

Nomination Kit - Building Surveyor Awards 2019

Introduction

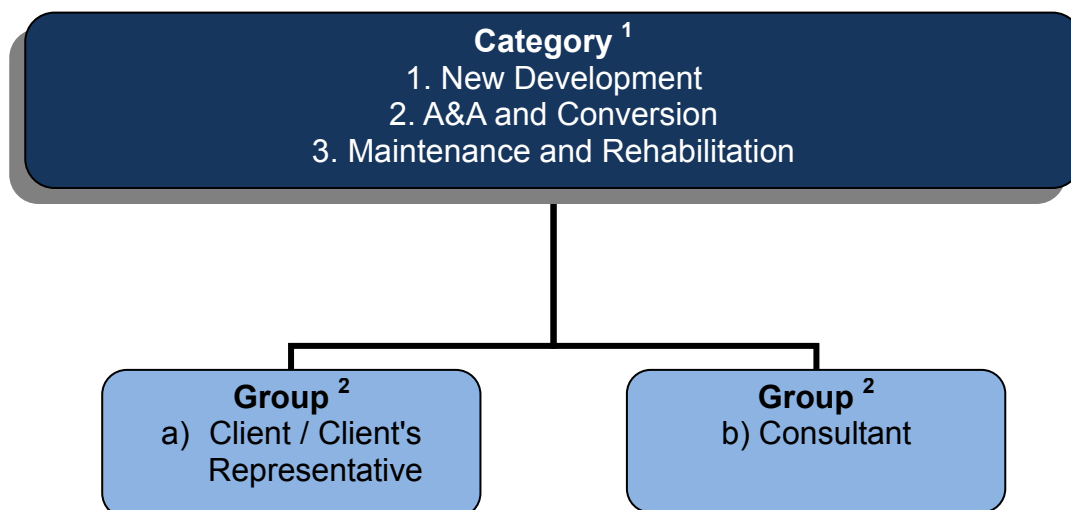
Building Surveyor Awards 2019 (BSA 2019) is organized by Building Surveying Division of the Hong Kong Institute of Surveyors (HKIS - BSD) to enhance public recognition to preeminent projects in terms of design, innovation, management, sustainability and achievement with substantial contributions by Building Surveyors.

Building Surveyor Awards 2019 (BSA 2019) is introduced by HKIS - BSD with the following objectives:

- To provide recognition to preeminent projects with substantial contribution by Building Surveyors in the public and private sectors
- To commend the contribution of Building Surveyors
- To promote the expertise of Building Surveyors to the public
- To acclaim distinguished practices of Building Surveying

1. Categories

Building Surveyor Awards 2019 is open for nomination under the following categories.



¹ Definition for the 3 Categories

1. New Development

Projects involve new development / redevelopment & infrastructure. A&A Works of existing buildings are NOT included in this category.

2. A&A and Conversion

Projects / Buildings which involve alteration, addition or change in use of existing buildings.

3. Maintenance and Rehabilitation

Projects involve maintenance & repair, refurbishment or rehabilitation of existing buildings. The use of existing buildings will remain unchanged under this category.

² Definition for the 2 Groups

a) Client / Client's Representative

Project teams under this group shall include the in-house professional teams of clients/ developers or project management consultants with substantial contributions by professional building surveyors and who assume the control and supervision over a project on behalf of clients.

b) Consultant

Project teams under this group shall include those providing consultancy services with substantial contributions by professional building surveyors in design aspects, authorized person's capacity, etc. It excludes those project managements which should be included in the group for Client's Representative.

2. The Awards:

Award Type	Description
Grand Award	A Grand Award will be granted to one of the winning projects out of all categories.
Winners	There are 2 groups in each category. A winner will be granted in each group of every category. A maximum of 6 awards will be granted.
Merits	There will be recognition of merit(s) in each group.
Finalists	There will be recognition of finalist(s) for each nomination who has / have passed the first screening, site visit and delivered a presentation at the Finalist Presentation.
Sustainability Award	The award will be granted to the project which has the best achievement in sustainable aspects.
Value Enhancement Award	The award will be granted to the project which has the best achievement in enhancing economic and/or social values.
Caring Practice Award	The award will be granted to the project which has excelled in caring for buildability and/or maintainability, health and safety concerns, constructional and/or operational friendliness.

