



Dual International Concept Design Competitions

2 CALLS | 4 SITES - 2 GROUPS

CALL 1: PUBLIC ADMINISTRATION CLUSTER + MIXED-USE DEVELOPMENT

CALL 2: PROPERTY INSTITUTIONS CLUSTER + MIXED-USE DEVELOPMENT

INNOVATIVE - ENERGIZING CITIES - DEVELOPMENT

PUBLIC PROPERTY DEVELOPMENT

#OPPORTUNITIES

#SHAREDVALUES #PUBLICINTEREST

#TRANSFORMINGCOMMUNITIES #URBAN-
GROWTH #PUBLICVISION #UNLOCKPOTENTIAL

#GOODGOVERNANCE #ECONOMICLANDSCAPE

#REALESTATE #AIC #SMARTREDEVELOPEMENT

#ENTERPRENURIALGOV #STATEDRIVEN-
GROWTH #NEWHORIZONS

#INNOVATION

COMPETITION BRIEF



ENERGIZING CITIES

Innovative Public Property Development

Dual International Concept Design Competition
Public Administration Cluster + Mixed Use Development Site #1

Competition Brief

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1 Competition Overview

1.1 Introduction

The Government of Albania, in its ambition to accelerate the country's sustainable development, has consistently sought to uncover and unlock the dormant economic potential of the Albanian territory. This vision includes policy initiatives and legislation aimed at steering economic development, as well as major infrastructural and urban investments designed to transform and modernize the quality of life and architectural landscape of the country. Through a series of keystone architecture and urban planning competitions, the government has facilitated a radical reimagining of a modern Albania – culturally vibrant, visually unique, and economically consolidated.

Nevertheless, one particular asset that has remained mostly untapped in this process is underutilized government properties and land. Many of these properties are either unoccupied or currently house older buildings used by various state agencies and institutions. Despite significant strides towards greater transparency, digitalization, and improved service delivery, these institutions are constrained by the physical limitations of their current spaces, which fail

to meet the needs of modern administrative workplaces. Therefore, it is paramount for the government to find cost-effective, innovative mechanisms to utilize these properties. One such mechanism is partnering with the private sector to facilitate the development of these properties, financing the costs of infrastructural upgrades, and simultaneously energizing the economy through redevelopment.

This call solicits design proposals for two buildings. The first building will consolidate several government institutions into a single new multifunctional cluster. Aggregated throughout Tirana, these administrative centers will serve as the infrastructural backbone for the future of Albania's public administration. The second building will be a commercial development on land vacated by one or more of the government institutions. A private investor(s) will be awarded the contract for both buildings, leveraging the market value of the commercial property to finance the public administration clusters.

1.2 Promoters

The Albanian Investment Corporation (AIC), in compliance with DCM nr.328, date 29.5.2024, is tasked with leading this initiative of the Albanian government. To realize this process, an open design competition for architecture concept design proposals will be organized, aiming to generate suitable solutions for the creation of the new public administration clusters and, in parallel, the design of commercial developments to be transferred to the private partners responsible for financing the venture. AIC will be supported throughout this process by the National Territorial Planning Agency (NTPA), which will organize the design competition processes and help facilitate the technical process afterward.

1.3 Manifesto

Tirana has undergone an extraordinary transformation since transitioning to a market economy after 1991. The city epitomizes the dynamics of Albania's evolution, now home to almost 1 million inhabitants, which is over a third of the country's entire population. Tirana's long-term strategic development trajectory contrasts with two decades of spontaneous

and relatively uncontrolled growth, aiming to create a visually unique, culturally vibrant, and economically attractive capital for the region and beyond.

Tirana's urban development has rapidly expanded over the last decade, spurred by increased confidence in Albania's economic stability. This has attracted intensive foreign investment and fostered government initiatives, transforming Tirana into a center of economic activity and cultural diversity.

As a result of this economic and urban development, Tirana's real estate market has experienced significant growth and transformation, particularly in the office and housing segments. This trend is driven by the high demand for modern residential and commercial environments.

Rapid development and the process of European integration have made a well-functioning public sector a vital necessity to maintain the country's development trajectory. Today, much of the administrative infrastructure is located in amortized buildings on state-owned properties, most of which were constructed with low quality during the twentieth century. Additionally, several public institutions rent spaces from the market.

Beyond the wear of time, many of these buildings sustained structural damage in the 2019 earthquake. Moreover, these buildings were designed in a bygone era, making them unsuitable for contemporary workspaces. However, these government properties represent assets with substantial economic value. The Albanian Investment Corporation (AIC), established by the Albanian Government and set up as a corporation with the public as the intended beneficiary, is tasked with transforming these properties through financial mechanisms to leverage their economic value.

In this large-scale effort to rebuild a significant portion of the public administration, the AIC will coordinate the transformation process with private-sector developers. In exchange for the right to develop highly amortized properties, these developers will finance the development and modernization of several government clusters, providing modern, accessible, and efficient workspaces for numerous government agencies currently underserved by their existing spaces.

This competition seeks to generate proposals to realize this twofold vision of administrative upgrading and modern

mixed-use development. We aim for innovative and forward-thinking designs that harmonize diverse programmatic requirements while remaining flexible enough to accommodate future uses.

This initiative aims to provide a dynamic, efficient, and feasible solution to the many challenges inherent in such a complex and ambitious goal. The benefits include:

- Transforming underutilized or amortized buildings and parcels into new urban landmarks
- Stimulating surrounding property values
- Boosting business activities in the area
- Developing state-of-the-art facilities with high standards and the latest technology, attracting a diverse range of residents and businesses
- Enhancing government services and administration through upgraded infrastructure
- Increasing operational efficiency for public institutions
- Improving workplace standards for public officials
- Creating dynamic and inclusive spaces for the larger community
- Developing and validating new economic concepts based on efficiency and mutual benefits

- Harmonizing new infrastructure with sustainable and technological advancements

1.4 Beneficiaries

A key element of this cooperation model is ensuring a "Win-Win" condition. In exchange for the right to develop these properties, the private partner will cover the costs of developing new public administration clusters based on an international competition to meet the needs of public institutions. Additionally, the usage rights of these assets will be transferred to AIC.

Benefits:

- **Public Administration:** Gains new buildings and improved infrastructure and workspaces, leading to increased productivity and better work standards for officials
- **AIC:** Benefits from intermediation fees for property identification and consolidation, project development competitions, and project monitoring. It also gains strategic positioning in the real estate market

- **Private Partner:** Provides financing and project implementation, benefiting from secure and sustainable revenue increases and low-risk returns on investment. This partner plays a key role in Albania's economic development and modernization of administrative infrastructure

Additionally, this initiative will directly benefit government institutions by improving the quality and conditions of their work environment, enhancing the everyday experience of thousands of people. These new workspaces will be more comfortable, functional, and healthier, increasing the credibility of these institutions in the eyes of the public.

Optimized configurations and usage of these spaces will enhance work efficiency and productivity, ensuring better service standards and improved public sector performance. The project will also provide positive externalities for local communities, including increased business activity, investment, and greater integration and transparency between the community and civil servants. This will ultimately create a more dynamic and inspiring urban context. Relocating these institutions and their staff

to better sites in the capital is expected to bring numerous economic and social benefits. This intervention will positively impact the area developed by the private partner, fostering local commerce, further investments, and other social benefits.

1.5 Organizing Authority

The National Territorial Planning Agency is the organizing authority for the competition process, following the rules and procedures defined in the Albanian Law of Public Procurement.

1.6 Competition Process

Phase 1: Expression of Interest, Eligibility, and Shortlist

This open, international concept design competition is organized in two phases. In Phase 1, candidates will present their team composition, qualifications, work methodology, and a vision statement for the two sites, including a brief preliminary concept (drawings/ sketches/ illustrations). Candidates must submit expressions of interest and the required documentation according to the Call and Standard Tender Documents (STDs).

Evaluation Criteria

The Working Group created by the Organizing Authority will review and evaluate the submitted documentation. Candidates who do not meet the qualification criteria will be disqualified and notified accordingly. The remaining qualified candidates will be scored based on their team composition, previous experience, methodology, vision statement, and preliminary concept. At the end of Phase 1, the Working Group will choose five teams to advance to Phase 2, providing them with detailed instructions and deliverables.

The following guidelines will be used:

- **Experience:** Demonstrated experience in designing similar building programs, with a portfolio of relevant work
- **Technical Expertise:** Proven technical expertise in designing complex spaces, with the ability to develop detailed plans and specifications
- **Methodology, Vision Statement and Concept:** Innovative approach to the design of the requested program:

- Creativity of architecture concept
- Coherence of concept (logically consistent, orderly, and understandable, a harmonious relationship among various parts resulting in a clear and unified whole)
- Adequate response to the competition objectives, questions, and design Brief requirements (spatial program)
- Adequate response to the Site and context

Phase 2: Submission of Concept Design Proposals

In Phase 2, the Jury will review the teams' proposals and select the winning proposal based on their submission and in-person presentation. The Organizing Authority will invite the shortlisted teams to submit their concept design proposals. After receiving the proposals, the Organizing Authority will ensure they meet the requirements outlined in the Call and STDs. The Competition Jury will evaluate the qualified proposals and announce the winning team. The winning team will be awarded the execution design contract following bi-party negotiations on fees, timeframe, and deliverables.

