

The Hong Kong Institute of Architects
**annual awards &
exhibition 2017/18**

nomination brief

**deadline for nomination
1 June 2018, Friday
17:30**

INVITATION TO COMPETE

Dear Members,

On behalf of the Institute, I cordially invite you to participate in the HKIA Annual Awards 2017/18 by making submissions of your works.

After a review on awards categories gone through by the Annual Awards 2016/17 Organising Committee in the last exercise, we received positive feedbacks from our fellow members. We strongly believe such changes would help “Build a better Hong Kong. Promote Architectural Excellence”.

We honour our members and their outstanding works. Prize Presentation was conducted at HKIA Annual Dinner 2017 for last exercise of Annual Awards. I witnessed how guests of Annual Dinner applauded for the winners. What a touching moment. I am glad to see our members' achievement is well recognized and looking forward a wider extent of recognition around the world.

Architectural works by our fellow architects are definitely of high quality. The Institute strives for the best opportunity of exposing our works to the world. We count on you to let us, and the world, know your good works.

I sincerely look forward to your submissions.

Yours sincerely,
Cullen WONG
Chairman
Annual Awards 2017/18 Organizing Committee

TABLE OF CONTENTS

1. INTRODUCTION	3
2. AWARDS CATEGORY	3
2.1 HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong	3
2.2 HKIA Medal of Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong	4
2.3 President's Prize	5
2.4 Special Architectural Award	5
3. SCHEDULE & DEADLINE	8
4. RULES & REQUIREMENTS	9
4.1 Eligibility	9
4.2 Nomination	10
4.3 Nomination Fee	11
4.4 Participation Fee in Public Exhibition and Publication	11
4.5 Submission	12
4.6 Presentation Board Format	13
5. TERMS & CONDITIONS	15
5.1 Examination for Eligibility of Submissions	15
5.2 Ownership of the Submissions	15
5.3 Return of Submission	15
5.4 Disclaimer	15
6. JURY PANEL	16
7. NOMINATION FORM	17
8. ENQUIRY & CONTACTS	17

1

INTRODUCTION

With a view to promoting excellence of design in architecture which contributes significantly to the built environment in/outside Hong Kong, nominations are invited for buildings to compete for the HKIA Annual Awards 2017/18. Selected entrants are invited to participate in the HKIA Annual Awards Exhibition 2017/18 which is tentatively scheduled for fourth quarter of 2018.

The purpose of the HKIA Annual Awards and Exhibition are to give professional recognition and to increase public awareness to outstanding achievements in architecture. The Annual Awards & Exhibitions aim to foster an appreciation for buildings which have been designed by members of HKIA and have achieved architectural excellence that deserve professional acknowledgement and public awareness.

2

A W A R D S C A T E G O R Y

2.1

HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong

香港建築師學會全年境內建築大獎 /
香港建築師學會境內優異獎

HKIA Medal of the Year of Hong Kong

The highest honour of all awards given by HKIA to members' works of architectural excellence in Hong Kong and setting an outstanding benchmark in architectural profession. The projects are selected from the HKIA Merit Award of Hong Kong entries.

HKIA Merit Award of Hong Kong

The Merit Awards form the shortlist for **HKIA Medal of the Year of Hong Kong**. They are arranged in 5 building types:

- (i) Residential Building
 - e.g. apartment, house, public housing hostel, dormitory, etc.
 - High rise (building of height 30m above)
 - Low rise (building of height 30m or below)
- (ii) Commercial Building
 - e.g. office building, shopping centre, hotel, showroom, etc.
- (iii) Community Building
 - e.g. educational building, religious building, market, swimming pool, community hall, library, sports facility, police station, fire station, hospital, healthcare buildings, youth centre, elderly centre, columbarium, crematorium, etc.

2.1 **HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong (cont')**

- (iv) Industrial / Transport / Utility Building
 - e.g. airport, cruise terminal, piers, public transport interchange, bus/railway/MTR station, carpark, warehouse, industrial facilities, power stations, sub stations, treatment plants etc.
- (v) Mixed-use(s) Building
 - A mix of the above categories, with no facilities of any one category exceeding 90% of the total GFA or construction floor area.