Notes: The Awards may not be granted if the Jury Panel does not consider appropriate. The decision of the Jury Panel shall be final.

3. Assessment Criteria

3.1 Written Submission and Site Visit

a) **Expertise of Building Surveyors**

- Leading role of Building Surveyors in the project.
- Use of professional expertise relevant to the Building Surveying discipline in meeting the project objectives and achieving a quality result

b) **Design**

- Design approaches adopted for delivering a better outcome / result in terms of functions, quality, buildability and maintainability
- Major design or innovative inputs
- Site planning, neighbourhood and cityscape considerations
- Solutions for challenges

c) **Project Management**

- Project management and organization, and integration
- Effective coordination of skill sets among members of the project team and with stakeholders
- Time management
- Quality management
- Budget management

d) Sustainability

- Building passive design
- Adoption of sustainability strategy or design in relation to energy, waste, water or IAQ issues etc.

e) Value Management

- Measurement of value enhancement (economic or social gains etc., in qualitative and/or quantitative analysis)
- Fulfillment of corporate social responsibility
- Recognition from stakeholders, communities and professional institutions

f) Caring Practice with Vision

- Consideration of buildability and/or easy maintenance
- Emphasis on health and safety aspects
- Achievement in constructional and/or operational friendliness

3.2 Presentation

- Strengths of the project
- Key project's achievements
- Any special features or highlights etc.

Notes: The Final Score in the assessment shall include the scores of written submission, site visit and presentation. Written submission and site visit will take up 75%, whilst presentation will take up 25% of the Final Score.

4. Eligibility

1. Nominated projects should be practically completed in the period between **1 April 2014** and **28 February 2019**. No partially completed project would be accepted.
2. Nominated projects must be within the territorial limit of the Hong Kong Special Administrative Region of the People's Republic of China.
3. There is no limitation in size or cost for the nominated projects.
4. Each company / project team can submit more than one nomination for different projects.
5. As the Awards are to give recognition to Building Surveyors' roles in different professional capacities, nominations under different groups may be submitted for each project.
6. Company / project team is required to submit supporting documents such as organization chart to demonstrate the leading role/substantial involvement of the Building Surveyor in the project.
7. Nomination by individuals would not be accepted.
8. Organizer reserves the rights to request the company / project team to submit the Occupation Permits (OP or Phased OP), acknowledgement letters or certificates to prove that the nominated projects are practically completed.
9. Applicants are required to get the authorized signature and chop from the clients / developers to seek their consent for nomination.

5. Jury Panel

For each category, the organizer will form a Jury Panel to assess the shortlisted projects and to recommend projects for awards and merits as appropriate. A Grand Award may be granted to one of the winners of all categories. The composition of Jury Panel is to include eminent persons from the following sectors:

- Government
- Statutory bodies
- Academia

- President / Chairman or representative of professional institutions

6. Required Documents & Submission Format

1. Crossed cheque payable to “Surveyors Services Limited”
2. 8 sets of duly completed and signed nomination form
3. 8 sets of duly completed project team details
4. 8 sets of technical presentation materials (a maximum of 8 pages in A3 size) to describe the project in response to the respective list of assessment criteria.
5. 2 digital copies saved in CD-ROM which contains:
 - items 2 & 3 above in “jpg” or “pdf” format
 - Item 4 in “pdf” or “jpg” or “tiff” format and the image resolution is no less than 350dpi

Notes:

1. All submission should be written in English. [supplement with Chinese content if required]
2. All the materials will not be returned to the applicant after submission.
3. BSA 2019 Organizing Committee reserves the right to reproduce, print, and/or publish the materials submitted in either paper, electronic or other formats, or for any use in association with BSA.
4. The information obtained will be used for BSA only.
5. Applicants are required to submit the form for withdrawal of application and pay HK\$1,000 administration fee per time for re-submission (if needed) on or before 28 February 2019, 5 p.m. (Thursday)

7. Nomination Fee

1. HK\$5,000 will be collected for each nominated project.
2. Nomination fee must be submitted with the duly completed and signed nomination form
3. Nomination fee is non-refundable once the nomination is submitted.
4. Nomination fee must be made by crossed cheque and made payable to “Surveyors Services Limited”

8. Submission Details

Deadline: 5 pm on 28 February 2019, Thursday (late submission will NOT be considered.)