Concept Design Proposal Reward for Short-listed Teams

Each short-listed team will be awarded the amount of **Euro 40,000**, for the submission of the concept design proposal. The winning team that will be awarded the execution design contract (after bi-party negotiations), will have to discount the concept design proposal reward (40,000 Euros) from the execution design fee

1.7 Working Methodology Teams of Local and Foreign Professionals

We urge the collaboration of local and international professionals. We believe this collaboration will enhance the quality and relevance of projects. Moreover, it is crucial to view competitions as co-creative processes involving designers and members of the local community in an interactive development exercise. Every international team is encouraged by the organizers to partner with a local team, and each local team is encouraged to partner with an international counterpart. The organizing authority believes that such cooperation can increase the impact of the proposal and improve implementation feasibility.

While this is not a pre-selection criterion, having a partnership at this stage is highly beneficial and can help create a more coherent and contextualized vision, potentially boosting the teams' chances of being selected.

1.8 Eligibility

The competition is open to teams of experts with experience in architecture projects and urban development that meet the requirements outlined in this document and the STDs. The design team should consist of professionals with prior relevant experience.

Teams must meet the requirements according to Annex 9 of the STDs:

- Be registered or recognized by an official accreditation body in the country of practice of the applicant; or
- Where recognition or registration law does not apply, the applicant must be a member of a professional institution in the country of practice.

Each team participating in Phase 1 must include a lead architect, architectural designer, landscape

architect, urban designer, artist, structural engineer, and building estimator.

All applicants/bidders and team members must be identified and declare the validity of professional registration, recognition, or membership in the Team Composition Declaration

In this competition, each expert/economic operator is allowed to participate as a member of only one team (whether as a subcontractor, supporting entity, or member of a consortium of operators). Involvement in more than one team constitutes a conflict of interest and is grounds for the rejection of the application to participate in the Design Competition.

1.9 Expert Profiles

Lead Architect

- At least 10 years of professional experience
- Relevant required licenses: category 2.b-1 (local architects), **or** equivalent licenses from the country of practice (international)
- At least one relevant design/implementation experience in a project of similar scale **or** complexity (specified in the CV)

Architectural Designer

- At least 5 years of professional experience
- At least one relevant design experience in a project of similar scale **or** complexity (specified in the CV)

Landscape Architect

- At least 5 years of professional experience
- Relevant required licenses: category 2.d. (local landscape architects), **or** equivalent licenses from the country of practice (international)
- At least one relevant design experience in a project of similar scale **or** complexity (specified in the CV)

Urban Designer

- At least 5 years of professional experience
- Relevant required licenses: category 1. c. (local urban designer) **or** equivalent licenses from the country of practice (international)
- At least one relevant design experience in a project of similar scale **or** complexity (specified in the CV)

Artist

- Experience with art installations in public spaces (specified in the portfolio)
-

Structural Engineer

- At least 10 years of professional experience
- Relevant required licenses: category 3.b.2. or 3.c.1. (local structural engineer), or equivalent licenses from the country of practice (international)
- At least one relevant design experience in a project of similar scale or complexity (specified in the CV)

Building Estimator

- 5+ years of professional experience
- At least one relevant work experience in a project of similar scale or complexity (specified in the CV)

1.10 Competition Jury Composition

The Competition Jury will consist of seven experienced professionals from relevant fields. The Jury will include international and local design experts, and representatives from the Albanian Government.

The members of the Competition Jury will be announced on the competition website no later than one week before the evaluation date, as specified in the competition calendar. A short biography of each juror will also be provided on the competition website.

2 Overview of the Call

2.1 General Context - Tirana

Touted as one of Europe's final "hidden gems," Albania is a small country in the Western Balkans renowned for its beautiful and varied natural landscapes, vibrant cultural heritage, and complex history, which for a long time made it inaccessible to its neighbors. Since the fall of the socialist regime, the past 30 years have been defined by both challenges to its modernization and steady economic growth, making it increasingly attractive to tourists and investors.

Over the past decade, Albania has experienced continuous growth in its tourism sector. Tourists are drawn to its diverse attractions, pristine beaches, historical sites, and natural landscapes. The country has invested extensively in both its infrastructure and marketing to capitalize on this interest, resulting in 10.1 million tourists from all six continents visiting in 2023.

Tirana, the country's capital and largest city, with a population of approximately 925,000, has undergone a particularly remarkable transformation, becoming a vibrant metropolis that stands out as one of the most enticing destinations in the Balkans.

The Government of Albania has demonstrated a robust commitment to improving both the quality of life and the architectural landscape of Tirana, emphasizing urban renewal and modernization. Through numerous architecture and urban planning competitions, the government has sought to transform key areas of the city, focusing on landmark buildings and creating vibrant public spaces. Collaborative projects with distinguished international architects have introduced a range of architectural marvels to Tirana, significantly altering its skyline. This comprehensive approach not only enhances the city's aesthetic and functional aspects but also improves overall living conditions for its residents, fostering a dynamic urban environment.

Tirana has experienced strong economic growth in recent years, with GDP per capita increasing significantly. As the economic heart of Albania, Tirana boasts a variety of industries and economic activity, with a strong focus on services, including finance, education, healthcare, and tourism.

The city has made significant progress in improving its business climate, with the government introducing reforms and

measures to attract foreign investment and support entrepreneurship. Albania's relatively low corporate tax rate of 15%, which can be further reduced to 5% for certain sectors and regions, enhances its appeal. Tirana also benefits from a highly educated workforce, with many people speaking English and other European languages. The city is well-connected, with good transport links to other parts of Albania and the wider region.

A critical and highly visible sector in Tirana's economy is construction. Due to market demand, demographic pressure, and the city's continued growth, construction is a ubiquitous part of everyday life. New construction and development projects in Tirana attract many businesses, start-ups, and digital nomads, contributing to the diversification and growth of the local economy.

Within the construction sector, the real estate industry in Albania is becoming one of the most attractive forms of investment for both local and international investors. This is especially true in Tirana, which plays a key role in the country's economic growth. The city's expanding economy, increasing population, and rising demand for modern business and residential

infrastructure will continue to drive the industry's growth moving forward.

These industries are among the economic catalysts sustaining Tirana's increasing attractiveness for newcomers, both national and foreign. This growth can only be supported with the right economic and institutional frameworks. It is paramount that Tirana, and by extension Albania, maintains this positive momentum and ensures continued progress toward European integration. To facilitate this, the right frameworks must be created, both economic and institutional. The government, as the creator and enforcer of policies, must remain at the forefront of modernization, with the know-how and physical capacities to ensure the country's long-term positive trajectory.

2.2 Context of Administrative Buildings and Infrastructure in Tirana

The first investments in administrative clusters in Albania occurred during the Italian occupation, particularly with the architectural project of Skanderbeg Square. This project included the Municipality of Tirana, several ministries, the Central Bank of Albania, and other government buildings along "Dëshmorët e Kombit" Boulevard. This period marked the beginning of modern Tirana, laying the groundwork for the city's urban consolidation and expansion during the 20th century and beyond.

The original Skanderbeg Square project, envisioned by Italian architect Armando Brasini in 1927, proposed a fan-shaped square connected to a central boulevard. This boulevard would link two new monumental squares, larger than anything previously seen in the city. Monumental buildings on either side would accommodate key administrative institutions such as ministries and banks. However, Brasini's concept was later set aside for a new proposal by Italian architect Florestano De Fausto. De Fausto suggested an elliptical shape for the square and the construction of 11 government buildings

around it. Only seven of these buildings were realized, including six ministries and the Municipality of Tirana. The buildings that were not realized included those planned for the General Directorate of Posts and Telegraphs, the National Defense Command, and the Parliament. The ministry complex, the flower garden and the square circle were finished in the 30's. The completion of the project was interrupted when the communist regime came to power.

"Energizing Cities: Innovative Public Property Development" is a priority project focusing on government buildings that currently show signs of depreciation, degradation, and outdated infrastructure, indicating a need for modernization. This project, as conceived by AIC, is based on international practices from countries such as Italy, Greece, and Austria, which have developed similar projects by creating partnerships with institutions specialized in planning and developing government properties.



Fig. 1: The architectural complex in Skanderbeg Square and the government buildings



Fig. 2: Bank of Albania



Fig. 3 and 4: The architectural complex in Skanderbeg Square and the government buildings



Fig. 5: Bank of Albania

2.3 Competition Sites

CALL 1: GROUP 1 - Lot 1 + Lot 2

The development of these two sites is based on a business model envisioned by AIC, leveraging several properties owned by the Albanian Government.