Submission Requirements

No limitation to the building size. Award for outstanding examples of that category of building and for contribution made to development of the building type. Some categories may have more than 1 winner and others may have none.

Assessment Criteria

- (i) Impressive architectural design, provide good functional relationship and remarkable spatial quality.
- (ii) Responsive to the nature and/or urban context of the development.
- (iii) Sustainable, adaptive to changes, responsive to the environment, and put concepts of sustainability and environmental friendliness in practice.

2.2 **HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong**

香港建築師學會全年境外建築大獎 /
香港建築師學會境外優異獎

HKIA Medal of the Year Outside Hong Kong

The highest honour of all awards given by HKIA to members' works of architectural excellence outside Hong Kong and setting an outstanding benchmark in architectural profession. The projects are selected from the HKIA Merit Award **Outside Hong Kong** entries.

HKIA Merit Award Outside Hong Kong

The Merit Awards form the shortlist for **HKIA Medal of the Year Outside Hong Kong**. They are arranged in 5 building types:

- (i) Residential Building
 - e.g. apartment, house, public housing hostel, dormitory, etc.
 - High rise (buildings of 8 storeys above)
 - Low rise (buildings of 8 storeys or below)
- (ii) Commercial Building
 - e.g. office building, shopping centre, hotel, showroom, etc.
- (iii) Community Building
 - e.g. educational building, religious building, market, swimming pool, community hall, library, sports facility, police station, fire station, hospital, healthcare buildings, youth centre, elderly centre, columbarium, crematorium, etc.
- (iv) Industrial / Transport / Building
 - e.g. airport, cruise terminal, piers, public transport interchange, bus/railway/MTR station, carpark, warehouse, industrial facilities, power stations, sub stations, treatment plants etc.

2.2 HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong (con't)

- (v) Mixed-use(s) Building
 - A mix of the above categories, with no facilities of any one category exceeding 90% of the total GFA or construction floor area.

Submission Requirements

No limitation to the building size. Award for outstanding examples of that category of building and for contribution made to development of the building type. Some categories may have more than 1 winner and others may have none.

Assessment Criteria

- (i) Impressive architectural design, provide good functional relationship and remarkable spatial quality.
- (ii) Responsive to the nature and/or urban context of the development.
- (iii) Sustainable, adaptive to changes, responsive to the environment, and put concepts of sustainability and environmental friendliness in practice..
- (iv) Responsive to the climatic condition and cultural context of the area.

2.3 President's Prize

會長獎狀

Award given to members' work in Hong Kong that shown a high quality and creativity in architectural design with a limited budget.

Submission Requirements

The construction cost of the work, excluding the cost of site formation & structure, shall be **less than HK\$50 million**. No limitation is set to nature of work.

Assessment Criteria

Architectural, urban design, social, sustainable and/or other related achievements commensurate with the budget.

2.4 Special Architectural Award

主題建築獎

Award given to members' architectural works or research in or outside Hong Kong of contribution to a particular architectural design issue:

- (i) Heritage & Adaptive Re-use
- (ii) Architectural Research
- (iii) Interior
- (iv) Urban Design & Master Planning
- (v) Alteration and Addition Works
- (vi) Inclusive Design
- (vii) Architectural Sustainability

Submission Requirements

- (i) Heritage & Adaptive Re-use
 - An existing building or space having undergone and completed a renovation, restoration, revitalization or similar process to its physical structure and/or communal facilities.
- (ii) Architectural Research
 - An architectural research project completed with substantial findings/results.

2.4 Special Architectural Award (cont')

- (iii) Interior
 - Entries may be new construction, renovation or preservation/restoration projects
- (iv) Urban Design & Master Planning
 - Entries shall be a real urban design project, planning projects, public space, or environmental projects.
- (v) Alteration and Addition Works
 - Entries shall be completed projects with the submission of Certificate on Completion of Building Works not resulting in a new building or of street works (Form BA 14) to the Building Authority or with equivalent qualification with justification submitted with the entries.
- (vi) Inclusive Design
 - The design of mainstream buildings and/or services that are accessible to, and usable by, as many people as reasonably possible without the need for special adaptation or specialised design.
- (vii) Architectural Sustainability
 - The sustainable design must be expressed and distinct the building in function and building design.

Assessment Criteria

- (i) High quality architectural work or research in contribution to particular design issue such as Heritage, Architectural Research, Interior, Urban Design and Master Planning, Alteration and Addition Works, Inclusive Design and Architectural Sustainability.
- (ii) Benchmarking standard and provide important theoretical and academic background for advancement of architectural knowledge and development.

Notes:

Members may submit the same project for different category. However, a separate submission package must be made, for example:

- i) In the case of a building nominated for the HKIA Medal of the Year of Hong Kong / Merit Award of Hong Kong under different building types, e.g. Commercial & Industrial / Transport / Building.
- ii) In the case of a building nominated for the Special Architectural Award under more than one architectural design issue.
- iii) In the case of a building nominated for the HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong and architectural design issue under the Special Architectural Award.
- iv) In the case of a building nominated for the President's Prize and architectural design issue under the Special Architectural Award.

3

SCHEDULE & DEADLINE

23 April 2018, Monday	Invitation of nominations for the HKIA Annual Awards 2017/18
1 June 2018, Friday, 17:30	Closing of receipt of nominations
4 July 2018, Wednesday	<u>Jury / Assessment Process</u> Stage 1 First Screening <ul style="list-style-type: none">- Jury Panel will screen-out nominations from entering into next stage if such nominations are considered not to have met the objective of the Award criteria. Stage 2 Shortlisting Process <ul style="list-style-type: none">- Jury Panel will review all nominations and sort out those the jury panel would have questions and wish to learn more, on presentation boards and other submitted materials. Interviews on and site visits to these selected entries might be arranged. Stage 3 Presentations, <u>Site</u> visits and Jury Recommendation ^{note 1} <ul style="list-style-type: none">- Site visits and interviews may be arranged for the projects which the Jury Panel wishes to know more. Separate notice will be sent to those project teams. <u>(Project teams are strongly advised to reserve these days for site visits & interviews.)</u>- Jury Panel to recommend the shortlisted and winning projects.^{note 2}
5 July 2018, Thursday to 6 July 2018, Friday	
Fourth Quarter of 2018	Annual Awards winning and finalist entries will be officially announced at Press Conference held during an Exhibition.
3 November 2018, Saturday	Prize Presentation will be held at the HKIA Annual Ball 2018.

Note 1

Request for site visit or interview for a project does not represent the project has been shortlisted or awarded.

Note 2

- Nominations which are not being shortlisted or awarded will be refunded with the submitted participation fees (part A) HK\$6,600 and (part B) HK\$8,800.
- Shortlisted project is required to contribute the participation fee (part A) HK\$6,600 for productions of exhibition(s) and monograph. The participation fee (part B) \$8,800 will be refunded.
- Awarded project is required to contribute the participation fees (part A & B) HK\$15,400 for productions of exhibition(s) and monograph.

N.B.

Schedule and deadlines are subject to be amended by HKIA. Prior notice will be provided by HKIA on its official website www.hkia.net to members.

4

RULES & REQUIREMENTS

4.1 Eligibility

- The building under nomination must be located within Hong Kong territorial limits for HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong and President's Prize.
- The building under nomination for HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong must be located outside Hong Kong territorial.
- Projects under nomination for Special Architectural Award could be located within or outside Hong Kong territorial.
- All buildings designed by Members of HKIA are eligible for nominations. Nominations must be made by a HKIA member.
- The nominated projects shall not be in any way associated with members of the Jury.
- A partially completed building would not be accepted unless phasing of the project is so obvious as to render the completed portion a distinct building.
- Restored, rehabilitated and converted buildings are eligible for nomination.
- All nominated buildings or projects should be completed within the last 5 years up to 31/03/2018 (i.e. OP Date within 01/04/2013 to 31/03/2018).
- A building can be nominated provided it has never received any award from HKIA Annual Awards in previous years. Members may not submit any work that has already received an award from HKIA Annual Awards before, this applies to all categories of award.
- The design team for each project that is nominated must headed by a Fellow or Member of the HKIA. The nomination must specify that if successful, the award should be made to the architectural practice and / or the member(s) of the HKIA, listed in any order as selected by the team leader.
- The joint venture partnership design team for each project that is nominated must be headed by a Fellow or Member of the HKIA. The design team must upon nomination, declare which Joint Venture party is the major designer. Should the nomination be successful, the award shall be made to the joint venture team.

4.1 Eligibility (cont')

Notes:

- i) The HKIA does not bind itself to confine its selection to the works nominated.
- ii) The Institute reserves the right not to make an award if the Jury Panel considers no nomination is worthy of an award.
- iii) The Organizing Committee of HKIA Annual Awards has the discretion to recommend to Jury Panel to exclude entries from the Exhibition & the Publication of Annual Awards with endorsement by Jury Panel.
- iv) The decision of the Jury Panel shall be final.

4.2 Nomination

- Any Members of the Institute is at liberty to nominate one or more buildings designed by any other members of the Hong Kong Institute of Architects for consideration. The nominator should nominate by completing the attached Nomination Form with the consent of the Nominee together with all necessary documents.
- The nominees for HKIA Medal of the Year of Hong Kong / HKIA Merit Award of Hong Kong shall indicate in Item 5 of the nomination form, the award category and building type of the submitted project. The entries will be grouped under different categories of building types for assessment.
- The nominees for HKIA Medal of the Year Outside Hong Kong / HKIA Merit Award Outside Hong Kong shall indicate in Item 5 of the nomination form, the award category and building type of the submitted project. The entries will be grouped under different categories of building types for assessment.
- In case of doubt about the building type of a particular submission, the decision of the Organizing Committee shall be final.
- The nominees for Special Architectural Award shall indicate in Item 5 the appropriate award category of the submitted building for Special Architectural Award to be considered by the Jury.

4.3 Nomination Fee

- HKIA Medal of the Year of Hong Kong /
HKIA Merit Award of Hong Kong
 - HK\$8,600 for each nomination
- HKIA Medal of the Year Outside Hong Kong /
HKIA Merit Award Outside Hong Kong
 - HK\$8,600 for each nomination
- President's Prize
 - HK\$5,300 for each nomination
- Special Architectural Award
 - HK\$5,300 for each nomination

Notes:

- i) The Nomination Fee is non-refundable once it is submitted.
- ii) Submitted Nomination Fee of any ineligible building or project will not be refunded also.

4.4 Participation Fee for Public Exhibition and Publication

- Each nomination has to submit a Participation Fee for Public Exhibition and Publication at HK\$15,400 in additional to the respective nomination fee mentioned in paragraph 4.3. Nominations NOT being shortlisted and NOT awarded will be refunded with the submitted Participation Fee HK\$15,400. Their submissions will not be displayed in the HKIA Annual Awards 2017/18 Exhibition(s) (to be held in the fourth quarter of 2018 and after Prize Presentation at HKIA Annual Ball 2018) nor published in the Annual Awards 2017/18 Monograph.
- Participation Fee for Finalist Entries
For each Finalist entry of
 - HKIA Medal of the Year of Hong Kong,
 - HKIA Medal of the Year Outside Hong Kong,
 - HKIA Merit Award of Hong Kong,
 - HKIA Merit Award Outside Hong Kong,
 - President's Prize and
 - Special Architectural Award,their works will be displayed in the HKIA Annual Awards 2017/18 Exhibition(s) and published in the Annual Awards 2017/18 Monograph. They will be required to contribute their HK\$6,600 Participation Fee only to support part of the running cost of the Exhibition(s) (to be held in the fourth quarter of 2018 and after Prize Presentation at HKIA Annual Ball 2018) and publication of the Annual Awards 2017/18 Monograph. The balance of the submitted Participation Fee will be refunded accordingly.

4.4 Participation Fee for Public Exhibition and Publication (cont')

- Participation Fee for Awarded Entries
For each Awarded Entry of
 - HKIA Medal of the Year of Hong Kong,
 - HKIA Medal of the Year Outside Hong Kong,
 - HKIA Merit Award of Hong Kong,
 - HKIA Merit Award Outside Hong Kong,
 - President's Prize and
 - Special Architectural Award,they will be presented the respective award in the Prize Presentation Ceremony at HKIA Annual Ball 2018 and their works will be displayed in the HKIA Annual Awards 2017/18 Exhibition(s) and published in the Annual Awards 2017/18 Monograph. They will be required to contribute Participation Fee in full, i.e. \$15,400, to support part of the running cost of the Exhibition(s) (to be held in the fourth quarter of 2018 and after Prize Presentation at HKIA Annual Ball 2018) and publication of the Annual Awards 2017/18 Monograph.

- For the awarded projects, building models or study models, 3D audio and visual illustration may be invited by the Organizing Committee for exhibition. In the past, 3D presentation materials and video display are considered to be more appreciated by the public. However, these extra displays will be subjected to additional costs.

4.5 Submission

- Nominations, together with all required documents, must reach the Registrar of the Hong Kong Institute of Architects on or before 17:30 on 1 June 2018, Friday.

- Submission package shall include:
 - (1) Completed Checklist [Form 0]

 - (2) Completed and duly signed Nomination Form [Form1]

 - (3) Completed and duly signed Fact Sheet [Form 2]

 - (4) Cheques for payment
 - (a) Cheque for Nomination Fee of either HK\$8,600 or HK\$5,300, depending the award category of the nomination.

 - (b) Cheque for Participation Fee (part A) of HK\$6,600.

 - (c) Cheque for Participation Fee (part B) of HK\$8,800.(Remarks: All transactions will be processed in August 2018.)

4.5 Submission (cont')

- (5) Copies of Occupation Permit or equivalent
 - For government projects, Completion Certificates are acceptable.
 - For addition & alteration works, Acknowledgement of Completion is acceptable.
 - For projects outside Hong Kong, Completion Certification or equivalent are acceptable.
 - (6) Presentation boards (please refer to section 4.6 for details).
 - (7) A CD-ROM containing:
 - (a) Nomination Form [Form1]
 - (i) Completed Nomination Form without signature in ".doc" format.
 - (ii) Completed and duly signed Nomination Form in ".pdf" format.
 - (b) Fact Sheet [Form 2]
 - (i) Completed Fact Sheet without signature in ".doc" format.
 - (ii) Completed and duly signed Fact Sheet in ".pdf" format.
 - (c) Composite images of Presentation Boards
 - (i) in ".jpg" format, horizontal dimension not larger than 3,000 pxl.
 - (ii) In ".jpg" format, horizontal dimension not larger than 200 pxl.
 - (iii) In ".pdf" format, sized A3.
 - (d) Copy of Occupation Permit or equivalent.
 - (e) 4 images of the entry project, of the following specifications:
 - In either ".jpg" or ".tiff" format.
 - Image resolution not less than 150 dpi
 - Image file size not larger than 20MB for 4 images.
 - Submitted images should accurately portray the building. Over-edited or doctored photos, for example, altering the building profile, omitting elements which should be seen on the façade, altering the actual site context, etc., are prohibited. Disqualification may be resulted.
- In stage 3 of the Jury Process, nominations may be required to submit further plans, sectional drawings, reports and other descriptive documents upon request by the Jury Panel. Visit(s) and/or interview(s) by the Jury may be arranged prior to any final decision on the awards.
 - The onus is on the Nominator to ensure that his nomination is received by the Chief Operating Officer of the HKIA before the closing date and time of submission.

4.5 Submission (cont')

- No consideration would be given to late submissions.

