



INTERNATIONAL OLYMPIC COMMITTEE
Olympic Campus/a new headquarters for the IOC

ADMINISTRATIVE PROVISIONS
FOR AN ARCHITECTURE COMPETITION

SELECTION PROCEDURE FOR AN ANONYMOUS COMPETITION

First step: selection procedure/call for candidates
with organisational information for the architecture competition

Lausanne, 26 April 2013

These administrative provisions were previously published on 28 March 2013. They are published this time under the aegis of the International Union of Architects (UIA). The IOC and the UIA have joined forces to launch the first competition on Swiss territory in line with the UNESCO Recommendation concerning International Competitions in Architecture and Town Planning (www.uia-architectes.org). Compared with the previous version, the current administrative provisions have not been changed with regard to the conditions set for the submission of candidature files, particularly with respect to the deadline given in chapter 9 below.

The adjudicator is referred to hereafter and in all documents as: the IOC (International Olympic Committee).

The architect is referred to hereafter and in all documents as: the candidate.

The architecture competition is referred to hereafter and in all documents as: the competition.

In the event of any discrepancy between the English and French versions of this document, the latter shall prevail.



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ANNEX TO BE COMPLETED AND RETURNED

- Candidature File (CF)

**OTHER ANNEXES SUBMITTED TO EACH CANDIDATE,
FOR INFORMATION PURPOSES, WITH NO DEFINITIVE COMMITMENT**

- Plan of the Lausanne-Vidy site

OTHER INFORMATION ACCESSIBLE ON THE INTERNET

- www.olympic.org
(official site of the International Olympic Committee)



1. CONFIDENTIALITY

The information contained in this document is provided by the IOC to be used in the context of the architecture competition for the IOC headquarters extension in Vidy. This information belongs to the IOC and may not be passed on to third parties, the general public or any media, whether in full or in part, without the prior written authorisation of the IOC.

2. ADJUDICATOR, CONTRACTING AUTHORITY AND ORGANISER

Address of the contracting authority (adjudicator):

INTERNATIONAL OLYMPIC COMMITTEE
Château de Vidy
CH-1007 Lausanne

Address of the organiser of the procedure:

Bovet Jeker architectes Sàrl
Mr Jean-Marc Bovet
Rue Reichlen 2
CH-1700 Fribourg

3. AIM OF THE COMPETITION

At the Lausanne-Vidy site (plan attached to this document), the IOC would like to:

- Create new headquarters for 450 staff members on one site. The volume of the planned building is roughly 70,000m³ with a ground surface area of 18,000m².
- Plan for the development of an "Olympic campus" housing administrative buildings as well as possible accommodation and services. The surface area of the plot available to the IOC is 24,000 m².

This will allow the IOC to benefit from two Olympic sites in Lausanne: one in Ouchy around The Olympic Museum, to host the general public; and the other in Vidy for the whole administrative staff and to host its institutional partners.

The project is to be developed on a high-quality natural site (in immediate proximity to Lake Geneva), taking into account the Château de Vidy, which was classed as a historical monument by the *État de Vaud* in 1971. Whether or not to retain Olympic House, built in 1986, and the multifunction centre, built in 2005 between the Château and Olympic House, is left to the choice of the candidates in the framework of developing the future headquarters, provided that evidence of these is left.

The IOC underlines several points which should be taken into consideration (non-exhaustive list):

Symbolism The IOC headquarters is a place full of history and symbolism. Founded in 1894 and established in Lausanne in 1915, the IOC is an organisation that is over 100 years old, leading an Olympic Movement whose scope has grown incessantly in recent decades. Some 95 per cent of the world's population are familiar with the Olympic symbol, which is embodied every two years by the Olympic Summer and Winter Games. The London 2012 Olympic Games were watched by 3.7 billion TV viewers. Even though its vocation is not to host the general public, quite often coaches of sports and Olympic fans stop outside the IOC headquarters. The headquarters must therefore reflect the Olympic values, but not be ostentatious, and strike a balance between history and modernity.