Through this development, the private partner will finance the necessary office infrastructure for several public institutions under the Prime Minister's jurisdiction, including the Civil Aviation Agency, the Ministry of Infrastructure and Energy, and the Ministry of Tourism and Environment in the "Komuna e Parisit" area, at the actual State Services Directorate (DShQ). Additionally, the private partner and AIC will generate revenue through the commercial redevelopment of a property along Zhan D'Ark Boulevard, near the Center for Educational Services (QShA).

Group 1, Site 1 – Public Administration Cluster

(DShQ – State Services Directorate Property, located in the "Komuna e Parisit" area)

The proposed site for the construction of the government cluster is located in the "Komuna e Parisit" area, on a plot of land measuring 9,400 m². Previously used as a state vehicle parking facility, the site is situated within a rapidly growing central neighborhood in Tirana. This neighborhood features apartment blocks constructed from the 1950s to the present day, most of which lack underground parking, making vehicle presence highly visible in public spaces. In addition to residential buildings, the area also includes some service establishments. The site is 1.8 km from the center of Tirana and in close proximity to the main boulevard and Skanderbeg Square, where most administrative functions in Tirana are located.

Characteristics:

Coordinates: 41°19'04.5"N 19°48'30.6"E

Lot Area: 9400 m²

Access: directly from "Muhamet Gjolllesha" and "Komuna e Parisit" Road.

Distances:

- Tirana City Center 12 min (1.8 km)



Fig. 6: Land use map of the DSHQ Property



Fig. 7: Aerial map of the DSHQ Property (2023)

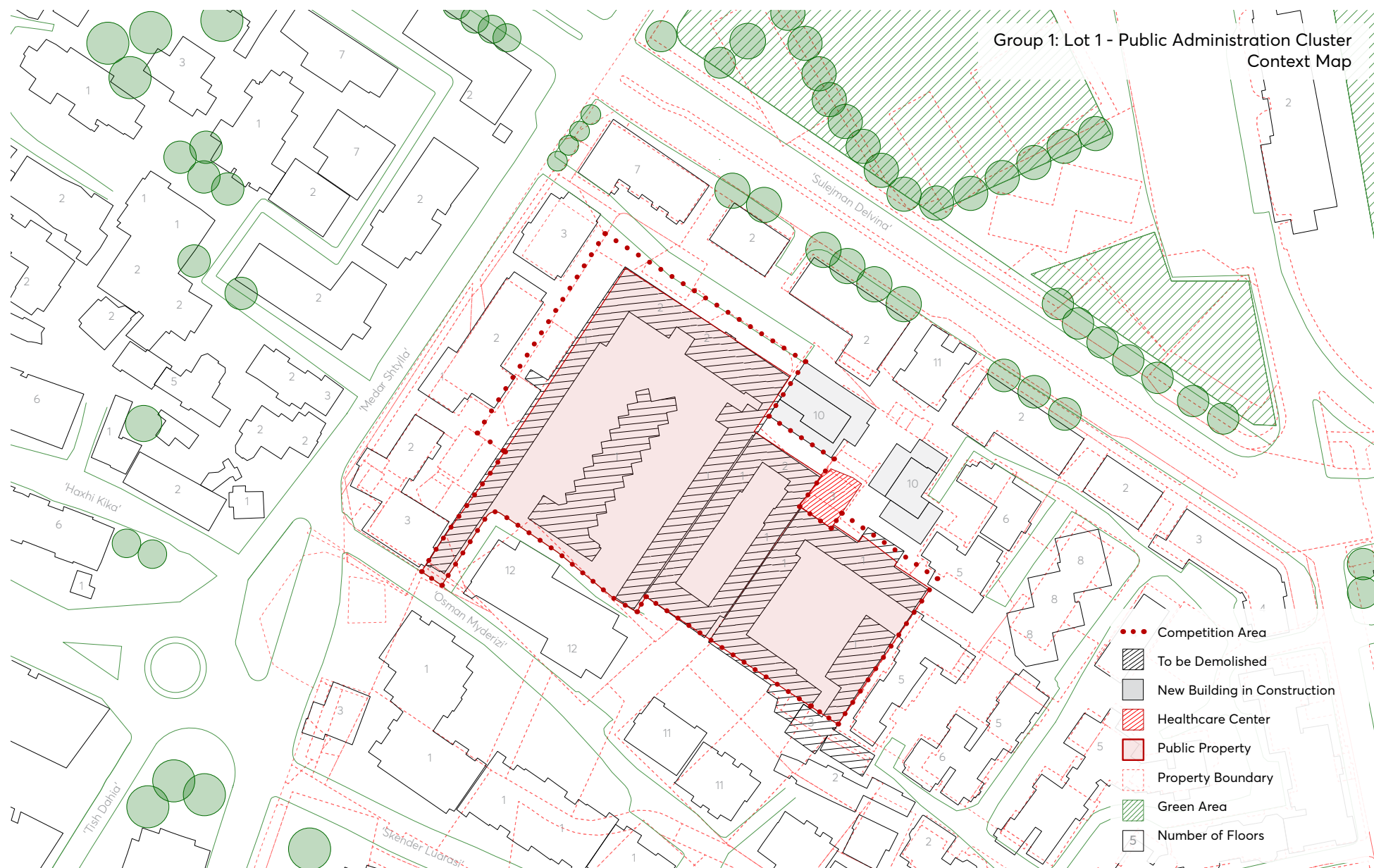


Fig. 8: Context map of the DSHQ Property

Lot 1 - Public Administration Cluster

The proposal should abide by the requirements set by the terms below and should follow the legislation in power about building standards and regulations. Successful proposals should meet the following minimum criteria, which are not exhaustive but serve as necessary constraints to an effective design.

Below are the **standard area measurements for typical spatial typologies** found throughout the cluster, which will be the same for every institution unless otherwise noted. The full list of **specific spaces** for each agency is then provided in the next section.

The overall program for this site, developed based on the specific requirements of each institution and refined through several workshops and consultations, totals approximately 25,000 sqm (the exact figure can be found in the table in the Annex section). This program will accommodate 22 institutions, each with dedicated and shared spaces. Some of these institutions work closely with others or are part of the same central ministry, while others have stringent security requirements and

operate more independently. Below, we present our approach to clustering these institutions, based on our understanding of their functions. In the subsequent section, we detail the individual requirements for each institution, outlining their specific needs.

In addition to the institutional program outlined in the Annex, which includes both dedicated and shared spaces, the AIC is requesting the design of an additional 5,000 sqm on this site. This extra space will be designated for functions such as banking areas, retail spaces, and offices intended for rental. These rental spaces will be managed by the AIC to offset the operational costs of the administrative cluster. Therefore, the total design program for Lot 1 amounts to approximately 30,000 sqm.

Standard space allocation by room/use type:

- **General Director's Office: 75 m²**
- **Typical Office Types**
 - Standard two-person office: 25 m² (for department directors)
 - Standard office for four people: 25 m² (for managers and specialists)
 - Standard office for six people: 35 m² (for managers and specialists)

- **Meeting rooms (four types)**
 - Capacity for 20 people: 50 m²
 - Capacity for 100 people: 200 m²
 - Capacity for 200 people: 300m²
 - Capacity for 300 people: 500 m²
- **Archive and Protocol space**
 - (Specific for each institution)
- **Storage space**
 - (Specified for each institution)
- **Toilets**
 - 4 m² per unit (80 Toilets in this cluster)
- **Eating space**
 - 100 m², 1 per floor
- **Prayer room**
 - 30m², 1 per cluster
- **Parking**
 - Reservations according to the number of official vehicles for each institution

Specific spaces:

Lot 1 - Institutional Requirements

Here are the public institutions (by acronyms) that will be sitting in the future cluster:

**MIA | DShQ | KPK | AAPAA | SASPAC
AZHT | AMBU | AKPT | AKUK | HSH | AKISA
AAC | AKM | ARM-Tir | AKZM | AdZM-Tir
AKB | AKP | AKT | DPAP | QShA | ZVAP**

The Public Administration Cluster will house the offices, workspaces, and auxiliary needs for various institutions and government agencies under the Prime Ministry, the Ministry of Tourism and Environment, the Ministry of Infrastructure and Energy, and the Ministry of Education and Sports.