4.6 Presentation Boards

- All Presentation Boards are to be prepared in the metric scale and drawn on paper of an A2 international size (portrait orientation) which shall be 420mm x 594mm. All presentation drawings should be mounted on form boards.
- Specifications of Presentation Boards
 - i) The maximum number of panels submitted for each nomination shall be 4.
 - ii) All panels should be arranged in portrait layout format and numbered for the case of display set up as shown in Diagram A.
 - iii) All materials shall be securely mounted on foam board using strong adhesive.
 - iv) All texts shall be in both Chinese and English.
 - v) NO company names, logos or other identifying information are allowed to appear on any submission materials. Disqualification may be resulted.
 - vi) Boards should be numbered on the back in sequence from left to right.
- Contents of Presentation Boards
 - i) No advertisement or commercial contents should appear on Presentation Boards.
 - ii) The following information is recommended to appear on Presentation boards:
 - Written description of the project
 - Location Plan
 - Floor plans and sections of the project
 - Photos of the projects (including 4 images of the building showing different perspectives)
 - iii) The extent of the photos and drawings to be included are at the discretion of Nominees, but the information included should be sufficient to enable the Jury Panel to assess the design merit of the building. Additional typewritten explanatory text on one A4 paper may append the submission.
 - iv) Submitted images should accurately portray the building. Over-edited or doctored photos, for example, altering the building profile, omitting elements which should be seen on the façade, altering the actual site context, etc., are prohibited. Disqualification may be resulted.

4.6 Presentation Boards (cont')

■ **Diagram A – Presentation Boards**

Note: First two Presentation Boards for each entry shall form an entity of its own order.

Panel 1 of 4	Panel 2 of 4
Panel 3 of 4	Panel 4 of 4

5

TERMS & CONDITIONS

5.1 Examination for Eligibility of Submissions

The Annual Awards Organizing Committee may exclude any nomination from consideration by the Jury if it does not fully conform to the Rules & Requirements stated herein. Any such exclusion by the Organizing Committee shall be final and such nominations will not be included in the HKIA Annual Awards Exhibition and Publication.

All nominations will be examined and the works achieved the expected standards of the Award criteria will be selected for consideration for Awards by the Jury Panel.

5.2 Ownership of the Submissions

All presentation materials including presentation boards, electronic files and photographs (except the model) are deemed to be the property of The Hong Kong Institute of Architects and there are no restrictions or losses recoverable from the Institute on the publication of any materials submitted herewith. The Institute reserves the right to reproduce, print, publish, edit the materials submitted in either paper or electronic format or the like, for any use.

5.3 Return of Submissions

All submissions will not be returned. Request for retrieval of panels from the Institute after the submission will not be entertained. Therefore, Entrants are advised to produce a duplicate set of panels for their own record.

5.4 Disclaimer

Both the Nominator and Nominee must warrant that the information provided in the submission is true and accurate, and agree to abide by the Terms and Conditions stated in this Nomination Brief and shall be responsible as the primary author of the design submitted herewith.

6

JURY PANEL

They Jury consists of five members appointed by the HKIA.
Composition is to be advised.

Overseas Juror

Ms. Julie WILLS
Dean of Architecture and Design
University of Melbourne

Overseas Juror

Mr. Thomas SCHINKO
Director
Vasconi Architects

Lay Juror

Mr. Ron LEUNG
Chairman
The Hong Kong Designers Association

HKIA Fellow

Prof. Essy BANIASSAD
HKIA Member

Representative from Young Architect

Ms. Sarah MUI
HKIA Young Architect Award 2015 Recipient

Entries to Inclusive Design and Architectural Sustainability of
Special Architectural Award will additionally be judged by
specialist juror:

Inclusive Design

Mr. Benny CHEUNG
Chairman
The Hong Kong Society of Rehabilitation

Architectural Sustainability

Mr. CHEUNG Hau Wai
Chairman
Hong Kong Green Building Council Limited

8

NOMINATION F O R M

- Form 0 – Checklist
- Form 1 – Nomination Form
- Form 2 – Fact Sheet

Nomination Form (in “doc” format) & other details can be downloaded at <http://www.hkia.net>.

9

ENQUIRY & C O N T A C T S

The Hong Kong Institute of Architects Secretariat

Contact person Ms. Ellie MAK

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Fax 2519 6011 / 2519 3364

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~ End ~