Early-bird Nomination: Interested parties can submit the nomination form and the nomination fee by 5 pm on 21 December 2018, Friday for enjoying the early-bird discount of 20% and submit all the required documents by 5 pm on 28 February 2019, Thursday.

Complete nomination submission with all required documents, including forms and nomination fee must be delivered to:

Secretariat Office of BSA 2019

Attn: Ms Cherry CHENG / Ms Mary LAM
Rm1706, 17/F, Fook Yip Building,
No.53 – 57 Kwai Fung Crescent
Kwai Fong, Hong Kong

9. Key Dates

October 2018	Open for nomination
21 December 2018 (Friday)	Deadline for Early-bird nomination
28 February 2019 5 pm (Thursday)	Deadline for Nomination and Required Documents Submission
The Jury / Assessment Process	

Mid-March 2019	First screening on all nominations by Jury sub-committee (projects will be shortlisted for site visits and final presentation)
Early April 2019	Announcement of finalists
13 April 2019 (Saturday)	Site visits to finalists' projects by Jury Panel for all three categories
27 April 2019 (Saturday)	Finalists' presentation to Jury Panel cum CPD event
14 June 2019 (Friday)	Building Surveyor Awards 2019 Presentation Ceremony cum Gala Dinner

Enquiries

For enquiries, please contact:

Secretariat Office of BSA 2019

Ms Cherry CHENG / Ms Mary LAM

Tel: +852 3421 1461 / Email: bsa@redasia.com.hk

HKIS Building Surveyor Awards 2019 Nomination Form

I. Details of Submitted Building

* Please an appropriate box below

Categories of Award*:		
<input type="checkbox"/> New Development	<input type="checkbox"/> A&A and Conversion	<input type="checkbox"/> Maintenance and Rehabilitation
Group*:		
<input type="checkbox"/> Client / Client's Representative		<input type="checkbox"/> Consultant
Name of Building: (English):		Name of Building: (Chinese):
Building Address:		

<input type="checkbox"/> Hong Kong Island <input type="checkbox"/> Kowloon <input type="checkbox"/> New Territories		
Date of Practical Completion of Building#: #Nominated Building must be practically completed from 1 April 2014 to 28 February 2019 _ _ / _ _ / _ _ _ _ (dd / mm / yyyy)		Site Area, hectares (approx.):
Gross Floor Area, m² (approx.):		Gross Floor Area Above Ground, m² :
Number of Floors above Grade:		Approximate Final Population:
Building Type*:		
<input type="checkbox"/> Public Amenity <input type="checkbox"/> Residential <input type="checkbox"/> Utility <input type="checkbox"/> Transport <input type="checkbox"/> Commercial		
<input type="checkbox"/> Industrial <input type="checkbox"/> Institution <input type="checkbox"/> Others: _____		
Project Description (Not more than 300 words):		
Relevant achievement / awards / record of publication in local and international journals, etc.:		

II. Details of Application

* Please an appropriate box below

i. Applicant:

Company Name: (English):	Company Name: (Chinese):
Address: <hr/> <hr/> <hr/>	
<input type="checkbox"/> Hong Kong Island <input type="checkbox"/> Kowloon <input type="checkbox"/> New Territories	
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:
Authorized Signature & Chop:	Date:

ii. Client / Developer:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Address: <hr/> <hr/> <hr/>	
<input type="checkbox"/> Hong Kong Island <input type="checkbox"/> Kowloon <input type="checkbox"/> New Territories	
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:
Authorized Signature & Chop:	Date:

iii. Project Manager:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

iv. Architect:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

v. Civil & Structural Engineer:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

vi. Building Services Engineer:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

vii. Quantity Surveyor:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

viii. Main Contractor:

(Not required to complete if same as the applicant in (i) above)

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

Other Team Member (Optional):

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email:

Other Team Member (Optional):

Company Name: (English):	Company Name: (Chinese):
Contact Person:	Position:
Tel. No.	Mobile No.:
Fax no.:	Email: