

SEARCH STATEMENT

# THE ROSS PAVILION INTERNATIONAL DESIGN COMPETITION

REIMAGINING EDINBURGH'S  
WEST PRINCES STREET GARDENS



ROSS  
DEVELOPMENT  
TRUST



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Malcolm Reading Consultants is an expert consultancy which specialises in managing design competitions to international standards and providing independent, strategic advice to clients with capital projects. With nearly twenty years' experience of projects, we are enthusiastic advocates of the power of design to create new perceptions and act as an inspiration.

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malcolmreading.co.uk  
T +44 (0) 20 7831 2998

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The existing Ross  
Bandstand framed  
by Edinburgh Castle



**PART 1**

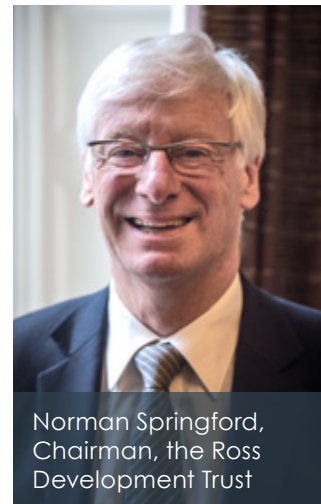
# FOREWORD

## A Place For People

If you were to invent the ideal gathering place for people in an ambitious world city, what would you ask for? High-up such a list might be a central location, plentiful green space, a connection between old and new. To make such a place extraordinary, you might want to add drama. What if this site had a rich natural topography that encouraged people to move up and down? What if it made them lift their eyes to a 900-year-old castle silhouetted on a volcanic outcrop?

Astonishingly, Edinburgh already has such a place, in West Princes Street Gardens, at the heart of the Old and New Towns of Edinburgh UNESCO World Heritage Site. This site, gifted with strategic position, a historic setting and strong natural features, is currently occupied by the Ross Bandstand. It has long been a draw for national celebrations in the capital, in both summer and winter. Images from the first half of the twentieth century show the Bandstand as a fresh and practical intervention. But in recent decades the structure has been in a protracted decline, while around it Edinburgh has staged a cultural and creative revival, repositioning itself for the future, with all its opportunities and challenges.

The proposal to replace the Bandstand with a new Ross Pavilion and visitor centre, and to reimagine and update the Gardens, is supported by a wide-range of private and public stakeholders, including the City Council. This £25m initiative, framed by the Ross Pavilion International Design Competition, will refresh the Gardens and create a much needed new and flexible platform at the heart of the city for the arts and cultural programming that Edinburgh excels in. Accordingly, a public exhibition of the concept designs created by the competition's finalists will go on show in summer 2017, with feedback sought from the local, visitor and national communities.



Norman Springford,  
Chairman, the Ross  
Development Trust



For many architects and designers, a pavilion is the purest design test of artistry and imagination. By its very nature it is an ideal; an invention that relates perfectly to its immediate physical landscape and setting, but also alludes to the world as it might be, capturing all the promise and confidence of the society it serves.

That said, the aesthetic required here will need to be finely judged. The success of the project is dependent on a winning design that responds sensitively to a setting of national and historic significance and is equally able to tune into Edinburgh's present energies. It should communicate the essence of Edinburgh: forward-looking, historically-aware, internationally-minded, a city with an unrivalled arts and cultural pedigree, a creative city that continues to speak to millions across the world.

We warmly invite you to submit an Expression of Interest.

**Norman Springford**

**Chairman of the Ross Development Trust and Jury Chair**

# OVERVIEW

## Edinburgh: A World City

A much-admired capital city brimming with exceptional creativity and renowned for its quality of life, Edinburgh successfully mixes its unique traditions and heritage with contemporary energies and an international outlook. Currently the fastest-growing city in the United Kingdom, Scotland's capital welcomes over four million visitors a year, nearly eight times its resident population. This sophisticated influx is drawn by Edinburgh's cultural and historical attractions, universities, and festivals, including the world's largest arts festival, the Edinburgh Festival Fringe.

The City of Edinburgh Council is committed to the continuing development of Edinburgh as the destination of choice for the artistic and cultural visitor. A number of key projects are under way across the city, including improvements to the public realm, retail, transport links, and cultural venues.

Building on the vision that 'a creative city is a successful city', the Council is currently developing its new cultural policy, building on a citywide initiative to sustain and develop Edinburgh's image as a dynamic world city.

The cultural policy will focus on maintaining and embracing support for Edinburgh's world-famous festivals and events, and developing Edinburgh's reputation as a cultural world capital. In addition, consultation is currently underway on the 2050 Edinburgh City Vision, gathering opinions from residents on how they experience and enjoy their city.

## The Ross Pavilion and Gardens Project

Edinburgh's civic realm has always been one of its strengths, but as competition between world cities intensifies and city residents increasingly value public green spaces, so it has become a priority for both the public and private sectors.

The Ross Pavilion International Design Competition focuses on regenerating and renewing an emblematic site at the heart of West Princes Street Gardens, which is presently occupied by the Ross Bandstand.



This nationally-important space in the Old and New Towns of Edinburgh UNESCO World Heritage Site, adjoining Edinburgh's most famous shopping street, is 'a place for people'. For much of the year a tranquil space in the lively city, it is also the seasonal focus for some of Scotland's most high-profile events and celebrations, notably Hogmanay and the Edinburgh International Festival's closing fireworks concert.

