and Fire suppression/fighting considerations
- ix. 2 No. A4 copies of all drawings and 3-Ds (simply stapled together or held with paper clips in separate envelope)
- x. Design Report on the proposal shall include the following items, but not limited to:
 - Clear expression and concise statement on the design concept or goal that can be related to the physical form of the design.
 - Schedule of facilities and services provided.
 - Schedule indicating individual and total area covered by the designed spaces.
 - Short Statements on Civil/Structural Engineering Considerations
 - Short Statements on Mechanical, Electrical, Plumbing and Fire Suppression/Fighting Consideration
 - Sustainability Check-List
 - Design Economics and Project Cost Estimate (Relevant Cost) Consideration
 - Innovations in Design

10. Evaluation Criteria

The general criteria for the assessment of entries will be as follows:

i.	Overall Presentation	-5%
ii.	Architecture (Design, creativity and Innovation)	-45%
iii.	Sustainability Check-List	-20%
iv.	Civil/Structural Engineering Consideration	-5%
v.	MEP and Fire Considerations	-10%
vi.	Consideration for Persons with Disability	-5%
vii.	Design economics and Cost Estimate (Relevant Cost) Consideration	<u>-10%</u>
	Total Score	-100%

11. Scale of Drawings and Sheet Sizes

All drawings must be drawn on A2 sheets (minimum size of paper) at scales sufficient to explain the proposed scheme.

12. Anonymity

Strict anonymity **MUST** be observed by the competitors throughout the competition period. Submissions, including all drawings and reports **MUST NOT** bear any symbol, insignia, logo, emblem or any indication to expose the identity of the author or the firm submitting the entry. Competitors will be invited to identify their submissions to the Jury after the entire technical assessment has been completed and a report submitted to the sponsor.

13. Disqualification

Entries shall be summarily disqualified for any of the following reasons;

- i. If an entry is received after the stated dates and times;
- ii. If an entry does not substantially satisfy the project brief and or minimum submission requirements;
- iii. If a competitor discloses his/her identity or improperly attempts to influence the decision of the jury assessors; and
- iv. If any of the conditions or instruction are disregarded.

14. Programme/ Timelines

No.	Description of Activity	Start Date	Finish Date	Duration	Responsibility
1	Client's Brief (Meeting between the GIA Competition Coordinator and Representatives of NPRA).	20.09.2022	20.09.2022	1 Business Day	GIA/NPRA
2	Development of Client's	21.09.2022	27.09.2022	6 Business Days	GIA
3	Presentation of Developed Brief for Client's Sign Off. NPRA to submit list of their members to be part of the adjudicators	27.09.2022	27.09.2022	1 Business Day	GIA/NPRA
4	Development of Competition Dossier	27.09.2022	11.10.2022	10 Business Days	GIA
5	Presentation of Competition Dossier to NPRA for Sign Off	11.10.2022	11.10.2022	1 Business Day	GIA/NPRA
6	Launch of Competition for Expression of Interest by Membership	27.10.2022	27.10.2022	1 Business Day	GIA
7	Period for Expression of Interest	27.10.2022	03.11.2022	5 Business Day	GIA
8	Pre-Competition Meeting with prospective competitors	11.11.2022	11.11.2022	1 Business Day	GIA
9	Submission of Competition Dossier to Competitors	15.11.2022	15.11.2022	1 Business Day (4:00pm)	GIA
10	Architectural Design Competition Period	16.11.2022	30.01.2023	28 Business days	Competitors
11	Submission of Concept Designs by Competitors	30.01.2023	30.01.2023	1 Business Day (4:00pm)	Competitors
12	Adjudication	31.01.2023	03.02.2023	4 Business days	GIA/NPRA
13	Evaluation Report Writing	06.02.2023	17.02.2023	10 Business Days	GIA
14	Presentation of Evaluation Report to NPRA for Sign Off	20.02.2023	20.02.2023	1 Business Day	GIA/NPRA
15	Announcement of Winner	21.02.2023	21.02.2023	1 Business Day	GIA/NPRA
16	Total			72 Business Days	

15. Proposed Prizes

1 st Prize (Winner)	- Fifty thousand Ghana Cedis (GH ₵ 50,000.00)
2 nd Prize (1 st Runner-up)	- Forty thousand Ghana Cedis (GH ₵ 40,000.00)
3 rd Prize (2 nd Runner-up)	- Thirty thousand, Ghana Cedis (GH ₵ 30,000.00)

16. Questions and Queries

All questions, enquiries and queries should be directed to the Honorary Secretary, Ghana Institute of Architects to the addresses detailed in No. 17 below. All answers will be furnished to all competitors in writing/by e-mail. Dead line for submission of queries by competitors shall be 23rd November, 2022. Response to queries shall be communicated to all competitors not later than 25th November, 2022

17. Submission of Entries

Entries are to be appropriately parceled and sealed **WITHOUT ANY FORM OF IDENTIFICATION WHATSOEVER**, and delivered to the street address below not later than **16.00hrs GMT on the due dates indicated above.**

Mailing Address: The Honorary Secretary,
Ghana Institute of Architects,
P.O. Box MB 272,
Accra, Greater Accra Region, Ghana

Street Address: Architecture House
No. 3 Abdul Diouf Road
Ridge,
Accra.

Telephone: 0303.966.841/0302.229.464/0241.921.557

E-mail: admin@gia.com.gh

Contact Person: Honorary Secretary, Ghana Institute of Architects

PROJECT BRIEF

PROPOSED HEAD OFFICE BUILDING FOR THE NPRA

GENERAL INFORMATION

The National Pensions Regulatory Authority(NPRA) has acquired a 1.14Acre plot of land situated on the N1 Highway opposite the 335 Place Office Building and intends to develop its Head Office Building.

The NPRA requires a Grade A building that matches its aspirations, is iconic, modern, functional and environmentally friendly. The Design should reflect the vision, mission and core values of the NPRA.

The Project is intended to be constructed in two Phases. Phase 1 must be designed to look complete as a stand-alone facility but be easily integrated to Phase 2 which will be developed in the not too distant future.

Adequate provision for ancillary facilities including car parking and security services for clients and employees should be organized to allow efficient and comfortable use by all categories of users.

There should be provision for modern mechanisms that will ensure optimum energy usage.

BRIEF

Contestants Shall consider but not limit themselves to the following;

Phase 1 Building

- 4-Storey building with each floor plate approximately 800square meters in area.
- Parking for building must meet required parking ratio of 4-parkings to a 100square meters of Gross leasable area for office buildings.
- Main Reception to accommodate guests who visit the facility. Consider how this links to the future Phase 2 in your proposal
- Washroom facilities must meet the expected occupancy per floor.
- Staff Canteen with commensurate reheat kitchen should be provided.
- Gym facility for 15 people.
- Space for nursing mothers
- Infirmary

Phase 2 Building

- 12-Storey building with each floor plate approximately 1200square meters in area.
- Parking for building must meet required parking ratio of 4 parking to a 100square meters of Gross leasable area for office buildings.
- Main Reception to accommodate guests who visit the facility.
- Washroom facilities must meet the expected occupancy per floor.
- Canteen with commensurate reheat kitchen should be provided.
- Conference Facility seating 350 people.
- Gym facility for 30 people.

GENERAL SERVICES

- Surface parking for users of the facility
- Security gate post
- Water storage and borehole area
- Air-conditioning units should be well concealed
- Connection of liquid and solid waste to existing lines
- Refuse collection point

****END****