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Design

Awards

entry
guide



AIA

Washington Council



key dates

intent to enter open	14 July 2017
intent to enter due	04 August 2017
uploads due	25 August 2017
awards ceremony	26 October 2017

Overview

The 2017 Civic Design Awards celebrates the best examples of what can be realized in public projects when architects and civic clients work together to achieve quality design. AIA Washington awards these clients and the architects who have demonstrated an appreciation for the excellent in project design. These projects represent the finest standards in innovation, sustainability, building performance, and overall integration with the surrounding community and coordination with the needs of the client.

Because this year's Civic Design Awards is being held in conjunction with the AIA Northwest & Pacific Region Design Awards, there is also a category for public projects designed by firms in the AIA Northwest & Pacific Region. AIA Washington firms may enter the same project in the AIA Washington built category and the AIA Northwest & Pacific Region category.

Contents

	Page		Page
Overview	2	Jury Presentation pdf.	5
Jury Criteria	2	Team Presentation pdf.	6
Categories	3	Online Gallery Image	6
Eligibility	3	Publicity Image	7
		Submittal Fees	7
Submittal Requirements	4	Jury Process	7
Entrant Information	4	Best Practices	8

Jury Criteria

The intent of the Civic Design Awards Program is to promote quality design in public projects. The AIA/WA Council wishes to recognize and reinforce public agencies striving for excellence in the design of their projects. Each entry will be judged for the success with which the project has met its individual requirements. Entries will be evaluated individually, not in competition with each other. The Jury uses the anonymous written and visual material submitted for their analysis. It is imperative that this information describe the project as clearly and accurately as possible.

Jury considerations include design quality, functional utility, economy, environmental harmony, sustainability, accessibility, aesthetic delight, creativity, craftsmanship, and innovation. In addition, attention will be paid to the following:

- The building's character: Integration of materials in a cost effective manner; ease of use to best serve the client; ability to draw people in to explore, experience, and feel welcome.
- Overall integration of the project at the urban scale, how the project relates to the community and its users.
- How the project's design and functionality serves the client as facilitated by its attention to details.
- Attention to energy/water conservation and application of environmentally-friendly materials and design methods.
- Life cycle cost and maintainability.
- Each juror evaluates the entries on their own merit.

AIA Washington Categories

Submissions should clearly demonstrate process and accomplishment through a combination of text, diagrams, drawings, photographs and other graphic materials and address the issues outlined in the Jury Criteria, and can fall within either of the following two categories:

BUILT PROJECT

The project must be a fully constructed building that has public funds such as Local, State, Federal, Tribal and/or International governments. A mix of funding sources is allowed provided there are public funds used in the construction of the project.

UNBUILT PROJECT

The project can be a completed planning project, a project still in the design process, a project designed and awaiting funding, or an outstanding hypothetical design. These projects must also be publicly funded or will include future public funds.

Awards will not be given for each category separately. Each project entry, built or unbuilt, will be judged individually for recognition.

AIA Northwest & Pacific Region Category

Any public project designed by AIA Northwest Region Members. The submission should follow the above guidelines and can be built or unbuilt as the above categories and as in eligibility following.

Eligibility

Built submissions for **AIA Washington** must have been completed after January 1st, 2012, using public funds for design and/or construction, and must be designed by members of chapters within the AIA Washington Council.

Built submissions for **AIA Northwest & Pacific Region** must have been completed after January 1st, 2012, using public funds for design and/or construction, and must be designed by members of chapters within AIA Northwest & Pacific Region.

Unbuilt projects must be an actual commission for a client who intends to undertake the project. Personal studies, theoretical projects, and competitions that do not meet the eligibility requirements should not be submitted.

The size and location of a project will in no way limit its eligibility. Members may separately submit as many projects for consideration as they wish.

AIA Washington members may submit for both categories, AIA WA and AIA NW & Pacific Region.

For projects in which an AIA member has joint ventured or associated with a design consultant, the member must be the Architect-of-Record. Where responsibility for a project is shared, all participants who substantially contributed to the work must be appropriately credited.

Projects must be submitted in the name of the firm that executed the commission. If that firm has dissolved or its name has been changed, an individual or successor firm may enter projects in the name of the firm in effect at the time the was completed.

Projects that have won an AIA/WA Civic Design award previously in the Built Projects category are not eligible. Unbuilt Project award winners may submit again in the Built Projects category. All other projects may be resubmitted if they fall within the eligibility time line.

Submittal Requirements

Required components of the submittal are included in this section. General submittal requirements are listed below; however, many are modified in the individual sections that follow. Please adhere to the requirements carefully.