The £25m Ross Pavilion and Gardens project will provide a new landmark Pavilion to replace the existing Bandstand, as well as a visitor centre with café, and subtle updates and improvements to the surrounding landscape. The initiative is intended to create a flexible contemporary venue, which is sensitive to context and historic setting, and where both residents and visitors can engage with a variety of cultural events all year round.

In its design and quality, the new Pavilion should be of the highest order: able to hold its own, and of its time, but respectful of the Castle and the historic setting; inspiring imaginative cultural programming, while raising the overall aesthetic and sensory experience of the Gardens.

View from the Gardens  
to Edinburgh's Old Town



The design should be an original of international quality and significance, creating an image that will, over time, come to be associated with Edinburgh.

The project is being managed by the Ross Development Trust – a Scottish Charitable Incorporated Organisation.

## The International Competition

This is a two-stage international design competition and is being run in accordance with EU procurement guidelines and the Public Contracts (Scotland) Regulations 2015. This competition has been advertised in the Official Journal of the European Union (OJEU).

This competition is being managed on behalf of the Trust by Malcolm Reading Consultants (MRC).

No design is required at the first stage. Initially, competitors are invited to submit an Expression of Interest – the deadline for this is: **14:00 GMT Monday 13 March 2017**.

As part of a wide-ranging public consultation process, the Ross Development Trust will hold an exhibition of the schemes in Edinburgh in summer 2017, and ask the public for their views.

<https://competitions.malcolmreading.co.uk/rosspavilion>

View from the Gardens,  
focused on the Edinburgh  
Castle and The Royal Scots  
Greys Monument



# PROJECT BACKGROUND

The ambition to replace the Ross Bandstand dates back to 2004, when the current structure proved unable to withstand the intense storms experienced during the 2003 Hogmanay celebrations. The City of Edinburgh Council subsequently commissioned a feasibility study to explore options for the site, and make recommendations for overall improvements to the Gardens. A previous competition was launched in 2006, but the project was cancelled due to funding constraints.

The project was revived in March 2015, when Edinburgh hotelier Norman Springford came forward as project sponsor. The Ross Development Trust (the Trust) was established in September 2016 and in December signed a Development Agreement with the land owners, the City of Edinburgh Council, allowing the Trust to redevelop the Gardens on behalf of the Council. The Trust will fundraise for the project, targeting a mixture of private sources and public grants.

The Pavilion and Gardens project (the focus of this competition) will be complemented by a series of parallel projects within the Gardens (outside of the competition scope) which include the refurbishment of the Ross Fountain; renovation of the Gardener's Cottage to its original late Victorian appearance; and a replacement road bridge.

The Ross Pavilion and Gardens project is a leading element of a citywide initiative to sustain and develop Edinburgh's image as a contemporary world city.

In recent years, development of the Princes Street area has focused on the east end of Princes Street Gardens – notably the current St James Shopping Centre development – and East Princes Street Gardens with the National Galleries Weston Link development. The Ross Pavilion and Gardens project will look to redress this balance, with particular focus on connections with the East Gardens, the Mound and the wider Princes Street area fitting with Council's developing vision for this wider area.

See pages 17-19 for a list of key project stakeholders.

# PROJECT

# KEY OBJECTIVES

The Ross Pavilion and Gardens project should:

- Be an original design of international quality and significance, of and for its place, enhancing Edinburgh's reputation and image as a dynamic and creative city
- Demonstrate civic and sustainable place-making which is sensitively balanced within this landscape and setting of international and historical significance
- Reimagine and rejuvenate West Princes Street Gardens, reconciling the cultural, civic, commemorative and botanical nature of the Gardens with the requirements of the Ross Pavilion
- Address and respect the natural environment and biodiversity of the Gardens and its context
- Create a modern and flexible venue which can operate 365 days a year, and is capable of hosting a combination of large- and small-scale events
- Consider the daily rhythm of the Gardens and its uses from dawn to dusk, ensuring that the tranquillity of the Gardens as a 'green lung' is intrinsic to the design
- Create a self-sustaining attraction which enhances the cultural experience of West Princes Street Gardens and the surrounding area, complementing Edinburgh's identity as a haven for lovers of art and culture, famous for the Edinburgh International Festival, the Festival Fringe and the Hogmanay celebrations
- Affirm sustainable values – from design through to operations and use
- Improve physical and intellectual access for visitors while also enhancing the visual and sensory pleasure of the Gardens

# ABOUT THE ROSS DEVELOPMENT TRUST

The Ross Development Trust (the Trust) is a Scottish Charitable Incorporated Organisation (SCIO), established in September 2016 for the purposes of delivering the Pavilion and Gardens project, as well as a series of supplementary projects within West Princes Street Gardens.

The Trust's charitable objectives are:

- the advancement, appreciation and promotion of the arts, culture and heritage in Princes Street Gardens, Edinburgh, Scotland for the benefit of the public in Scotland and elsewhere;
- the advancement of community development and to encourage the rejuvenation of Edinburgh city centre and in particular Princes Street Gardens in Edinburgh, Scotland;
- the advancement of education through the promotion of the arts, culture and heritage in Princes Street Gardens, Edinburgh, Scotland; and
- the advancement of public participation in and enjoyment of sport of all kinds.

# CONTEXT AND HERITAGE

## The Old Town

Centred on the Royal Mile, which stretches from Edinburgh Castle to Holyrood Palace, Edinburgh's Old Town dates back to the medieval period, and is characterised by narrow cobbled streets, closes and hidden courtyards.

Archaeological evidence has demonstrated that Edinburgh has been occupied since at least 8500 BC. The present layout of the Old Town was established soon after the foundation of Holyrood Abbey in the early 1100s and was built around Edinburgh Castle, which is now Scotland's most popular paid attraction. The majority of the existing Castle buildings date back to the sixteenth and seventeenth centuries, although settlement on the site has been recorded from the Bronze Age. The oldest part of the Castle is the twelfth-century St Margaret's Chapel, believed to be the oldest building in Edinburgh.

The Old Town features many of Edinburgh's most prominent buildings, such as St Giles' Cathedral, the General Assembly Hall of the Church of Scotland, the National Museum of Scotland and the Scottish Parliament Building.





## The New Town

The New Town was built in stages between 1767 and 1850, as a response to the increasing population and unhealthy conditions in Edinburgh's Old Town. Edinburgh City Council ran a competition to produce an overall plan for the new settlement, which was won by 23-year-old James Craig.

The New Town is dominated by neo-classical and Georgian architecture, and its simple axial grid plan. The area contains Edinburgh's main shopping streets.

Prominent buildings located on the Mound between East and West Princes Street Gardens include the National Gallery of Scotland and the Royal Scottish Academy.

Princes Street, the main thoroughfare in the New Town, faces the Castle and the Old Town across the valley occupied by Princes Street Gardens.

The existing concrete seating, looking towards Edinburgh's New Town



## West Princes Street Gardens and the Ross Bandstand

The valley in which West Princes Street Gardens sits was originally fed by the Calton Burn, and is the site of the former Nor Loch. Records of the Loch date back to the fifteenth century, with some debate as to its origins – either a natural lake or manmade defence created by flooding the area. The Nor Loch formed a major component of the layout of the later medieval and post-medieval Old Town, and was used to improve the Castle and town defences. With the later draining of the Nor Loch and development of the city in the eighteenth and nineteenth centuries, West Princes Street Gardens was established to give respite from the urban environment. They mark the intersection between Edinburgh's Old Town, with its irregular street plan and medieval and Reformation-era buildings, and the New Town, a significant example of formal, classical city planning, with its regular grid plan and neo-classical and Georgian architecture.

The Ross Bandstand is located centrally within West Princes Street Gardens, and is framed by spectacular views of Edinburgh Castle. Records of live music performances on the site date back to 1853, with the first permanent structure, designed by architects Kinnear and Peddie, erected in 1877. This was replaced by the current structure – an open air theatre – built in 1935 and designed by city architect E J Macrae. The original building was gifted to the city by William Henry Ross, former chairman of the Distillers Company. The 1935 building has been upgraded and extended throughout the twentieth century.

Princes Street was widened in the 1870s, with land taken from the Gardens. The majority of the avenue of trees was lost, and the gradient of the sloped bank between the Gardens and Princes Street increased, altering the original late-eighteenth century promenade.

In recent times the Bandstand has fallen into disrepair: the facilities are not fit for use and, as a result, this prominent site compromised. When not in use the site is closed to the public, restricting access through the Gardens and creating a void in one of the most visited green spaces in Scotland.

# STAKEHOLDERS

Delivery of the project will involve consultation with a wide group of statutory and non-statutory stakeholders. Among these stakeholders are:

## City of Edinburgh Council (CEC)

The City of Edinburgh Council operates and manages West Princes Street Gardens on behalf of the public, as Common Good Land.

A Development Agreement between the Ross Development Trust and CEC has enabled the Trust to improve and regenerate the Gardens on behalf of CEC.

## Historic Environment Scotland (HES)

Historic Environment Scotland is an executive agency of the Scottish Government and is charged with safeguarding the nation's historic environment and promoting its understanding and enjoyment on behalf of Scottish Ministers.

Historic Environment Scotland has a strategic interest in the management of all World Heritage Sites in Scotland. It is responsible for ensuring that the policies established by Scottish Ministers comply with the World Heritage Convention. They have a specific remit to consider proposals that affect Listed Buildings and their settings and Scheduled Ancient Monuments.

## Cockburn Association

The Cockburn Association is a Scottish Charity which works to promote the conservation and enhancement of Edinburgh's landscape and historic and architectural heritage.

## New Town and Old Town Community Councils

West Princes Street Gardens sits within the New Town Conservation Area. It was designated in 1977, and extended in 1980 and 1995. The Old Town Conservation Area lies adjacent to West Princes Street Gardens. It was designated in 1977, with amendments in 1982, 1986 and 1996. The Community Councils have a statutory role in responding to and commenting on development changes.

## UNESCO World Heritage Committee

The UNESCO World Heritage Committee is responsible for the implementation of the World Heritage Convention, the definition of the use of the World Heritage Fund and allocating financial assistance.

It also has the final say on whether a property is inscribed on the World Heritage List, examines reports on the state of conservation of inscribed properties and asks States Parties to take action when properties are not being properly managed.

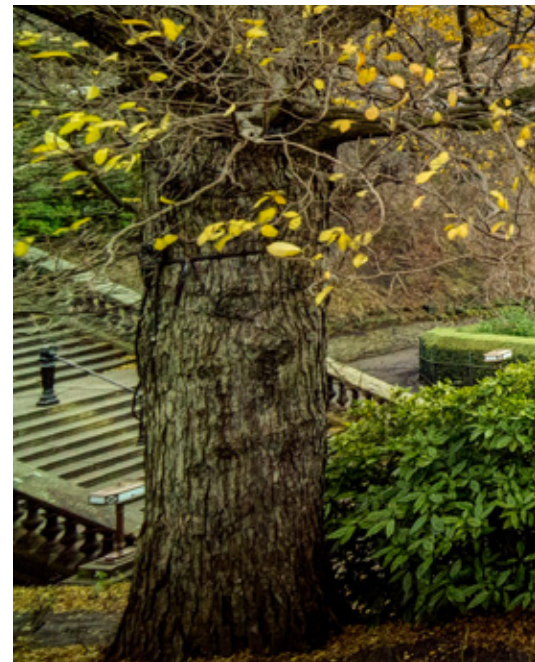
## Network Rail

The location of the new Pavilion is in close proximity to a major railway link, and therefore consultation with Network Rail will be required to ensure there is no disruption to the railway during construction.

## Edinburgh World Heritage Trust (EWH)

West Princes Street Gardens is located at the centre of the Old and New Towns of Edinburgh UNESCO World Heritage Site. Edinburgh's Old and New Towns were inscribed as a cultural World Heritage Site in 1995.

The Gardens are recognised as a contributor to the World Heritage Site, as a result of the New Town's eighteenth- and nineteenth-century classical city planning.




**STAKEHOLDERS**

Edinburgh World Heritage is an independent charity formally charged by the CEC and HES with facilitating the work of the World Heritage Steering Group and overseeing the implementation of the Management Plan, currently being reviewed by the CEC in partnership with EWH and HES.

**Edinburgh International Festival**

The Edinburgh International Festival was established in 1947 and is an unparalleled celebration of the performing arts and an annual meeting point for peoples of all nations. The Edinburgh International Festival will be consulted as a potential key user for the new venue.



West Princes Street  
Gardens with a view to  
the Gardener's Cottage

# THE SITE

Princes Street Gardens, comprising both the East and West Gardens, is a rare green space at the heart of Edinburgh's bustling city centre. Nestled in a dramatic valley landscape between the Old Town to the south and the New Town to the north, the Gardens were described by Sir Walter Scott as the 'great arena'. Edinburgh Castle sits on a volcanic, rocky hilltop above the western end of the Gardens. The competition site covers West Princes Street Gardens, and in particular the area shown within the blue line. The extent of West Princes Street Gardens is illustrated on the plan opposite, and includes the area to the south of the railway line, at the foot of the Castle.

West Princes Street Gardens occupies a key strategic site within the city, close to many important transport links including Waverley Railway Station and key road, cycle and walking routes. The Gardens are bordered by Princes Street to the north; St John's Episcopal and the Church of St Cuthbert to the west; King's Stables Road to the southwest and an access road and railway tracks to the south.

West and East Princes Street Gardens are separated by the Mound, an artificial hill which houses some of the most significant buildings in Edinburgh, such as the National Gallery of Scotland, the Royal Scottish Academy, the General Assembly Hall of the Church of Scotland, and the headquarters of the Bank of Scotland.

The Gardens are located at the centre of the Old and New Towns of Edinburgh UNESCO World Heritage Site, and are listed in the Inventory of Gardens and Designed Landscape in Scotland. West Princes Street Gardens lie within the New Town Conservation Area, and are designated a Premier Park in the Edinburgh Parks and Gardens Strategy. The Gardens also lie adjacent to the Edinburgh Castle's Scheduled Ancient Monument area.

West Princes Street Gardens features a number of buildings and structures, the most prominent of which is the centrally-located Ross Bandstand. Other structures include the nineteenth-century Gardener's Cottage (listed Category C), and three 1950s shelter buildings (listed Category B) located at the eastern end of the Gardens.

The Gardens also feature a number of notable listed sculptures and monuments, including the Ross Fountain, one of the finest examples of a gilded cast-iron fountain; the Royal Scots Greys Monument; William Brodie's 'The Genius of Architecture' statue; the Robert Louis Stevenson Memorial; and one of the world's first floral clocks.

West Princes Street Gardens is operated and managed by the City of Edinburgh Council, as Common Good Land.

## The Competition Site

The competition site covers the area indicated on the plan below, and described in the Brief section. The areas of specific design consideration are highlighted, but these should be considered within the context of the entirety of West Princes Street Gardens and the surrounding area.

- CEC ownership boundary
- Wider masterplan boundary
- Area of specific design consideration

- A Pavilion
- B Blaes
- C Shelters



# EMERGING BRIEF

This is a two-stage competition. The first stage is an international search for a multi-disciplinary design team, based on relevant skills, past experience and an understanding of the project brief. It will culminate in the selection of a shortlist of five or more teams. The second stage will involve a further briefing to these finalists, who will be asked to produce concept designs. As part of a wide-ranging consultation process, the Trust will hold an exhibition of the schemes and ask the public for their views.

For shortlisted competitors at stage two, the essential design challenge will be the replacement of the existing Bandstand with a new Pavilion of exemplary design quality inspired by, and appropriate to, the significance of its setting. The design should be an original of international quality and significance, creating an image that will come, over time, to be associated with Edinburgh.

The Ross Pavilion and Gardens project should be considered within the context of an integrated landscape masterplan for West Princes Street Gardens, the aim being to reimagine and reanimate one of the most important civic spaces in the city, whilst considering its connections to the wider city area.

The new Pavilion must be compatible with the different existing and potential botanical, civic, commemorative and cultural uses of West Princes Street Gardens, which include a tranquil respite from the surrounding urban area; a daily venue for small-scale indoor and outdoor events for up to 200 people; and a venue for occasional large-scale events attracting up to 8000 people (3000 seated, 2000 standing and 3000 elsewhere in the Gardens).



The Ross Pavilion and Gardens project is comprised of four elements:

**1. A visitor centre**, including a viewing platform; café with indoor and outdoor seating; and flexible spaces and support facilities for a range of uses including small-scale performances, community meetings, events and workshops – transformable into hospitality suites for large events. The visitor centre should provide a new, step-free gateway to the Gardens from Princes Street.

**2. A performance space**, including a sheltered stage for large headline events which is capable of transforming into an enclosed performance and audience space for smaller, more regular shows. Backstage facilities should include a performance dressing room with associated locker, changing, and washroom facilities.

**3. A natural amphitheatre** created by returning the hard-surfaced seating bowl to a softer landscaped finish, restoring more of West Princes Street Gardens to green space. The seating area should be capable of accommodating up to 3000 people seated for large-scale events (with 2000 standing to the east and west of the amphitheatre), but also being used for more intimate outdoor events of between 200 and 1000 people.

**4. A landscape masterplan** of West Princes Street Gardens including landscaping improvements, access, way-finding and lighting. The landscape interventions should improve connections through the Gardens between the Old Town and the New Town, as well as restore the promenade condition of the border between Princes Street and West Princes Street Gardens. Within the landscape masterplan are two areas of specific design consideration: the blaes area which is currently used for a number of purposes including external catering, event set-up and public amenities; and the listed 1950s shelter buildings.

At the second stage of the competition, we will be looking for proposals that show an understanding of Edinburgh's dynamic and creative twenty-first century identity – whilst respecting and enhancing its historical setting and traditional values.

# TEAMS

The Trust is seeking creative teams which are led by an architect and demonstrate expertise in landscape, engineering, heritage and planning.

Competitors should include within their submission any other disciplines (such as lighting design, theatre design, acoustics and accessibility) deemed integral to the design approach. Although not covered by the scope of this competition, the Trust may consider this separately.

The Trust is a progressive patron and is keen to encourage both established and emerging talent. The teams should be structured under a lead consultant, who is an architect, identified within the submission.

The Trust is seeking a team:

- who can demonstrate exceptional design flair and creative ability;
- who will create an outstanding, contemporary and sensitive design;
- who will understand and acknowledge the national and international, historic and cultural importance of the site and its civic context;
- who will consider all potential uses and users of the Gardens, enlivening and enhancing West Princes Street Gardens as a vital landscape source for the city;
- with a keen eye for detail and the ability to implement a design approach at a variety of scales, from the micro to the macro;
- appropriate in size and skills for the project;
- with experience of consultation with multiple statutory and community stakeholders; and
- who can support fundraising initiatives.



Sub-consultant companies may enter with more than one team if they wish to do so. However, the same individual within a company should not participate in more than one entry. Companies who intend to sub-consult on a number of teams should propose the inclusion of different individuals from their organisation for each separate team. This is to prevent a conflict of interest at the shortlisting stage in the event of a sub-consultant being shortlisted with more than one team. Individual companies, including those with multiple offices, may not lead more than one design team bid. Companies may lead one bid and sub-consult additional bids, providing different individuals are proposed.

Please note: The Trust reserves the right to determine the final composition of the design team appointed for the project, and this may include the appointment of sub-consultants that are not suggested within the competitor's bid. For the avoidance of doubt, this is to ensure the correct mix of skills and expertise and will not be imposed unreasonably.

Statue of Wojtek the 'Soldier Bear' in West Princes Street Gardens



# PROJECT DETAILS

## Procurement

The Trust will require the winning team to provide full design team services as outlined in the competition documentation, and the Form of Agreement Appendix to the Competition Conditions. Although the Trust anticipates using the winning team, it is not bound to use the specialists proposed by the winning team.

Winning the competition does not guarantee appointment, but it should be emphasised that it is the intention that it will do so.

## Budget

The project has an estimated value of £25,000,000.

## Other Consultancy Services

Cost consultancy, project management and any other disciplines deemed necessary to deliver the project will be appointed directly by the Trust.

## Insurance Requirements

Competitors should also note that, should they be successful, they must be willing to obtain the following levels of insurance:

- Employer's Liability Insurance: £5 million
- Public Liability Insurance: £5 million
- Professional Indemnity Insurance: £5 million (for each and every claim)

# EVALUATION PROCESS

The first stage submissions will be reviewed by a Shortlisting Committee comprised of representatives of the Trust, a subset of the Jury and the Trust's other advisers.

The Jury will review the second stage (Tender) submissions and interview the shortlisted practices to determine a winner of the competition.

Whilst the final composition of the Jury is yet to be determined, confirmed members include the Jury Chair Norman Springford and Architect and Competition Director Malcolm Reading. The remaining Jury members will include representatives from the City of Edinburgh Council, local stakeholders, and the fields of architecture, urban design and landscape design.

The Jury will make a recommendation to the Trust and the City of Edinburgh Council.

At the second stage of the competition, the Jury will be advised by the Professional Advisory Panel, who will conduct a technical review of the submissions. The Panel will be comprised of internal and external advisers to the Trust.

MRC will act as the competition secretariat.



West Princes Street Gardens,  
framed by views of Edinburgh Castle



**PART 2**

# COMPETITION DETAILS

## Competition Management

Malcolm Reading Consultants (MRC), an independent expert organiser of design competitions with over twenty years' experience, will lead and administer a two-stage competition on behalf of the Ross Development Trust (the Trust). This will result in the selection of a winning team and design, who will be appointed to develop their design and to deliver the project.

The two-stage design competition is comprised of:

### Stage One:

This is an international call for participation that is aimed at attracting technically competent and professional teams to register their interest in the project, as described in this document. A shortlist of at least five teams will be selected to move to Stage Two. Successful and unsuccessful teams will be contacted by MRC prior to the commencement of Stage Two.

### Stage Two:

The shortlisted teams will be asked to produce a concept design, based on the detailed information provided in the Competition Conditions and its appendices. The teams will be invited to a site visit and seminar in Edinburgh in early April 2017. A Professional Advisory Panel will review the entries and the Jury will conduct interviews to select a winner.

An honorarium of £10,000 will be awarded to each of the unsuccessful shortlisted teams following the selection of the winner.







The Allan Ramsey Monument within West Princes Street Gardens

## The Competition Process

This competition is being run under the Restricted Procedure in accordance with EU procurement guidelines and the Public Contracts (Scotland) Regulations 2015. In line with these guidelines, the Competition Conditions document (the Tender document) has been provided at this stage. Competitors are asked to raise any queries as to the form of Agreement Appendix during the Q+A period allowed for pre-tender communications.

This competition has been advertised in the Official Journal of the European Union (OJEU). Post-tender negotiations (other than minor clarifications) on the form of Agreement are not permitted under the Restricted Procedure.

## Questions

All enquiries relating to the competition should be addressed to MRC, the independent competition organisers appointed to manage the process. During the competition, no contact should be made with the Trust, the City of Edinburgh Council, or members of the competition Jury. Failure to comply with this restriction may compromise your position within the competition.

Questions should be emailed to:  
[rosspavilion@malcolmreading.co.uk](mailto:rosspavilion@malcolmreading.co.uk)

A question and answer log will be compiled and uploaded to the website on a weekly basis. Questions received before 14:00 GMT on a Wednesday will be addressed in the Q&A log on a Friday.

Please note that telephone enquiries will not be accepted, and the latest date for submitting enquiries is 14:00 GMT Wednesday 1 March 2017.

## Conflict of Interest

Competitors should declare any actual, potential or perceived conflict of interest concerning the commercial, financial or other interests of the Trust, the City of Edinburgh Council or members of the competition Jury which may compromise the conduct of this procurement exercise and/or the performance of the contract, as requested in Q3D.12 of the Pre-Qualification Questionnaire.

If competitors are satisfied that there are no such conflicts of interest they must answer 'no' to Q3D12 of the Pre-Qualification Questionnaire.

The Trust reserves the right to reject responses from applicants where a conflict of interest is viewed as affecting either or both the conduct of this procurement or the performance of the contract. Competitors are under a continuing obligation to notify the competition organisers, MRC, if circumstances change during this procurement process and any statements given during this procurement process become untrue.

No staff, or family member of staff, of the Trust (including board members) or a member of the competition Jury is permitted to enter the competition.

## Permissions

The Trust and MRC reserve the right to make use of all presentation materials submitted in any future publication about the competition, exhibition or website. Any use will be properly credited to the competitor and the competitor warrants that the material submitted comprises solely their own work or that of any member of a team submitting a response. This non-exclusive licence is irrevocable, shall survive the competitor's exit from the tendering process, and is royalty-free.

## COMPETITION DETAILS

## Language

The official language of the competition is English. All entries must be in English, including all additional information.

## Financial Data

Any financial data provided must be submitted in, or converted into, pounds sterling. Where official documents include financial data in a foreign currency, a sterling equivalent must be provided.

## Insurance of Entries

The Trust and MRC will take reasonable steps to protect and care for entries but neither organisation will insure the proposals at any time. Competitors are urged to maintain a complete record of their full entries and be able to make this available at any time should adverse circumstances require this.

## Clarifications to the Search Statement

The Trust may, at any time prior to the submission date, issue notifications to clarify points made in this Search Statement document, and MRC shall notify all competitors of any such clarifications. If MRC issues any such clarifications to competitors during the first stage of the competition to clarify the interpretation to be placed on part of the documents or to make any minor changes to them, such clarifications will form part of the Search Statement. The Q&A responses will also form clarifications to the Search Statement and should be considered by all competitors. Accordingly, all competitors will be deemed to have taken account of these in preparing their submission.

## Deviations

Only submissions that meet the basic criteria of entry will be considered. Additional information or supplementary material, unless specifically called for in subsequent communication, will not be considered by the assessors.

## Site Visits, Photos and Drawings

Competitors are welcome to visit the site, but at this stage of the competition there will be no formal site visits or photos and drawings distributed.

## Return of Competition Materials

All material which is submitted as part of your response to this Search Statement will be retained by the Trust and will not be returned to participants.

## Competition Publicity

Competitors should note that any or all of the materials submitted during any stage of the competition may be used for publicity purposes. This includes, but is not limited to, a public exhibition of the shortlisted competitors' design concepts, an online gallery of the shortlisted design concepts, and media releases relating to the competition or project in a more general sense.



The Ross Fountain located at the western end of West Princes Street Gardens

# ANTICIPATED COMPETITION PROGRAMME

*All dates 2017*

## Stage One

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Competition launched	<b>Thursday 9 February</b>
Deadline for questions	<b>14:00 GMT Wednesday 1 March</b>
Deadline for submissions	<b>14:00 GMT Monday 13 March</b>

## Stage Two

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Tender stage launched	<b>Mid-to-late March</b>
Shortlist announced	<b>Mid-to-late March</b>
Site visit	<b>Early April (TBC)</b>
Final submissions by shortlisted teams	<b>14:00 BST Friday 9 June</b>
Exhibition Launch	<b>Mid-June</b>
Jury Day	<b>Mid-July (TBC)</b>
Winner announced	<b>Early August</b>

# HOW TO ENTER

## Deadline for Expressions of Interest

Expressions of Interest will be received up to **14:00 GMT Monday 13 March 2017**.

Please ensure that your Expression of Interest is submitted no later than the appointed time. The Trust will not consider your submission if it is received after the deadline.

## How to Submit

Submissions for the first stage of this competition will be received electronically via the upload form on the competition website:

<https://competitions.malcolmreading.co.uk/rosspavilion/enter>

Competitors should read and take note of the Frequently Asked Questions (FAQs) associated with the online form.

Please note the form will close automatically after the deadline on **14:00 GMT Monday 13 March 2017**. It will not be possible to accept entries after the deadline.

Please allow adequate time when uploading your submission. Upon completion of the upload, the form will display a screen indicating your **upload reference number**. Please keep a separate record of this reference number and quote this in any correspondence regarding your submission. If this reference number is not displayed, your upload has not been successful.

You should receive an automatic email confirming receipt of your entry within two hours. If this is not received, please firstly check your spam folder, and then email:  
[rosspavilion@malcolmreading.co.uk](mailto:rosspavilion@malcolmreading.co.uk)

**Please note:** competitors are responsible for ensuring their submission has been received.

# SUBMISSION REQUIREMENTS

Competitors are required to respond to this Search Statement by completing all submission requirements as detailed below. Where appropriate, your response should be both well written and highly visual.

Responses should be in electronic format only – submitted via the online submission form:

<https://competitions.malcolmreading.co.uk/rosspavilion/enter>

Please refer to the Evaluation Criteria section for the scoring approach.

## 1. Pre-Qualification Questionnaire (PQQ) – Bidder Information

Please see the *Pre-Qualification Questionnaire: European Single Procurement Document ESPD (Scotland)* in Appendix A.

The PQQ is to be submitted by the lead consultant only, with reference to, and parts completed by, any sub-consultants where indicated and appropriate. This follows the ESPD Style, as applicable, and should be considered and completed accordingly.

In the case of a consortium bid, all members of the consortium must submit a separate PQQ (with the exception of the response to Q2 and Q3 as outlined below).

The PQQ is provided as a Word file. It is not available in any other formats. Competitors should complete the template, and upload this to the online form as one single, complete PDF (which should include any appendices and submissions required by third parties in terms of the PQQ).

► **Format:** Completed Word template saved as a PDF.

## 2. Relevant Experience

Please provide, in no more than 12 sides of A4, three previous projects completed (built or design finalised) within the last five years as relevant examples.

**These should be projects within a significant urban and/or heritage context, focused on buildings, landscapes, attractions or venues that have public access (including through an annual programme of events), and make an important contribution to the cultural life of their location or landscape.**

At least one of your example projects must be from the practice proposed as the Lead Designer.

Your response should highlight design quality and its particular relevance to the Ross Pavilion and Gardens project, including a focus on the following:

- I. How the designs made a positive contribution to setting, place-making and context, balancing the insertion of contemporary interventions with the quality and significance of the existing civic realm and landscape.
- II. How your previous projects demonstrated your understanding of the needs and requirements of its specific space type for contemporary users, including the impact this has had on the spatial arrangements and functional operations of the project.
- III. How you reconciled the needs and requirements of the client and end users with the quality and significance of the civic, heritage and landscape setting and the complexity of the project requirements and site conditions.
- IV. How you approached planning and consultation with both statutory stakeholders and the public during the development of the design.
- V. How the project, in all its facets, was an exemplar of sustainability (in its design, construction and use).



**SUBMISSION REQUIREMENTS**

**VI.** How you ensured that the project kept to budget, balancing cost, quality and programme, including the integration of modern design practices and processes, such as Building Information Modelling (BIM), throughout the whole project lifecycle, from inception through to building in use.

Throughout your responses to the questions above, you should cover how and why the projects were a success. What challenges were overcome throughout the course of the design or construction? What lessons were learnt, and how have you applied these on subsequent projects?

You are required to reference three example projects for substantial responses; however, you may mention other projects (if relevant to the brief) in response to the specific points I-VI above.

Illustrations and sketches should be used to articulate your answer where appropriate.

► **Format:** Twelve sides of A4, as one combined PDF.

### 3. Team Composition (Relevant Skills)

Please demonstrate, in no more than eight sides of A4, the relevant skills (as set out on page 24) within your design team. These skills can either be delivered 'in house' or subcontracted to other relevant professional consultancies. Please note additional skills proposed which are outside the scope of this contract will be not assessed (please see page 24 for details).

Please note that this process is for the procurement of Multi-Disciplinary Design Services, as set out on page 26 of this document.

Please demonstrate the skills within your team that are specifically related to the requirements of the project as listed above and throughout this document.

Please provide a summary of the details for the Lead Designer practice or practices (if applicable) who will form part of your offer. This, as a minimum, must include the disciplines as outlined on page 24.

Please demonstrate your skills and expertise in meeting the legal duties as both Principal Designer and Designer under the Construction and Design Management Regulations 2015.

Included within your answer to this question should be a proposed project organogram and CVs of both the proposed project architect and Director/Partner in charge from the Lead Designer.

**Please note:** a cost consultant and project manager are being procured separately by the Trust.

## SUBMISSION REQUIREMENTS

**Please note:** The Trust reserves the right to determine the final composition of the design team appointed and this may include the appointment of consultants that are not suggested within the competitor's bid. For the avoidance of doubt, this is to ensure the correct mix of skills and expertise and will not be imposed unreasonably.

► **Format:** Eight sides of A4, as one combined PDF.

### 4. Media Statement and Images

Each competitor should also provide a 150-word snapshot of their team that can be used for the media in the event of being shortlisted. This statement should include the lead consultant's website (if applicable).

This statement should include the following: practice history/background, overview of built projects, awards, publications, exhibitions and design philosophy.

You should also include two jpeg images of past projects indicating your first and second choice.

► **Format:** Text submitted using text field in online form; images in jpeg format, no more than 5 MB per individual file.

# EVALUATION CRITERIA

Any competitor who fails to meet the minimum Suitability and Economic & Financial requirements specified in Part IV of the PQQ will be rejected. The submissions of those who do meet the minimum standards will be scored in accordance with the selection criteria set out below.

The exclusion provisions of Regulation 58 of the Public Contracts (Scotland) Regulations will apply.

## Summary

Criteria	Total Score available for this section	Weighting (of total submission)
<b>1) PQQ</b>	Not scored – pass/fail as above	0
<b>2) Relevant Experience</b>		
<b>I</b>	10*	15%
<b>II</b>	10*	15%
<b>III</b>	10*	15%
<b>IV</b>	10*	10%
<b>V</b>	10*	10%
<b>VI</b>	10*	5%
<b>3) Team Composition</b> (Relevant Skills)	10*	30%
<b>4) Media Statement</b>	Not scored – for information only	0

\*Scored in accordance with the Scoring Approach on Page 43.

Score	Classification of response	Reason for classification
1	<b>Unacceptable in whole or part</b>	No answer has been provided or the response fails to answer the question provided; all elements of the response are not justified or unsupported by evidence where required; fails to demonstrate any understanding of the question or the context.
2	<b>Poor and significantly below requirements</b>	Very significant gaps or lack of justification/evidence in response where required; responses given are very generic and not relevant in whole or part; fails to demonstrate considerable understanding of the question or context.
3	<b>Poor and below requirements</b>	A lack of content or explanation in one or more aspects of the question; significant gaps or lack of justification/evidence in response where required; responses given are generic and not relevant in whole or part; a degree of a failure to demonstrate understanding of the question or context.
4	<b>Satisfactory response but does not meet all requirements</b>	The question is answered satisfactorily overall but some key aspects lack sufficient detail or explanation.
5	<b>Satisfactory response that meets most requirements</b>	The question is answered satisfactorily for the most part and some aspects lack sufficient detail.
6	<b>Satisfactory response that meets most requirements and is a good response in some areas</b>	The question is answered well for the most part and in areas is particularly clear and justified.
7	<b>A strong response that is very satisfactory in all areas and exceeds expectations in some areas</b>	The question is answered very well for the most part and in areas is particularly clear and justified.
8	<b>A very strong response</b>	The question is answered very well throughout and in all areas is clear and justified.
9	<b>Outstanding quality response</b>	The question is answered in an outstanding way throughout, meets all requirements and in all areas is extremely clear and justified.
10	<b>Exceptional response that exceeds the Authority's requirements</b>	The answer demonstrates an exceptional response that meets all requirements and exceeds the level of quality required in some key areas.

# APPENDICES

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## A. Pre-Qualification Questionnaire





ROSS  
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