Cooperation and diversity As leader of the Olympic Movement, the IOC hosts an extremely broad network of stakeholders: National Olympic Committees, International Sports Federations, Organising Committees for the Olympic and Youth Olympic Games, marketing partners, broadcasters, etc. from across the world. People of over 40 different nationalities work there. The headquarters must therefore be a welcoming place that encourages internal and external cooperation and respects each person's profile and cultural diversity.

Flexibility The new building must be designed to be flexible and adjustable so that it can be adapted as technologies and working methods evolve.



Sustainable development The IOC headquarters must be designed with sustainable development in mind, implementing all related good practices, particularly with respect to the materials used and minimising building energy expenditure, so as to offer staff a working environment that promotes health and safety at work and takes into account various forms of mobility.

4. TWO-STEP PROCEDURE

A project competition procedure preceded by a selection procedure.

This document forms the call for candidates files of the selection procedure.

The next part of the procedure will consist of the competition, in which the selected candidates will be invited to participate. This competition may be held over two stages, depending on the projects submitted and the need to develop them.

5. LEGAL BASES

Participation in the procedure implies – for the IOC, the organiser, the jury and the candidates – acceptance of the clauses of this document.

For all issues not covered in these Administrative Provisions, the IOC will decide on a case-by-case basis. In doing so, it will apply the Recommendation concerning International Competitions in Architecture and Town Planning adopted by the UNESCO General Conference on 27 November 1978.

The execution of the project chosen by the IOC will be wholly subject to compliance with the construction rules applicable to the site, in particular the standards of the SIA (Swiss Society of Engineers and Architects).

6. PARTICIPATION CONDITIONS

The two languages for the procedure and delivery of services after the competition, for all communications and correspondence are the two official languages of the IOC – English and French.

Each candidate must, when submitting a candidature file, possess a qualification granting him/her the right to exercise the profession in Switzerland, or an equivalent foreign qualification (at Master level).

Where necessary, architects with foreign qualifications or those on a foreign professional register must, at first demand, provide proof that their qualifications are equivalent to Swiss standards.

Each candidate must be able to provide proof, at first demand, that his/her practice is up-to-date with its staff's social security payments and that it respects the professional practices in place for its profession. Thus, by submitting a candidature, the candidate agrees to honour absolute respect for the payment of its obligatory social costs and to be registered in the commercial register or a recognised professional register.

If the IOC so requires, certification must be submitted to the IOC at the start of the competition, i.e. within 30 days of the launch meeting scheduled for 16 July 2013. Failure to do so will result in the candidate being excluded.

7. RECUSATION

The jury members, substitutes and expert advisers undertake not to create a conflict of interests between themselves and the candidates during this procedure.

Architectural practices and their staff may participate in this procedure only if they have no conflict of interests with a member of the jury or the organiser.

The following may not participate in the competition: (1) any person employed by the IOC, a jury member OR THE ORGANISER; (2) any person closely personally related to, in a relationship of dependency with or professionally related to a jury member.



8. INCOMPATIBILITY (PRIOR INVOLVEMENT)

Subject to a decision taken by the IOC to exclude them automatically from the procedure, any practice which has carried out a particular service before the launch of the procedure may participate, provided that such service:

- was limited in time and completed by the time that the procedure was launched;
- does not affect the organisation of the procedure or the competition programme;
- is not included in the current brief (e.g. feasibility study or impact study).

List of previously involved practices which have been authorised to participate in the procedure based on the aforementioned conditions:

Name of practice	Type of service
Richter Dahl Rocha & Associés, Lausanne	Feasibility study on the extension of the Vidy site

If they participate in the procedure and there is an appeal by another candidate, the person and practice concerned must be ready to demonstrate that they have no preponderant, particular or decisive advantages, compared to other candidates, which could distort competition.

List of previously involved practices which are not authorised to participate in the procedure based on the aforementioned conditions:

Name of practice	Type of service
Bovet Jeker architectes, CH-1700 Fribourg	Preparation and organisation of the procedure

Any practice that has participated in the preparation and organisation of the procedure, as well as steps to assist decision-making and production of the candidature file or competition documents, which the IOC does not authorise to participate, is informed that it has a duty of secrecy and confidentiality regarding the information in their possession. It may not, therefore, pass on information or documents to third parties, whether or not it participates in the procedure, without approval from or through the IOC.

If a candidate has been able to obtain information or a document in any way which advantages them in comparison to other candidates, this will constitute a serious violation of the equal treatment and will lead to his/her immediate exclusion from the procedure. The IOC reserves the right to sue for damages if it considers that this situation has harmed the effectiveness of the competition process or has caused serious prejudice.

9. PARTICIPATION DETAILS

Three copies of the duly completed and signed candidature file (CF) must reach the following address in both hard copy form (bound and with numbered pages) and electronic form (CD-ROM or USB stick) by no later than 11 a.m. CET on **15 May 2013**:

INTERNATIONAL OLYMPIC COMMITTEE
Château de Vidy
CH-1007 Lausanne
Mrs Marie Sallois Dembreville

It is up to the candidates to do everything necessary to meet this deadline.

The IOC has not fixed any participation or application fees for the whole procedure.

If a candidate decides to withdraw from the procedure after submitting his/her file, he/she will immediately inform the organiser by post. Modifications to a candidature file after its submission will not be authorised, except in the case of demonstrable force majeure.

The candidates selected undertake to deliver the planned services should they qualify. Candidates will reserve 16 July 2013 for a meeting to launch the competition procedure at the IOC headquarters in Lausanne.

10. COMMUNICATIONS

The candidature file can be downloaded from the web site. No other registration procedure for candidates is planned.

The organiser will not answer any questions from potential candidates during the selection phase; they will therefore have no means of communicating with the organiser.



11. PRIZES AND INDEMNITIES

The contracting authority pays each selected candidate who submits a project in conformity with the competition programme the sum of CHF 30,000, excluding VAT.

In addition, the jury has at its disposal an amount of CHF 100,000, excluding VAT, to pay for at least three prizes.

12. COPYRIGHT

The candidates will retain the copyright to the projects.

The authors of the winning projects will assign their rights to the IOC to whatever extent necessary to enable the IOC to execute the chosen project, on condition that the author of the project is awarded the contract in accordance with section 13 below.

The documents linked to the winning projects will become the property of the IOC.

13. TYPE AND SIZE OF THE CONTRACT ENVISAGED AT THE END OF THE COMPETITION

Subject to the result of discussions concerning the fees and details of delivering the services, obtaining construction credits, approving plans and modifications to the project which the IOC may request, the IOC intends to award a contract for the services below to the author of one of the projects chosen by the jury, with priority given to the author of the winning project.

If the project chosen by the IOC is not that of the winner, the winner will be indemnified in the form of additional remuneration equivalent to the amount of the basic indemnity (see section 11 above) and his/her prize.

Description of services as a percentage of total services by contractors, in accordance with SIA Regulation 102		SIA 102	SIA 102
		complete	envisaged
4.31	Pilot study	9.0%	9.0%
4.32	Construction project	21.0%	21.0%
4.33	Authorisation application procedure	2.5%	2.5%
4.41	Call for tenders, comparison of offers and adjudication proposals	18.0%	10.0%
4.51	Execution plan	16.0%	6.5%
4.52	Execution of the work	29.0%	6.0%
4.53	Delivery, completion	4.5%	0.0%
	Total partial services	100.0%	55.0%

After the competition procedure, the IOC reserves the choice to continue developing and executing the project based on a traditional service provider model or a general contractor model. In the latter case, the author of the project will not receive any additional indemnity.

The IOC may require the contractor chosen to subcontract part of the services to a local contractor. The choice of such subcontractor will be made jointly with the IOC.

Where necessary, the services of specialists will be subject to separate procedures.



14. SELECTION CRITERIA

The selection criteria are as follows:

ASSESSMENT CRITERIA AND ELEMENTS	WEIGHTING
1 Approach to the problem	30%
2 References	50%
3 Organisation	20%
TOTAL:	100%

All details on the above criteria and their interpretation can be found in the attached CF (1. Approach to the problem, p.4. 2. References, pp. 5-8. 3. Organisational quality of the candidate, pp. 9-12). Each criterion will be assessed globally. As the elements mentioned in these descriptions are inherent to the criterion published, they are not sub-criteria and will therefore not be assessed individually.

15. SCALE OF MARKS

The scale of marks is from 0 to 5 (0 being the worst mark and 5 the best). The IOC will give assessments that will allow each criterion to be scored, based on the following general assessments which will determine each mark:

		Scale
0		The candidate has not provided the qualifying information or document requested in relation to a set criterion.
1	Insufficient	The candidate has provided the information or document requested in relation to a set criterion, but the content does not meet expectations.
2	Partially sufficient	The candidate has provided the information or document requested in relation to a set criterion, but the content only partially meets expectations.
3	Sufficient	The candidate has provided the information or document requested in relation to a set criterion, the content of which meets minimum expectations but offers no particular advantage compared with the other candidates.
4	Good and beneficial	The candidate has provided the information or document requested in relation to a set criterion, the content meets expectations and presents at least some particular advantages compared with the other candidates, without over-qualifying.
5	Very interesting	The candidate has provided the information or document requested in relation to a set criterion, the content meets expectations and offers many particular advantages compared with the other candidates, without over-qualifying.

16. SELECTION DECISION

The opening of the candidature files and the deliberations of the jury are not public.

The selection decision will be notified in writing, with a summary of the reasons for the decision, to the candidates who have participated in the procedure and whose files are admissible.

For this procedure, the IOC has decided to limit the number of files selected for the competition to those from 12 candidates. Nonetheless, it reserves the right to exceed this number, particularly if it finds itself with files deemed equivalent.



17. JURY COMPOSITION

Chairman Jacques ROGGE IOC President / BEL

Non professional members

Ser Miang NG IOC Vice-President / SIN
Thomas BACH IOC Vice-President / GER
Nawal EL MOUTAWAKEL IOC Vice-President / MAR
Craig REEDIE IOC Vice-President / GBR
Ching Kuo WU architect, IOC member / TPE
Lambis NIKOLAOU civil engineer, IOC member / GRE

Substitute Richard CARRIÓN IOC member / PUR
Christophe DE KEPPER Director General / BEL
Gilbert FELLI architect, Olympic Games Executive Director / SUI

Professional members

Alejandro ARAVENA architect / CHI
Kengo KUMA architect / JPN
Inès LAMUNIERE architect / SUI
Dominique PERRAULT architect / FRA
Brigitte SHIM architect / CAN
Craig VERZONE landscape architect / USA
Olivier FRANÇAIS civil engineer
member of Lausanne City Council, member of the Swiss Parliament / SUI
Nicole CHRISTE City architect / SUI

Substitute Mauro Eugenio GIULIANI civil engineer / ITA

Expert advisers

Timo LUMME IOC Television and Marketing Services Director / FIN
Jean Benoit GAUTHIER Technology and Information Director / FRA
Marie SALLOIS DEMBREVILLE IOC Corporate Development / FRA
Thierry TRIBOLET IOC Technical and Logistics Services / SUI

All the members have a decision-making vote. If the substitutes are not called upon to deputise for a member of the jury, they act in an advisory capacity.

If necessary, other expert advisers may be called upon, in which case they will act in an advisory capacity.

The jury will sit in the same composition both to select the candidates (1st phase) and to award the prizes (2nd phase).



18. SCHEDULE

Selection procedure:

- Publication of the call for candidates..... 28 March 2013
- **Submission of candidature files (qualifying deadline)by 11 a.m. on 15 May 2013**
- Candidate selection decision scheduled for 17 June 2013

Competition:

- Launch meeting 16 July 2013
- **Submission of projects (qualifying deadline)..... by 11 a.m. on 1 November 2013**
- Judging of projects..... December 2013

The competition schedule is indicative, and may be modified.

19. SITE VISIT

A visit to the premises will be organised on the occasion of the launch meeting on 16 July 2013

20. Q&A

No Q&A session is planned for the selection phase.

21. PROCEDURE IN CASE OF DISPUTE

Swiss law is applicable in the event of any dispute. The seat of jurisdiction is Lausanne.