- **Format:** as noted
- **Size:** as noted
- **Maximum Pages:** as noted
- **Naming Convention:** File names listed below generally include “*ProjectCode_ProjectName.xxx*”; when naming files, “*Project Code*” should be replaced with the code issued by AIA/WA (see below) and “*Project Name*” should be replaced with the name of the project being submitted.
- **All materials contained in these files must be anonymous, unless otherwise noted for specific submittal items.** Failure to follow this requirement will result in automatic disqualification

1. Entrant Information

Submit a **text-only** document in pdf format containing the information listed below.

File Type:	PDF (.pdf)
Size/Format:	8.5x11, portrait, text only. 12 pt. minimum font
Naming Convention:	size E_ <i>ProjectCode_ProjectName</i> .pdf
Maximum Pages:	Two

Contact Information	This is the person we will contact if there are questions or problems with your submittal – Name, Email, Phone, Firm, and Postal Address
Project Name	Use one consistent project name throughout your submittal and on all filenames. This is the name that will be formally referenced in all publicity.
Category	Built or Unbuilt AIA Washington or AIA Northwest & Pacific Region
Project Address Unique	Street address, City, State and Zip code
Project Code	Emailed to Contact listed above after the Intent to Enter is received <i>and</i> registration payment is made. For example: A549
Credits	These credits will be used on the award certificates and other publicity <ul style="list-style-type: none">• Design Team: Please list the names of any members of the core design team.• Collaborators: Include consultants, other design professionals, contractors, and other collaborators involved in the project, but not listed as part of the core Design Team. Please list each as “Role: Company Name” (i.e. Landscape Architect: Greenfield Design)• Owner/Client: Leave blank if anonymity preferred• Photographer Credit(s): Inclusion of photos implies permission from the photographer to reproduce these images for the promotion of the Design Awards Program.• Correct attribution is the sole responsibility of the submitter.
Project Information	<ul style="list-style-type: none">• Lot size: Building site (if applicable)• Project area (if applicable): Total gross square footage. Use aggregate gross square footage for project with multiple buildings/ units. Use site area for urban design and planning projects• Date of construction completion.

2. Jury Presentation PDF

Jurors will review the **JURY PDF** on laptops and projection screens—horizontal formats work best for these devices. Submitted materials must conform to the following requirements to be juried. All materials contained in this file must be anonymous. Failure to follow this requirement will result in automatic disqualification.

File Type	PDF (.pdf)
Size/Format	8.5x11, landscape orientation, all content must be anonymous Text pages (1 & 2) must have 1” margins on all sides with black text on white background, minimum 12 pt. font size.
Naming Convention:	<i>J_ProjectCode_ProjectName.pdf</i>
Maximum Pages:	15 pages
Maximum File Size:	7 MB

CONTENT

Page One Project description and introduction (same as online form):

- Project Name
- Project Code
- Project Location: Municipality, State
(i.e. Spokane, WA; omit street address & zip code)
- Project Area
- Client

Page Two **Project Narrative**

No more than 500 words; text only - no graphics or imagery:

Summarize the project, its physical context, the ideas behind it, the challenges it presented and how they were investigated and resolved. Place emphasis on the elements of design achievement defined in the Judging Criteria. Avoid elaboration of features already made clear by photographs and drawings.

Include information about project intentions, including program requirements, cost data, and the distinguishing aspects of their resolution. For preservation/restoration projects provide the jury with sufficient information to differentiate between the original architects' work and the newly altered, preserved, or restored work. **DO NOT** identify the architect, designer, or firm in any way.

Pages Three through Fifteen

Project-related diagrams, graphics and imagery

- No specific formatting requirements
- Pages may include, but are not limited to: diagrams, photographs, site plans, floor plans, sections, elevations or other illustrative drawings
- These pages are meant to graphically represent the project. Please limit labels or annotation to no more than 30 words per page
- Indicate the project's physical context or site character through graphics and/or imagery
- Conceptual, sustainable, technical or programmatic diagrams are encouraged
- Renovations and additions should clearly delineate the scope of work and consider including graphics and/or images that distinguish between the initial circumstances and the final product and contain other material highlighting the reuse or adaptation of the site or building.

3. Team Presentation PDF

The **TEAM PRESENTATION PDF** will be projected at the Awards Reception to celebrate all submitted projects and award winners, and to recognize the client and design teams.

File Type PDF (.pdf)
Size/Format 8.5x11, landscape orientation
Each page should include Project Name, Project Location and Entrant's firm name.
Naming Convention: T_*ProjectCode*_*ProjectName*.pdf
Maximum Pages: 3 pages
Maximum File Size: 2 MB

CONTENT

Page One A representative image of the project.
Page Two A photo, or representative photos, of the core project team.
Page Three A comprehensive listing of the design team, owner/client (if desired), and project collaborators. Collaborators' logos may be used.

4. Online Gallery Image

The **ONLINE GALLERY IMAGE** will be used as needed for website posting

File Type JPG (.jpg)
Size/Format 8.5x11, landscape orientation
All content in this file must be anonymous.
Naming Convention: G_*ProjectCode*_*ProjectName*.jpg
Number of images: 1 image
Maximum File Size: 2 MB

5. Publicity Images

The **PUBLICITY IMAGES** will be used by AIA/WA for publicity purposes. The main Project Image should showcase the project and should not include any text.

File Type	JPG (.jpg)
Size/Format	8.5x11, landscape orientation
Naming Convention:	P_ <i>ProjectCode</i> _ <i>ProjectName</i> _ <i>PhotographerName</i> .jpg Substitute “ <i>TeamPhoto</i> ” and “ <i>TeamCredits</i> ” for “ <i>PhotographerName</i> ” in subsequent images
Number of images:	3 images
Maximum File Size:	2 MB per image

<u>CONTENT</u>	Image One:	Project Image. A representative image of the project. Do not include text on this image.
	Image Two:	Team Photo. A photo or compilation of photos of the project team. Include Project Name, Location and Entrant’ name.
	Image Three:	Team Credits. A comprehensive listing of the design team, owner/client and project collaborators.

PHOTO RELEASE

By participating, all entrants grant the American Institute of Architects Washington Council (AIA/WA) a non- exclusive license to post the entries online for the public to view. In addition, each winner grants to AIA/WA a license for use of winning entry in connection with AIA/WA Civic Design Awards, in any media now or hereafter known, including but not limited to: publication in newspapers and magazines and AIA/WA sponsored exhibitions of the work. AIA/WA will not be required to pay any additional consideration or seek any additional approval in connection with such use. Submission to this program implies permission from the project owner, and releases AIA/WA from any responsibility of seeking permissions from owners, photographers, or any project-related stakeholders. Photo inclusion implies permission from its photographer for use by AIA/WA for promotional purposes. Correct attribution is the submitter’s sole responsibility.

6. Submittal Fees

- \$100.00 for each submittal for small Firms under 6 employees
- \$200.00 for each submittal for firms larger than 6 employees

These fees apply to both AIA Washington and AIA Northwest & Pacific Region categories.

The Jury *Process*

The Design Award committee selects the jury. Juror selection is based upon the desire to locate impartial individuals who represent high levels of achievement, design quality, professional integrity and regional awareness. Every attempt is made to create a balanced panel that will provide fair judgment to all entries.

- Each juror will receive and review the submitted JURY PDFs and select a preliminary shortlist
- The jury will gather in advance of the Civic Design Awards to review and discuss entries. Honor, Merit, Citation, and any Special Jury Awards for entry categories will be determined by consensus of the jury. There are no limits for the number of awards.
- Projects discussed are awarded at the Civic Design Awards Banquet, Thursday, October 26 in Seattle, WA.
- Award Recipients will be notified by AIA|WA in advance of the Awards Banquet so that they may plan to invite the client and plan to attend in person to accept their award.
- A certificate of the Civic Design Award will be presented to both the client and the architect, as well as a third certificate for the project location.

Best Practices

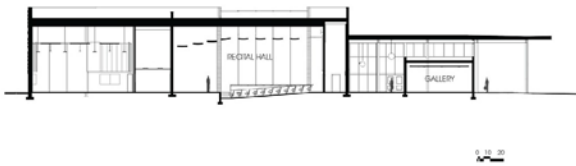
We recommend that you:

- Treat your narrative as a thesis with photos/ diagrams/etc. supporting project goals, for example:

A design firm omitted a photograph of a theater's main performance space, despite stunning photographs of the exterior and adjoined hotel, meticulous narrative on the architectural language at play, etc. Without that space itself shown or clear diagrams, jurors were unable to decipher how the performances would take place without obstructed views.

- Submit projects early. This will give your team a chance to review their entry and make corrections, if needed.

- Use narrative and visual elements catered to those well-versed in that type of project as well as those who may design entirely different works or even a non-architect.
- Show the jury both the struggle and the solution. Acknowledge all design team members and collaborators, especially the role they fulfilled.
- Demonstrate context of site, through maps, diagrams, or photography.
- Aide jurors in walking through spaces and understanding how each fits within the context of the whole.



SECTION

Winatchee Valley College Music and Arts Center



WEST ELEVATION GALLERY

Winatchee Valley College Music and Arts Center



GALLERY GALLERY

Winatchee Valley College Music and Arts Center



GALLERY GALLERY

Winatchee Valley College Music and Arts Center



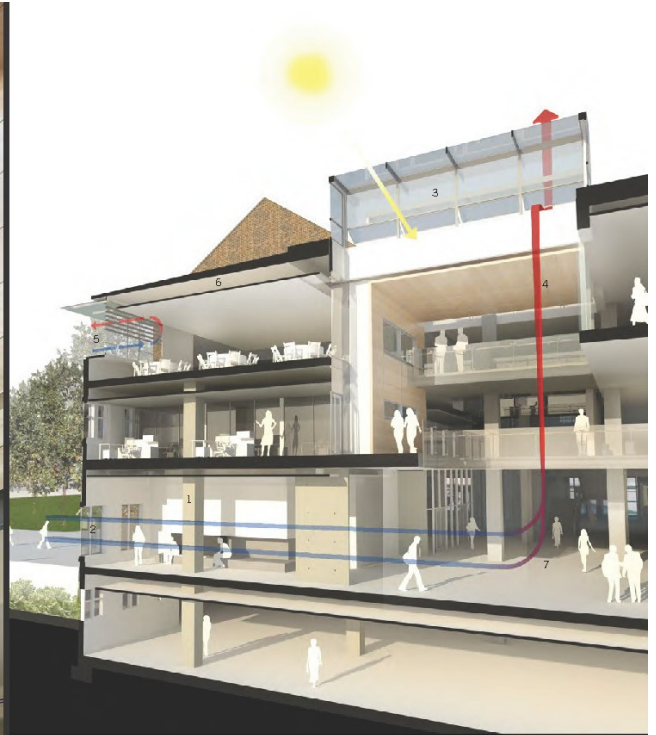
THEATER THEATER

Winatchee Valley College Music and Arts Center

Note how this entry progressed logically through spaces, their uses by the client, and how challenges from the narrative were solved (in this case, multi-use spaces were created using adjustable paneling and bringing natural light into a space that some would leave windowless).



Staggered walkways and a skybridge animate the atrium

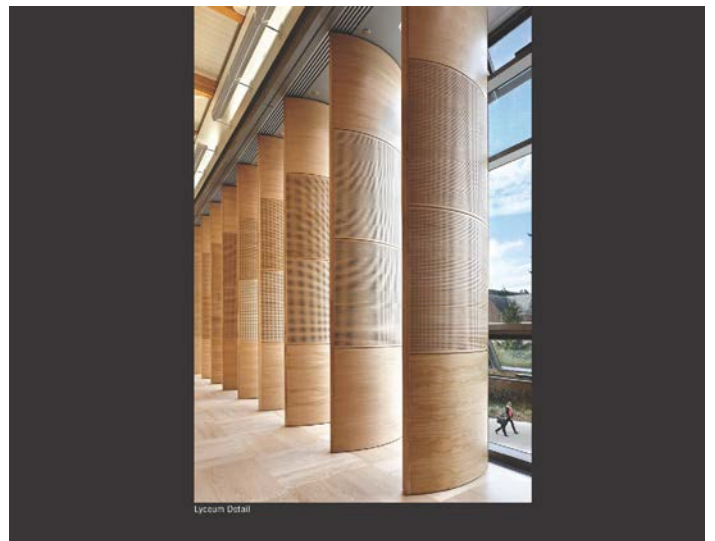


Sustainable Strategies

- 1 Existing concrete structure reused = lower carbon footprint
- 2 New historic manual and motorized operable windows
- 3 Atrium skylights: natural ventilation and natural day light
- 4 FSC native wood panels with acoustic perforations
- 5 Glazed overhangs and operable blinds to eliminate west facing solar glare
- 6 Light weight steel structure allows for column free space
- 7 Atrium creates a new "heart" for the building and campus



- Lyceum Sustainable Strategies
- 1 Reuse existing concrete structure with high thermal mass
 - 2 Rain gardens
 - 3 Exterior Sunshades limit high solar loads
 - 4 Green roof
 - 5 Double Facade Summer:
 - Perforated windows open to ventilate cavity
 - 6 Double Facade Winter:
 - Perforated windows close to trap warm air
 - 7 Windows allow for single sided and cross ventilation
 - 8 Moorland Wood Panels
- Green double facade, allow for light and acoustic control



Lyceum Detail

This entry demonstrated architectural detailing, context of each space, challenges presented, and the team's sustainable solutions.

2017 AIA Washington Council Civic Design Awards

Questions?

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