

## (A) INTRODUCTION OF QUALITY BUILDING AWARD

The Quality Building Award is a biennial award giving public recognition to buildings of outstanding quality that demonstrate outstanding teamwork. The provision of quality buildings is an essential ingredient of a prosperous and modern society and the Quality Building Award aims to promote a collective commitment by the building industry to maintain the highest standards of professionalism and competitiveness.

The Slogan for Quality Building Award 2008 is to “Set No Boundary for Quality Buildings”.

The Quality Building Award 2008 is jointly organized by nine leading professional organizations–

*The Hong Kong Construction Association*

*The Hong Kong Institute of Architects*

*The Hong Kong Institute of Construction Managers*

*The Hong Kong Institution of Engineers (Building, Building Services and Structural Division)*

*The Hong Kong Institute of Housing*

*The Hong Kong Institute of Surveyors*

*The Hong Kong Quality Assurance Agency*

*The Hong Kong Chapter of International Facility Management Association*

*The Real Estate Developers Association of Hong Kong*

## (B) AWARDS CATEGORY

Quality Building Awards will be presented to Winners of **Residential** and **Non-Residential Categories** respectively while distinctive Merits will be given to outstanding buildings nominated under **Special Awards Category**.

### 1) Residential Category

#### Submission Requirements

- Nominated buildings should be practically completed in the period between 1 January 2005 and 30 June 2007.
- The sole purpose of the nominated buildings should be for residential use.

### 2) Non-Residential Category

#### Submission Requirements

- Nominated buildings should be practically completed in the period between 1 January 2005 and 30 June 2007.
- The sole purpose of the nominated buildings should be for non-residential use.

### 3) Special Awards Category

To promote pioneer projects in specialized field of the building industry, QBA2008 identified 4 sub-categories to encourage project teams to submit their project as such to demonstrate their merits in these particular considerations above and beyond a building construction project.

- I. Heritage
- II. Innovation
- III. Sustainability
- IV. Projects Outside Hong Kong

#### Submission Requirements

- Nominated buildings should be practically completed in the period between 30 June 2002 and 30 June 2007.
- For "Projects Outside Hong Kong" Sub-category:
  - ✓ Nominated buildings must be outside the territorial limits of Hong Kong Special Administrative Region with no limitation in size and cost.
  - ✓ Nominations **MUST** be endorsed by a nominee (either the applicant OR one of the project team members) who is also a registered member of any of the 9 professional organizing institutes of QBA2008.

### (C) ELIGIBILITY

1. Nominated buildings (except for "Projects Outside Hong Kong" Sub-category) must be within the territorial limits of the Hong Kong Special Administrative Region.
2. Nominated buildings are subject to no limitation in size and cost.
3. Nominated buildings should be practically completed. That is, eligible buildings should possess either Occupation Permits (OP or Phased OP), Acknowledgement letters on BA14 or Certificates of Completion (in the case of Government/HA projects) within the specified period as stated in the submission requirements. Subject to final approval of the Organizing Committee, possession of OP may be exempted for projects nominated for Heritage, Innovation and Sustainability Sub-categories.
4. A partially completed building would not be accepted unless phasing of the project is obvious enough to render the completed portion as a distinct building.
5. Project teams can choose to submit their nominations for **either non-residential category or residential category** subject to final approval by QBA2008 Organizing Committee.
6. Project teams can submit their nominations for both Special Awards category and Non-Residential / Residential category.

7. A building can be nominated provided it has never received any merit/award from Quality Building Award in previous years.
8. Each Project Team can submit more than one nomination for different buildings. Separate nomination fee will be charged.

Notes:

1. QBA2008 Organizing Committee reserves the ultimate right to make final and binding decisions on the eligibility of all applications.
2. QBA2008 Organizing Committee reserves the right not to bestow an award if the Jury Panel considers no nomination is worth receiving an award.
3. Project Teams are required to conduct a final presentation to QBA2008 Jury Panel once they are short-listed by the Organizing Committee.
4. The decision of the Jury Panel shall be final.

## (D) NOMINATION DEADLINE & SUBMISSION DETAILS

- Deadline: 12:00 noon, Monday, 31 December 2007
- Nomination documents & materials (refer to Session (G) for details) need to be delivered to Secretariat Office of QBA2008 at Room 2704, 27/F, C. C. Wu Building, 302-308 Hennessy Road, Wanchai, Hong Kong.
- Late submission will NOT be considered.

## (E) NOMINATION FEE

1. **HKD5,000.00** will be collected for each nominated project.
2. The nomination fee is non-refundable once submitted.
3. Submitted nomination fee of any ineligible building or project will not be refunded also.

## (F) PARTICIPATION FEE FOR QBA2008 COMMEMORATIVE STAMPS PRODUCTION FOR FINALISTS

**HKD\$10,000.00** will be collected for each finalist as Participation Fee for QBA2008 Commemorative Stamps Production for Finalists on top of the nomination fee mentioned above.

## (G) REQUIRED NOMINATION DOCUMENTS / MATERIALS

- I. Duly completed and signed Nomination Form (please see enclosed)
- II. Payment cheque (HKD5,000.00 / nomination) payable to "**Hong Kong Institute of Construction Managers, Limited**"
- III. Copy of Occupation Permit
  - For government project, Completion Certificates are acceptable.
  - For additional & alternation works, Acknowledge of Completion is acceptable.

- IV. **12** hard copies of nomination materials:-
- a) All nominations, including text and supporting materials, should be bound into **A3-sized** (420mm W x 297mm H) booklets for submission.
  - b) The following supporting documents are considered as valid illustrations of projects and can be attached and submitted together with completed nomination forms:
    - Drawings; Photos; Plans; Charts and graphs; and Master programs.
  - c) A maximum of **10,000 words** can be submitted to illustrate the merits under the judging criteria
  - d) A maximum of **20 sheets** of supporting materials can be submitted for each nominated project.
- V. **12** CD-ROMs containing:-
- a) Soft copy of nomination booklet in “.jpg” or “.pdf” format.
  - b) 6 Electronic image files showing the entry project [Format: in “.tif” or “.jpg” format and image size not less than 350 dpi]

Notes:

1. All submissions should be written in **English**.
2. QBA2008 Organizing Committee reserves the right to reproduce, print, publish the material submitted in either paper or electronic format, or for any use in association with QBA2008.
3. The information obtained will be used for this Award only.

## (H) JUDGING CRITERIA FOR

- RESIDENTIAL CATEGORY
- NON-RESIDENTIAL CATEGORY
- SPEICAL AWARDS CATEGORY (Projects Outside Hong Kong Sub-Category)

### Vision for Quality, Project Brief and Teamwork

- ✚ vision for project quality
- ✚ clear project requirement
- ✚ delegation, trust, rapport and partnering approach in teamwork (consultants and construction team)
- ✚ quality and total risk management
- ✚ continual improvement on quality through entire process

### Design and Innovation

- ✚ design and engineering concept
- ✚ site planning, socio-cultural response
- ✚ design fulfilling different users' requirements: client, disabled users, etc.
- ✚ design aesthetic and clarity
- ✚ use of material, workmanship, buildability
- ✚ application of technologies, innovative building methods, special engineering or design solutions

### Project Management and Cost Control

- ✚ project planning, programming and monitoring
- ✚ construction management
- ✚ leadership, coordination and site supervision
- ✚ cost planning and control (pre-contract/ post-contract)
- ✚ value engineering and economy of solutions
- ✚ tender and contract strategies
- ✚ claims handling & dispute resolution

### Environmental Considerations: sustainability, safety, hygiene, etc.

- ✚ environmental strategy, control and sustainability, e.g. participation in HK Beam
- ✚ energy efficiency
- ✚ waste management
- ✚ health and safety management, training and awareness
- ✚ construction hazard identification/ occupational health and safety
- ✚ safety in future maintenance

### Users' Response, Customer Satisfaction, Operation and Maintenance

- ✚ social accountability, caring for people and contribution to community
- ✚ good practices, ethnical commitment
- ✚ serviceability and performance
- ✚ defect extent and report
- ✚ users' response and feedback system
- ✚ ease of operation and maintenance and cost effectiveness thereof
- ✚ flexibility for changing needs

#### Notes:

1. Zero point will be given if no information is provided under the relevant section.

## (I) JUDGING CRITERIA FOR SPECIAL AWARDS CATEGORY

- Heritage Sub-category
- Innovation Sub-category
- Sustainability Sub-category

### Heritage Sub-category

- ✚ Heritage/Historical Justification
- ✚ Acquisition and Project Management
- ✚ Building and Cultural Heritage Preservation
- ✚ Community Relations and Coherence
- ✚ Building Utilization Functions
- ✚ Patrons/ Usage Management







### Innovation Sub-category

- ✚ Innovation Design Concept(s) Originality and Design Process
- ✚ Project Management and Application Execution
- ✚ Integrative and Functionality to Building Operation
- ✚ Benefits and Contributions
- ✚ Utilization and Effects
- ✚ Building Occupants and Management Feedback

### Sustainability Sub-category

- ✚ City Planning and Design Concept
- ✚ Construction, Building Materials and Project Management
- ✚ Energy Utilization and Conservations
- ✚ Lighting, Ventilation and Indoor Environment Utilizations
- ✚ Water, Waste, Plantation and Landscape Conservations
- ✚ Building Occupants and Management Feedback

## (J) SCHEDULE

1 July 2007	Nominations for the Quality Building Award 2008 Start
31 December 2007 12:00 noon	Nomination deadline
	The Jury / Assessment Process
January 2008	<p>Stage I    First Screening</p> <ul style="list-style-type: none"> <li> Nominated projects will be screened in accordance with the judging criteria and will be short-listed to enter into Stage II</li> </ul>
March 2008	<p>Stage II    Site Visits</p> <ul style="list-style-type: none"> <li> Site visits will be conducted for short-listed projects from each category (except for "Projects Outside Hong Kong" Sub-category).</li> <li> Finalists will be selected to enter into Stage III.</li> </ul>
May 2008	<p>Stage III    Jury Recommendation</p> <ul style="list-style-type: none"> <li> The finalists from each award category will conduct final presentations to the Jury Panel.</li> </ul>
July 2008	<p>QBA2008 Conference</p> <ul style="list-style-type: none"> <li> The finalists from each award category are required to make a presentation at the QBA2008 Conference</li> </ul> <p>QBA2008 Award Presentation Banquet</p> <ul style="list-style-type: none"> <li> Awards winners will be officially announced at the Award Presentation Banquet</li> </ul>

## (K) DETAILS OF SUBMITTED BUILDING

Details of Submitted Building		
Name of Building: (English)	Name of Building: (Chinese)	
Full Postal Address of Building:		
Date of Practical Completion of Building:	Site Area:	Gross Floor Area:
Building Type*: Public Amenity / Residential / Utility / Transport / Commercial / Industrial / Institution / Others _____		
Category of Award*: Residential / Non-Residential / Special Awards (Heritage/ Innovation/ Sustainability/ Projects Outside Hong Kong)		
Project Description (Not more than 300 words)		
* Delete as appropriate		



## (L) DETAILS OF APPLICATION

Details of Application	
Company Name in English:	
Company Name in Chinese:	
Address:	
Name of Person-in-charge:	Position:
Telephone:	Fax:
Signature:	Date:
Information of Contact Person	
Name in English:	Name in Chinese:
Company Name:	Position:
Telephone:	Fax:
E-mail:	Mobile Phone: (Optional for arranging site visit)
Information of Nominee (For "Projects Outside Hong Kong" Sub-category <u>ONLY</u> , Nominations must be endorsed by a nominee (either the applicant or one of the project team members) who is also a registered member of any of the 9 professional organizing institutes of QBA2008.)	
Name of Nominee:	Company Name:
Telephone:	Signature:
Professional Institute: HKCA / HKIA / HKICM / HKIE / HKIH / HKIS / HKQAA / IFMA (HK Chapter) / REDA Membership No.:	

## (M) DETAILS OF PROJECT TEAM

Client / Developer		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Project Manager		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Project Architect		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Main Contractor		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Structural Engineer		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #

# Please make sure the content of this submission has been seen and agreed before you sign on this form

Quantity Surveyor		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Building Services Engineer		
Firm Name		Tel. No.
Address		Fax No.
Contact person	Dated	Signed #
Other Team Member (Optional)		
Firm Name		Nature / Function of Work
Address		Tel. No.      Fax No.
Contact person	Dated	Signed #
Other Team Member (Optional)		
Firm Name		Nature / Function of Work
Address		Tel. No.      Fax No.
Contact person	Dated	Signed #
Other Team Member (Optional)		
Firm Name		Nature / Function of Work
Address		Tel. No.      Fax No.
Contact person	Dated	Signed #

# Please make sure the content of this submission has been seen and agreed before you sign on this form

**Notes:**

- Information of Other Team Member is optional and the number is restricted to a maximum of 3.
- QBA2008 Organizing Committee will present award to the above signed parties only. Therefore, please make sure all parties with significant contributions are included in the above list.
- No replacement or changes could be made after submission.