The institutions within the Public Administration Cluster should be spatially grouped based on their sectoral relevance and responsibilities. Accordingly, the proposal should reflect the following groupings for optimal spatial configuration:

- **Government Services:** MIA, DSHQ, KPK
- **Aviation:** AKISA, AAC
- **EU Integration Institutions:** AAPAA, SASPAC
- **Education:** ZVAP, QSHA, DPAP
- **Planning and Development:** AZHT, AKPT, AMBU, AKUK, HSH (Albanian Railways)
- **Tourism and Environment:** AKP, AKM, ARM-Tirana, AKZM, AKZM-Tirana, AKB, AKT

Total shared/common needs of this cluster:

- 19 meeting rooms 50 m² (for 20 people each)
- 2 meeting rooms 200 m² (for 100 people each)

- 1 meeting room 500 m² (for 300 people);
- Exhibition space 300 m²
- Library 100 m²
- Server rooms (positioned preferably on one floor, totaling 220m²)
- 5 Cafeterias of 100m² each, 1 per floor
- Ground floor restaurant 200m² on the ground floor, open to the public
- Terrace Restaurant 200m² open to the public
- 80 toilets (4m² per toilet) totaling 320m²
- Kindergarten 600m²
- Gym 200m²

For a comprehensive breakdown of all spatial requirements, please refer to Annex 2

Specific Needs of each institution within this cluster

MIA

The mission of the Agency for Media and Information is to ensure transparency regarding all policies, projects, and activities of the Albanian Government, as well as public institutions under its jurisdiction. The Agency's goal is to serve the needs of the public, media, and government by timely responses to requests for information. For this purpose, the Agency ensures public

information about the government's work through all mass communication means, as well as the media through organizing informative activities, press conferences, and any public institution events. Additionally, the Agency informs the Council of Ministers about news, public debates, issues of public interest presented in local and foreign media, and organizes work to prepare government positions and surveys on public interest issues.

Overview of spatial requirements:

The Media and Information Agency (MIA), an institution with 55 employees, includes a GD office of 75 m², a vice-GD office of 25 m², three 2P offices of 25 m² each, five 6P offices of 35 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 30 m², a storage room of 40 m², and two video-post production rooms of 40 m² each. The total area is 616 m².

Unique Requirements:

- 20-30% of the total 55 employees have regular fieldwork
- Working close with DShQ and ATSH
- They need a recording room, and post-production space for videos and advertisement
- Separate kitchenette inside their agency

DShQ

The Public Administration Department aims to ensure a sustainable, professional, merit-based, morally integrous, and politically impartial civil service. The Public Administration Department is the public institution responsible for:

- Managing and implementing the civil service in all central administration institutions
- Drafting and implementing policies in the field of salaries and building public administration institutions
- drafting and implementing general
- Training policies and programs applicable to the entire public administration

Overview of spatial requirements:

The Directorate of Government Services (DSHQ) employs 69 people. Its space includes a GD office of 75 m², twenty 6P offices of 35 m² each, a shared meeting room for 20 people of 50 m², two archive-protocol rooms of 30 m² each, a storage room of 40 m², a space for drivers of 40 m², and a filming area of 40 m². The total area is 1126 m².

KPK

The Committee for National Minorities is a consultative body of the government regarding issues and problems related to the rights of national minorities in Albania. The Committee has the right to propose to state bodies matters of special importance for minorities, especially regarding the implementation of constitutional obligations and other special acts regulating the rights and freedoms of persons belonging to these minorities. It also has the right to propose to central and local government bodies possible and concrete measures to improve the level of national minority rights. "The mission of the Committee for National Minorities is to ensure the exercise of specific rights of persons belonging to a national minority, including cultural, ethnic, linguistic, religious, or traditional rights that are necessary for the protection of the distinctive identity of national minorities, as an essential component of an integrated society and guaranteeing non-discrimination and full equality before the law."

Overview of spatial requirements:

The Committee of National Minorities (KPK) with 26 employees includes a GD office of 75 m², six 2P offices of 25 m² each, six 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 25 m², and a storage room of 25 m². The total area is 532 m².

Unique Requirements:

- This institution has a lot of engagements, meetings with Associations and Embassies, consults with the Prime Minister, making reports, and taking people under protection
- The specific facility they need is an Exhibition Hall

AAPAA

AAPAA is a public legal entity, budgetary, organized in the form of an autonomous agency, under the supervision of the Prime Minister. The Agency's activities are carried out in accordance with the requirements of the IPA framework agreements and any other sectoral and/or financial agreement in the implementation of the framework agreements. The Agency's audits cover the areas of compliance, legality and regularity, financial management of EU

funds, as well as the economy, efficiency, and effectiveness of the use of these funds in accordance with the concepts of sound financial management. The subjects of the Agency's audits are all units of general governance, individuals and private legal entities that benefit from IPA funds and/or are required to carry out activities resulting from IPA financing. During various activities, AA provides opinions and recommendations for improving the functioning of the related bodies.

Overview of spatial requirements:

AAPAA employs 23 people. The space includes a GD office of 75 m², two 2P offices of 25 m², seven 4P offices of 25 m², a shared meeting room for 20 people of 50 m², an archive-protocol room of 10 m², and a storage room of 30 m². The total area is 437 m².

SASPAC

The State Agency for Strategic Programming and Aid Coordination, also known as SASPAC, under the Prime Minister, is the institution that deals with strategic programming and coordination of foreign aid for Albania.

Overview of spatial requirements:

SASPAC employs 69 people. The institution's space includes a GD office of 75 m², three 2P offices of 25 m² each, thirty staff offices of 18 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 18 m², and a storage room of 27 m². The total area amounts to 879 m².

Unique Requirements:

- The main competence of the institution is coordination between different institutions, on a strategic level
- There is a total of 69 employees within the organizational chart and 18 external experts engaged in cooperation projects, who must be provided with a dedicated work environment

AZhT

The Territorial Development Agency (AZHT) as the Secretariat of the National Territory Council (KKT), carries out the control of development in the territory if the requests for new developments do not interfere with or damage areas of national importance such as protected areas, cultural monuments, cultural heritage, or infrastructure networks defined as such in Law No. 107/2014 "On planning and

development of the territory," as amended, and the implementation of development criteria in these areas according to the Council of Ministers Decision No. 408 dated 13.5.2015 "On The Approval Of The Regulation Of Territorial Development," and the decisions of the KKT. The Agency also ensures that development control documents, at the central and local level, are compliant with the provisions of this law and the approved planning documents at all levels

Overview of spatial requirements:

The Territorial Development Agency (AZHT) employing 90 people includes a GD office of 75 m², three 2P offices of 25 m² each, seven staff offices (open space) of 150 m² each, a shared meeting room for 20 people of 50 m², two archive-protocol rooms of 80 m² each, and a storage room of 200 m². The total area is 1803 m².

Unique Requirements:

- works with the Prime Ministry and other development and planning agencies such as NTPA
- need for a reception area for public

AMBU

The mission of the Agency is the good governance of water resources to fulfill all vital needs, while keeping in mind the sustainability of ecosystems, promoting the competitiveness of uses, and prioritizing economic profitability.

Overview of spatial requirements:

The Water Protection Agency (AMBU) with 42 employees includes a GD office of 75 m², two 2P offices of 25 m² each, thirteen 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 30 m², and a storage room of 25 m². The total area is 622 m².

Unique Requirements:

- The institution is in continuous cooperation with Projects, which engage external experts. Therefore, it will be necessary to provide additional offices, in addition to the permanent staff
- A special sector needs engagement in the field
- The institution also needs a Space for Public Interaction

AKPT

The National Territorial Planning Agency (AKPT) is an authority with planning responsibilities, under the ministry responsible for territorial planning and development issues. The mission is to contribute to the sustainable development of the territory guided by well-planned strategies and medium and long-term development programs; to ensure the implementation of the law and sub-legal acts in force that guarantee the proper planning of the territory; as well as to support professional dialogue in the field of territorial planning, by spreading the knowledge gained during our experience in this field. In this context, AKPT drafts, collaborates in drafting, and coordinates the processes of drafting territorial planning documents, as well as ensures coordination between territorial planning authorities, both horizontally (among central government institutions) and vertically (between local and central institutions). Additionally, AKPT leads, coordinates, and links activities for the modernization of the planning model and the promotion of innovative practices in urban design and planning.

Overview of spatial requirements:

National Territorial Planning Agency (NTPA) with 44 employees includes a GD office of 75 m², three 2P offices of 25 m² each, twelve 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 75 m², and a storage room of 100 m². The total area is 756 m².

Unique Requirements:

- Works with the Territorial Development Agency
- Requires a dedicated space for the NTPA Library
- Requires a space for public activities and exhibitions

AKUK

AKUK is a state agency specialized in the field of water supply-sewerage, treatment of polluted waters, and waste, in accordance with the competencies defined in this decision. AKUK technically supports the policies of the ministry responsible for infrastructure, in accordance with the legislation and policies defined in the sectoral strategy.

Overview of spatial requirements:

AKUK, an institution with 100 employees includes a GD office of 75 m², three 2P offices of 25 m² each, twenty 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 40 m², and a storage room of 40 m². The total area is 874 m².

Unique Requirements:

- 49 people in org chart + 2 contracts + 48 people on Task Force + 20 people working on projects, organizational chart may go up to 100 people
- a room for vice-GD required
- 3 separate archival spaces (1 institutional, 1 for task force, 1 for WB project)
- 2 protocols
- important: lab for analysis and monitoring of water samples with all relevant technical specifications and required auxiliary spaces
- public reception area

HSH

Albanian Railways (HSH) is the state-owned operator of the Albanian railway system. The subject of the company's activity is the transportation of passengers and goods, freight and other railway services in the

territory of the Republic of Albania and through border stations to other countries.

The company, within the limits provided by the legislation in force, carries out any commercial and financial operation that is directly or indirectly related to its subject. This also includes the opening of activities and the creation of new companies as well as participation in the capital of other companies abroad.

Overview of spatial requirements:

The Albanian Railway an institution with 59 employees includes a GD office of 75 m², three 2P offices of 25 m² each, thirteen 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 60 m², and a storage room of 20 m². The total area is 678 m².

AKISA

The National Authority for Civil Aviation Safety Investigation is an independent organization dedicated to aviation safety and the prevention of accidents and incidents in accordance with the applicable legislation of the Republic of Albania. This objective aims to improve Civil Aviation Safety by ensuring a high level of efficiency,

adaptability, and quality of Civil Aviation Safety investigations. The sole objective is the prevention of future accidents and incidents without determining blame or liability, including the creation of a European Network of Civil Aviation Safety Investigation Authorities. This regulation also provides rules regarding the timely availability of information about all persons and hazardous goods on board an aircraft involved in an accident, as well as aims to improve assistance for victims of air accidents and their relatives.

Overview of spatial requirements:

AKISA, a high-security institution employs 19 people. The space includes a GD office of 75 m², two 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 40 m², and a storage room of 40 m². The total area is 286 m².

AAC

The Authority, as the National Supervisory Authority, has within its scope of activity the regulation and supervision of all activities in the field of civil air transport, in accordance with the Air Code of the Republic of Albania.

Overview of spatial requirements:

The Civil Aviation Authority (AAC), an institution employing 96 people includes a GD office of 75 m², four 2P offices of 25 m² each, twenty-five 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 60 m², and a storage room of 50 m². The total area is 1075 m².

AKM

AKM's mission is to protect, preserve, and improve the environment as a vital asset for current and future generations, prevent and mitigate risks to human life and health, ensure and improve the quality of life, and use nature and its resources rationally and moderately within the framework of the country's sustainable development.

The functions of the National Environmental Agency are: a) Ensuring environmental performance; b) Environmental research and knowledge; c) Environmental impact assessment and licensing; and d) Thematic inspection and control for compliance with legal requirements and environmental conditions.

Overview of spatial requirements:

The National Environmental Agency (AKM), an institution employing 116 people includes a GD office of 75 m², three 2P offices of 25 m² each, twenty-five 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², four laboratories of 80² each, two archive-protocol rooms of 50 m², and four storage room of 250 m². The total area is 2514 m².

ARM-Tirana

Regional environmental agencies, operate on behalf of the National Environmental Agency (AKM) in order to perform the following tasks within the designated region, in this case Tirana:

- Grant "C" type environmental permits, according to the provisions in the legislation in force for environmental permits
- Provide information by maintaining and updating the register with data on category "C" installations within their assigned territory, perform processing and analysis at the regional level, as well as report information to the General Directorate, in order to create an integrated system of environmental information at the national level

- Inspect environmental aspects including activities such as monitoring, controls, and audits to ensure legality in environmental issues according to the risk-based system and the compliance of operators' activities with the conditions/criteria set in environmental permits
- Perform measurements and laboratory analysis on environmental indicators in functional laboratories for this purpose
- Coordinate activities and cooperate with structures responsible for the environment in local government units

Overview of spatial requirements:

The Regional Environmental Agency of Tirana (ARM-Tirana), with 49 employees includes a GD office of 75 m², eleven 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 50 m², and two storage rooms of 30 m² each. The total area is 571 m².

AKZM

The National Agency for Protected Areas (AKZM), established by the Decision of the Council of Ministers No. 102, dated February 4, 2015, is the central state authority responsible for protected areas,

under the ministry, and is tasked with the administration and control of these areas throughout the territory of the Republic of Albania. AKZM has the status of a General Directorate at the central level, while at the local level, it is organized based on the region, according to the regional administrations of protected areas. The functions, composition, responsibilities, rights, and duties of the Agency, as a central specialized authority for protected areas and its dependent institutions, are explicitly provided in this law and are approved by the relevant decision of the Council of Ministers, upon the proposal of the minister. The structure and organization of AKZM and its dependent institutions are approved by the order of the Prime Minister.

Overview of spatial requirements:

The National Agency for Protected Areas (AKZM), an institution with 49 employees includes a GD office of 75 m², two 2P offices of 25 m² each, twelve 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 70 m², and two storage rooms of 25 m² each. The total area is 666 m².

Unique Requirements:

- Works with Environmental Administration of Tirana, National Forestry Agency, National Environmental Agency
- Request for a library

AdZM-Tir

Regional Protected Areas Administrations (AdZM) are the local institutions under the AKZM, headquartered in each district, and constitute the specialized local institutional network that implements tasks for the protection and development of environmentally protected areas located in the district. Additionally, the AdZMs, in collaboration with civil society, schools near the protected area, and municipalities, organize training and awareness campaigns with local communities, students, and entities operating in environmentally protected areas.

Overview of spatial requirements:

The Protected Areas Administration of Tirana (ADZM-Tirana), with 21 employees, includes a GD office of 75 m², six 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 70 m², and a storage room of 60 m². The total area is 454 m².

Unique Requirements:

- It collaborates with and is under the jurisdiction of AKZM, therefore the offices need to be situated near the offices of AKZM

AKB

AKB's mission is to protect and develop a sustainable environment in the coastal area, through monitoring and control of all existing potential in the coastal and marine area and environmental assets included within it, as well as control of tourist activities throughout the territory of the Republic of Albania for the sustainable development of tourism

Overview of spatial requirements:

The National Coastal Agency (AKB) employs 21 people and engages in seasonal work. The institution's space includes a GD office of 75 m², two 2P offices of 25 m² each, twenty-two 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², two archive-protocol rooms of 50 m² each, and two storage rooms of 75 m² each. The total area amounts to 1092 m².

AKP

The National Forestry Agency has the mission of "Good governance of forests at the national level, their preservation and development, sustainable and multifunctional use of resources in the national forest fund, as a natural asset of national importance." In its leading role, the National Forestry Agency acts as an authority that guarantees the performance and efficiency of the sector, ensures standards and methodologies for sector activities and operations, engages stakeholders, and strengthens coordination/collaboration among them. It creates a suitable system for information collection and knowledge transfer. It is responsible for ensuring performance and standards concerning the national forest fund.

Overview of spatial requirements:

The National Forestry Agency (AKP) with 38 employees includes a GD office of 75 m², two 2P offices of 25 m² each, fourteen 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², two archive-protocol rooms of 25 m² each, and two storage rooms of 40 m² each. The total area is 734 m².

Unique Requirements:

- An important space for this institution is the Archive, where the Cadastral Register of Forests (Rregjistri Kadastral i Pyjeve) is kept. This environment must be special and have large desks, above normal standards, due to the high capacity of the files that are received in connection
- Archives must have special security standards
- Another specific facility for this institution is the Server Room, where the monitoring system of the cameras installed in the field is located
- The Storage Space should be divided into 2 parts:
 - o Part 01: tools/materials of daily consumption
 - o part 02: furniture/large appliances, of special consumption

AKT

The primary function of the National Tourism Agency is to promote Albania as a tourist destination within the country and in the international tourism market. To cultivate Albania's image worldwide, AKT implements contemporary digital marketing policies in the field of tourism.

In this context, the National Tourism Agency

deals with organizing and managing Albania's participation in international tourism fairs, digital promotion, publishing promotional materials, organizing familiarization trips with international tour operators and media groups, and other promotional activities.

Overview of spatial requirements:

The National Tourism Agency (AKT), an institution with 24 employees, includes a GD office of 75 m², two 2P offices of 25 m² each, thirteen 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², two archive-protocol rooms of 50 m² each, and a storage room of 60 m². The total area is 739 m².

Unique Requirements:

- Event/Expo/Promo space and teleconference rooms are needed

DPAP

The General Directorate of Pre-University Education (DPAP) has the mission of providing and ensuring quality educational services in all pre-university educational institutions in the Republic of Albania, in accordance with national policies, strategies, and pre-university education curriculum,

aiming at the comprehensive development and education of students, in order to meet the challenges of the future.

Overview of spatial requirements:

DPAP, an institution with 40 employees, includes a GD office of 75 m², twenty 4P offices of 25 m² each, a shared meeting room for 20 people of 50 m², an archive-protocol room of 100 m², and a storage room of 70 m². The total area is 890 m².

Unique Requirements:

- Reception space for public appeals

QShA

The Education Services Center is a special institution for organizing, monitoring, overseeing issues of education reform to ensure quality in the field of assessment of achievements and exams. It exercises technical, professional, supportive, and policy-recommending functions for assessment and organization of state maturity and exams. The Education Services Center (ESC) was established by the decision of the Council of Ministers No.371, dated 26.04.2017.

Overview of spatial requirements:

The Educational Services Center (QSHA), a high-security institution with 44 employees, includes a GD office of 75 m², nineteen 4P offices of 25 m² each, four exam rooms of 28 m² each, two exam printing rooms of 24 m² each, two archive-protocol rooms of 12 m² each, four storage rooms of 16 m² each, and five toilets of 4 m² each. The total area is 916 m².

Unique Requirements:

- Regular working hours other than months of May and September during which part of the institution occupies the space 24/7 as they prepare the national standardized exams (Matura Shtetërore etc.) and are not allowed to leave the institution during this time
- One of the halls of the organization needs to have capacity for full 24-hour accommodation
 - o It should have a separate entry that is inaccessible by the rest of the institution/other institutions
 - o Entire area should be on a single floor
 - o Should be able to accommodate 22 people
 - o Should have a balcony or open-air space that is otherwise locked
- o Windows should be barred; eating and sleeping spaces need to be located within the confines of this space
- o GD Office should also be located within this locked space/hall
- o 3 specialized printing rooms here (2 industrial printers and a room for the cutter)
- o Printing rooms should have especially good ventilation and maintain a temperature of 17C
- o Storage spaces for printed exams, archived exams and packaging
- o Server should be outside of this locked off area
- o 2 specialized printing rooms required (for the mass printing of standardized exams for every student in the country). These should be located within the locked-off space and have secure access. The server is also located in one of these specialized rooms
- Separate entrance required for testing rooms of the State Licensing Exams
- Offices here have a 1+2 format
- Separate entrances so that test-takers are not disturbing the rest of the staff
- This hall is separate from the Printing spaces

- Admits up to 400 people a day
- Requires 122 computer posts spread across 5 rooms. Configuration should allow easy monitoring by an invigilator, also cameras are to be placed within these rooms)
- Need an office for monitoring and evaluation (with access to the camera system to better supervise exams)

ZVAP

The Local Office of Pre-University Education (ZVAP) is responsible for the functioning and smooth operation of central and dependent schools within its jurisdiction, ensuring the quality of pre-university educational services at the municipal level. The office manages, supervises, evaluates, and monitors pre-university educational institutions for compliance with the legal and sub-legal acts in force.

Overview of spatial requirements:

ZVAP has 35 employees in its structure. It includes a GD office with 75 m², ten offices for 4P with a surface of 25 m² each, a separate meeting room for 20 with a surface of 50 m², an archive-protocol room with an area of 100 m² and a warehouse with surface area 40 m². The total area is 577 m².

Group 1, Lot 2 - Mixed-Use Development Site

The proposed development site is situated along Zhan D'Ark Boulevard, covering an area of 2,840 m². It is located 2 km from Tirana's center and 20 km from Tirana International Airport, providing easy access to major transportation routes like the Blue Corridor (linking Montenegro, Albania, and Greece), Corridor VIII (the Egnatia Road), and the Port of Durrës. The site is surrounded on three sides by a bustling and expanding neighborhood, situated very close to the historical and touristic area of New Bazaar. It is bordered by the Lana River and is in close proximity to the historic Tabakëve Bridge ("Ura e Tabakëve"). Nearby, there are several recent high-rise buildings with mixed-use programs that have significantly altered Tirana's skyline. These structures have not only changed the city's physical appearance but also transformed its perception, lifestyle, and functionality. They have contributed to energizing the economic, social, and cultural aspects of city life.

Characteristics:

Coordinates: 41°19'40.4"N 19°49'37.5"E

Lot Area: 2840 m²

Access: directly by 2nd ring road (Blv. "Zhan d'Ark")

Distances:

- Tirana City Center 10 min (2 km)
- Tirana International Airport (TIA): 20 km



Fig. 9: Land use map of the QSHA Property



Fig. 10: Aerial map of the QSHA Property (2023)

Group 1: Lot 2 - Mixed-Use Redevelopment Site Context Map



Fig. 11: Context map of the QSHA Property

Lot 2 – Mixed-Use Development Program

The area designated for redevelopment will be utilized for the construction of the Mixed-Use Development.

The spatial, functional, and typological specifications of this development will be further defined and agreed upon through a negotiation process between AIC and the selected private partner. The partner will finance the cluster of government institutions and serve as the primary beneficiary of the mixed-use development. For this call, the preliminary program of the mixed-use development (used as the basis for the visual proposal) must include the following characteristics:

Preliminary Program

- Parking (underground)
- Housing
- Offices
- Services
- Commerce

Design Requirements

- Design of the façade and volume of a multi-story mixed use development from 35 to 41 floors (up to the designer's evaluation), with a footprint of 1,200 to 1,500 sqm and with a total built up area of 48,000 to 52,500 sqm
- Sufficient parking
- Site considerations
- Super considerate about daylight, minimizing the impact of the shadow

2.4 Scope of the Competition and Competition Questions

This competition aims to generate new ideas and proposals for the overall development of the selected site, with a focus on transforming and developing areas, improving public property quality, and enhancing the work environment for civil servants. It also seeks to capture unrealized land value, increase property values, generate revenue, and promote local business growth, entrepreneurship, and new economic concepts.

Project Scope

The competition requires concepts for two project sites:

Site 1: Develop a new administrative cluster for multiple government institutions, meeting high workplace environment standards.

Site 2: Transform some of the existing government facilities sites into new development sites in collaboration with a private partner. This development will serve as a versatile hub blending upscale residential and commercial spaces, creating a notable landmark that revitalizes the local community and its surroundings

Design Proposal Guidelines:

The design proposals must adhere to the requirements outlined in the Call and accompanying documentation, with the following aspirations:

- Promote the designated sites as centers of democratic and efficient governance for a future European capital and key regional partner
- Provide functional programming and design that reflect and promote the project's characteristics and ambitions
- Establish necessary capacities for efficient collaboration and work models within client government institutions, addressing current needs, future expansion, and a transformative approach to ensure a responsive, modern administration fulfilling its roles and responsibilities effectively

A successful proposal should address the following key questions:

- How can we plan an administrative cluster that embodies good governance, efficiency, modern work practices, and collaboration, while delivering top-notch government services?

- How can we design spaces that facilitate work according to required protocols yet remain flexible to adapt to evolving work styles?
- How can we ensure effective connectivity between diverse functions and create seamless flows across programmatic spaces?
- How can we implement security measures that meet institutional needs without hindering seamless operations?
- How can we enhance mobility and ensure safe, efficient access for users and the local community?
- How can we improve the quality and aesthetics of the surrounding environment through design?
- How can we integrate technology to future-proof spaces, enabling expansion, growth, and consolidation of government roles?
- How can we incorporate modern workplace amenities such as child-care, shared workspaces, and open-air facilities?

2.5 Competition Objectives

The outcome of this competition will be the design solutions for the new public administration clusters in Tirana, along with their twinned development projects, which will be constructed as part of the contract with the winning partner.

Each competitor is required to address and integrate the following considerations through the design process:

- Conduct a comprehensive analysis of the competition area and its surroundings, based on desk research, meetings with experts, and site visits, to reflect current conditions and justify the proposal
- Provide architectural design proposals that create distinctive exteriors while ensuring the flexibility of the interior space to accommodate the entire program and required functionalities
- Explore functional synergies in the design of the building program and layout. Anticipate both primary and secondary uses of the space, allowing for flexibility while providing adequate infrastructural support for various spatial configurations and institutional arrangements
- Incorporate modularity into the design to improve the ease and flexibility of modifying working arrangements according to needs
- Create opportunities for revenue-generating activities to offset potential costs through public amenities within the clusters
- Maximize the production of renewable and green energy, aiming for a carbon-zero or carbon-negative building by utilizing the large plot
- Ensure accessibility for all, with ramps, elevators, and other facilities that guarantee the comfort and safety of users
- Any solution should incorporate creativity, use of the latest technology, cost-effectiveness, compliance with Albanian legislation, and the implementation of best available practices for designing such typologies
- Prepare and submit the required documentation as specified in this Call and the Standard Tender Documents (STDs). In case of any conflict or inconsistency among the requests, the order of precedence will be: (1) STD, (2) Terms of Reference (Call)
- Present the proposal to the Jury (short-listed teams only) on the date announced by the organizers
- If selected as the winner (short-listed team only), be willing and have the capacity to comply with the other stages of development

3 Required Services

3.1 Required Services

Phase 1: Expression of Interest and Eligibility (Shortlist)

1. Submit the preliminary concept idea;
2. Submit the supporting application documents;
3. Submit the documents to the Competition Organizers' address (soft copy and hard copy) within the given deadline

Phase 2: Submission of Concept Design Proposals

- Draft the concept design proposal;
- Prepare the accompanying materials including:
 - The scale model
 - The project report
 - The preliminary estimate for the proposal (implementation costs)
 - The estimated execution design project fee
- Submit the documents to the Competition Organizer address (soft copy and hard copy) within the given deadline
- Present the concept design proposal in front of the Jury, on-site (on a date to be announced)

3.2 Application Documents

Competition applicants must submit several documents, to comply with the requirements of the competition for Phase 1 and Phase 2 of the contest. These documents are of legal, informative, and design character. Any details regarding the documentation that needs to be submitted to be eligible for the competition will be given in Annex 9 of the STDs. The list below is for informational purposes only; please refer to the above-mentioned document for the full formal requirements and forms that need to be submitted.

Phase 1 Documents/ Deliverables

The Deliverables should be bound as two PDF Documents, organized in Chapters arranged and titled following the same structure as listed below, where the Drawing and Illustrations of the (Preliminary) Concept Design will constitute one of the Binders and the rest of the Documents will comprise the other Binder.

Well-organized Binders will help the Organizing Authority and the Jurors evaluate the compliance of each

submission with the STDs requirements.

Please, follow these instructions!

I. General Eligibility/ Qualification Criteria

These criteria are fulfilled through the submission of the Self-Declaration Form of the Applicant/Bidder, on the submission day according to Annex 10 of the STD's.

- In the event of a Joint Venture of Bidders, each Biddermember of the group must submit the aforementioned Self-Declaration
- If the Applicant/ Bidder will rely on the capacities of other entities, the aforementioned Self-Declaration must also be submitted by the supporting entity
- The General Qualification Criteria must not be changed by the Organizing Authority
- In any case, the Organizing Authority has the right to carry out the necessary verifications for the authenticity of the above information declared by the Applicant/ Bidder
- If the application is presented by a Joint Venture of Applicants/ Bidders, the Applicants/ Bidders should provide:
 - o A cooperation agreement between them, defines the representative, the percentage of

- participation in the joint venture, and the tasks/ responsibilities that each of the members of the joint venture will carry
- o If an Applicant/ Bidder wants to rely on the capacities of other entities, he/she proves to the contracting authority or entity that he/she will have the necessary resources available, submitting a written commitment to these entities for this purpose

Each expert/economic operator is allowed to participate as a sole member of only 1 (one) team (whether as a subcontractor, supporting entity, or member of a consortium of operators). Involvement in more than one team constitutes a conflict of interest and is grounds for the rejection of the application to participate in the Design Competition.

II. Specific Qualification Criteria

The Applicant/ Bidder must submit:

1. Expression of Interest
2. Team Composition Declaration
3. Primary Staff CV (showcasing relevant

- previous experience), portfolio (lead architect/ studio and designers) and copies of relevant licenses
4. Methodology, Vision statement and Preliminary concept drawings + illustrations
 - a. Each Applicant/Bidder must submit a written vision statement for their proposed concept/ design, accompanied by sufficient graphic material to enable jurors to understand and impartially evaluate the concept. Clarity in presentation will facilitate and support the communication of the idea to the Working Group/Jury.
 5. Economic and financial capacity
 - a. To prove their financial and economic capacities, the economic operators must present a certificate for the annual turnover for the last financial years 2021, 2022, 2023 , where the turnover value for at least one of the years of the requested period must be no less than 1,000,000 Lek. For foreign operators, in cases where the required documents are not issued in the country of origin to certify the balance sheets/ financial statements or the annual

turnover, they can submit a statement for their confirmation.

Phase 2 Documents/ Deliverables

1. Detailed Concept Design Proposal;
2. Detailed Preliminary Estimate Proposal for the Project Execution (Execution costs)
3. Justified Execution; Design Fee Proposal.

The required proposal for Phase 2 submission should include, but are not limited to the following list of documents:

1. Materials visualizing the proposal (A0, foam-board panels - maximum 8 panels)
 - a. Plans, sections, and elevations of the proposal;
 - b. Functional diagrams
 - c. Concept diagrams and drawings (mobility/circulation, parking, structural)
 - d. Urban design concepts and plans
 - e. Landscape design concepts and specifications
 - f. Diagrams of key technical specifications
 - g. Renders and visualizations.

2. The proposal's report (A4 or A3 format), including
 - a. Design approach and methodology
 - b. Inspirations, precedents, references
 - c. Context analysis
 - d. Stakeholder needs identification
 - e. Description and presentation of the proposal
 - f. Work plan
 - g. Spaces and capacity specifications (diagrams, text descriptions)
 - h. Elements and functional specifications (diagrams, text descriptions)
 - i. The preliminary estimate of the proposal (implementation costs)
3. Scale site model (scale to be defined by the team)
4. PowerPoint/ Keynote Presentations of the Proposals (including animations - optional)

3.3 Copyright

All competitors' drawings and submissions become the common property of the Organizing Authority, which gains the right to publish, reproduce, and use them for different institutional purposes. The copyright of each design submission remains with the author.

4.1 Timeline and Submissions

The applicants and their respective teams shall submit the required documentation in fulfillment of the deadlines, as outlined in this document and the STDs. In case of a change in the scheduling of the work, the organizing authority is obligated to bring this to the attention of other parties within a reasonable time.

The phases for the competition and subsequent contract are as follows:

Phase 1: Pre-qualification and short-listing

Phase 2: Concept Design phase – the contest of short-listed candidates

Phase 3: Contracting of the winning candidate for the detailed design work (following the selection of business partners by AIC)

4.2 Submission Guidelines

The team will prepare and submit officially the required documents to the offices of the Organizing Authority – The National Territorial Planning Agency (NTPA) – and also via the competition e-mail.

Phase 1

The documents should be submitted in 1 (one) printed and signed copy at the postal address of the Organizing Authority, together with a CD of the digital material. 1 (one) electronic copy of the material should be sent to the competition email address.

Competition Email Address:

DualPublicPropertyCompetitions@gmail.com

Phase 2

The panels should be submitted in A0 format, foam-boarded, in 1 (one) printed copy while the report should be submitted in an A4 or A3 paper format, in 10 (ten) printed copies. Some copies of the reports will be distributed to the Jurors and the rest will remain with the Organizing Authority. The printed copies together with 1 (one) CD of the digital material and the scale model should be submitted to the postal address of the National Territorial Planning Agency.

1 (one) electronic copy of the panels (original/ editable format and PDF), the report (editable format and PDF), and the presentation (editable format and PDF) should be sent to the competition email address.

Postal address:

AGJENCIA KOMBËTARE E PLANIFIKIMIT
TË TERRITORIT - AKPT (National
Territorial Planning Agency - NTPA)
Street "Muhamet Gjollështa" no. 57,
Kutia Postare (P.O. Box) 1023, Tirana,
Albania Tel: +355 42 272 556

4.3 Language

All required documents should be fully submitted entirely in English or Albanian.

4.4 Competition Calendar

Open call for expression of interest	4 June
First question period	27 June
Deadline Phase 1 (15:00 CET)	5 July
Shortlist	9 July
Invitation: Concept-Design	16 July
Deadline Phase 2 (15:00 CET)	26 August
Presentations + Jury Evaluation	3 September
Exhibition/ publication	3 September

4.5 Competition Base Material

Figures and Drawings

All the necessary graphic documentation needed by the Applicants to work on the project will be available for download at the competition's site and also on a shared Google Drive folder.

List of Documents uploaded in GDrive Folder:

- A copy of the Terms of Reference
- Documents for the Competition Site:
 - Site plan (as Autocad editable file format dwg); satellite images; orthophoto; photos (site and specific object photos); GIS information; general local plan specifications; tables of spatial requirements

Competition website:

Albanian

[LINK](#)

English

[LINK](#)

Link to the Google Drive folder

[LINK](#)

5. List of Annexes

ANNEX 1: List of accompanying materials (GDrive)

- Site Plans
- Site Photography
- Orthophotography
- Satellite Images
- GIS and Land Use Specifications (as outlined within the General Local Plan)

ANNEX 2: Overview of the Spatial Program

The tables below outline the required spaces for the cluster, which should be seamlessly integrated into the proposal. Initially, an overview table presents the needs of the entire cluster, including shared spaces. Subsequently, detailed tables specify the spaces required for each institution within the cluster.

Institution	Common Areas	MIA	DSHQ	KPK	AAPAA	SASPAC	AZHT	AMBU	AKPT	AKUK	HSH	AKISA	AAC	AKM	ARM-Tir	AKZM	ADZM-Tir	AKB	AKP	AKT	DPAP	QSHA	ZVAP	Total	Total Area	
PUBLIC ADMINISTRATION CLUSTER																										
	Amount of Spaces																									
	Area																									
GD Office	75 m ²	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	22	1650 m ²
Vice Director Office (MIA)	25 m ²	1																							1	25 m ²
2P Office	25 m ²	3		6	2	3	3	2	3	3	3		4	3		2		2	2	2					43	1075 m ²
4P Office	25 m ²			6	7			13	12	20	13	2	25	25	11	12	6	22	14	13	20	19	10		250	6250 m ²
6P Office	35 m ²	5	20																						25	875 m ²
Staff Office 2/3P (SASPAC)	18 m ²					30																			30	540 m ²
Staff Office (open space) (AZHT)	150 m ²						7																		7	1050 m ²
Meeting Room for 20P (shared)	50 m ²	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	21	1050 m ²
Meeting Hall for 100P (shared)	200 m ²	2																							2	400 m ²
Meeting Hall for 300 P	500 m ²	1																							1	500 m ²
Exam room (QSHA)	28 m ²																					4			4	112 m ²
Exam printing rooms (QSHA)	24 m ²																					2			2	48 m ²
Filming Area (DSHQ)	40 m ²		1																						1	40 m ²
Space for Drivers (DSHQ)	40 m ²		1																						1	40 m ²
Video + Post-production (MIA)	40 m ²	2																							2	80 m ²
Exhibition	300 m ²	1																							1	300 m ²
Library	100 m ²	1																							1	100 m ²
Laboratory (AKM)	80 m ²													4											4	320 m ²
Server	10 m ²	22																							22	220 m ²
Toilets	4 m ²	80																				5			85	340 m ²
Kindergarten	600 m ²	1																							1	600 m ²
Prayer Room	30 m ²	1																							1	30 m ²
Eating Space	100 m ²	6																							6	600 m ²
Ground Floor Restaurant	200 m ²	1																							1	200 m ²
Rooftop Restaurant	200 m ²	1																							1	200 m ²
Gym	200 m ²	1																							1	200 m ²
Parking	12.5 m ²	138																							138	1725 m ²
Archive-Protocol	varies	30 m ²	60 m ²	25 m ²	10 m ²	18 m ²	160 m ²	30 m ²	75 m ²	40 m ²	60 m ²	40 m ²	60 m ²	100 m ²	50 m ²	70 m ²	70 m ²	100 m ²	50 m ²	100 m ²	100 m ²	24 m ²	100 m ²		1372 m ²	
			2*30m2			2*80								2*50				2*50	2*25	2*50		2*12				
Storage	varies	40 m ²	40 m ²	25 m ²	30 m ²	27 m ²	200 m ²	25 m ²	100 m ²	40 m ²	20 m ²	40 m ²	50 m ²	1000 m ²	60 m ²	50 m ²	60 m ²	150 m ²	80 m ²	60 m ²	70 m ²	64 m ²	40 m ²		2271 m ²	
														4*250	2*30	2*25 m ²		2*75 m ²	2*40 m ²			4*16 m ²				
																								TOTAL	22213 m ²	
																								Common Areas	2666 m ²	
																								TOTAL (with Common Areas)	24879 m ²	

Institution		MIA		
Nr. Employees		55		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
Vice-GD Office*	1	25 m ²	25 m ²	
2P Office	3	25 m ²	75 m ²	
6P Office	5	35 m ²	175 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	1	30 m ²	30 m ²	
Storage	1	40 m ²	40 m ²	
Video-Post Production*	2	40 m ²	80 m ²	
Total		550 m²		
Common Areas		66 m²		
Total (with Common Areas)		616 m²		

* - Space for institution's unique needs

Institution		DSHQ		
Nr. Employees		69		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
6P Office	20	35 m ²	700 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	2	30 m ²	60 m ²	
Storage*	1	40 m ²	40 m ²	
Space for Drivers*	1	40 m ²	40 m ²	
Filming Area*	1	40 m ²	40 m ²	
Total		1005 m²		
Common Areas		121 m²		
Total (with Common Areas)		1126 m²		

* - Space for institution's unique needs

Institution		KPK		
Nr. Employees		26		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
2P Office	6	25 m ²	150 m ²	
4P Office	6	25 m ²	150 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	1	25 m ²	25 m ²	
Storage	1	25 m ²	25 m ²	
Total		475 m²		
Common Areas		57 m²		
Total (with Common Areas)		532 m²		

Institution		SASPAC		
Nr. Employees		69		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
2P Office	3	25 m ²	75 m ²	
Staff Office	30	18 m ²	540 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	1	18 m ²	18 m ²	
Storage	1	27 m ²	27 m ²	
Total		785 m²		
Common Areas		94 m²		
Total (with Common Areas)		879 m²		

Institution		AAPAA		
Nr. Employees		23		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
2P Office	2	25 m ²	50 m ²	
4P Office	7	25 m ²	175 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive - Protocol	1	10 m ²	10 m ²	
Storage	1	30 m ²	30 m ²	
Total		390 m²		
Common Areas		47 m²		
Total (with Common Areas)		437 m²		

Institution		AZHT		
Nr. Employees		90		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
2P Office	3	25 m ²	75 m ²	
Staff Office (open space)*	7	150 m ²	1050 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	2	80 m ²	160 m ²	
Storage	1	200 m ²	200 m ²	
Total		1610 m²		
Common Areas		193 m²		
Total (with Common Areas)		1803 m²		

* - Space for institution's unique needs

Institution	AMBU		
<i>Nr. Employees</i>	42		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	2	25 m ²	50 m ²
4P Office	13	25 m ²	325 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	30 m ²	30 m ²
Storage	1	25 m ²	25 m ²

Total	555 m²	
Common Areas	67 m²	
Total (with Common Areas)	622 m²	

Institution	AKUK		
<i>Nr. Employees</i>	100		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	3	25 m ²	75 m ²
4P Office	20	25 m ²	500 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	40 m ²	40 m ²
Storage	1	40 m ²	40 m ²

Total	780 m²	
Common Areas	94 m²	
Total (with Common Areas)	874 m²	

Institution	AKISA		
<i>Nr. Employees</i>	19		
HIGH SECURITY			
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
4P Office	2	25 m ²	50 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	40 m ²	40 m ²
Storage	1	40 m ²	40 m ²

Total	255 m²	
Common Areas	31 m²	
Total (with Common Areas)	286 m²	

Institution	AKPT		
<i>Nr. Employees</i>	44		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	3	25 m ²	75 m ²
4P Office	12	25 m ²	300 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	75 m ²	75 m ²
Storage	1	100 m ²	100 m ²

Total	675 m²	
Common Areas	81 m²	
Total (with Common Areas)	756 m²	

Institution	HSH		
<i>Nr. Employees</i>	59		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	3	25 m ²	75 m ²
4P Office	13	25 m ²	325 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	60 m ²	60 m ²
Storage	1	20 m ²	20 m ²

Total	605 m²	
Common Areas	73 m²	
Total (with Common Areas)	678 m²	

Institution	AAC		
<i>Nr. Employees</i>	96		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	4	25 m ²	100 m ²
4P Office	25	25 m ²	625 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	60 m ²	60 m ²
Storage	1	50 m ²	50 m ²

Total	960 m²	
Common Areas	115 m²	
Total (with Common Areas)	1075 m²	

Institution	AKM		
<i>Nr. Employees</i>	116		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	3	25 m ²	75 m ²
4P Office	25	25 m ²	625 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Laboratory	4	80 m ²	320 m ²
Archive-Protocol	2	50 m ²	100 m ²
Storage	4	250 m ²	1000 m ²
Total	2245 m²		
Common Areas	269 m²		
Total (with Common Areas)	2514 m²		

Institution	AKZM		
<i>Nr. Employees</i>	49		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	2	25 m ²	50 m ²
4P Office	12	25 m ²	300 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	70 m ²	70 m ²
Storage	2	25 m ²	50 m ²
Total	595 m²		
Common Areas	71 m²		
Total (with Common Areas)	666 m²		

Institution	AKB		
<i>Nr. Employees</i>	21		
SEASONAL WORK			
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	2	25 m ²	50 m ²
4P Office	22	25 m ²	550 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	2	50 m ²	100 m ²
Storage	2	75 m ²	150 m ²
Total	975 m²		
Common Areas	117 m²		
Total (with Common Areas)	1092 m²		

Institution	ARM-Tir		
<i>Nr. Employees</i>	49		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
4P Office	11	25 m ²	275 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	50 m ²	50 m ²
Storage	2	30 m ²	60 m ²
Total	510 m²		
Common Areas	61 m²		
Total (with Common Areas)	571 m²		

Institution	ADZM-T		
<i>Nr. Employees</i>	21		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
4P Office	6	25 m ²	150 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	1	70 m ²	70 m ²
Storage	1	60 m ²	60 m ²
Total	405 m²		
Common Areas	49 m²		
Total (with Common Areas)	454 m²		

Institution	AKP		
<i>Nr. Employees</i>	38		
Spaces	Amount	Area	Total Area
GD Office	1	75 m ²	75 m ²
2P Office	2	25 m ²	50 m ²
4P Office	14	25 m ²	350 m ²
Meeting Room for 20P (shared)	1	50 m ²	50 m ²
Archive-Protocol	2	25 m ²	50 m ²
Storage	2	40 m ²	80 m ²
Total	655 m²		
Common Areas	79 m²		
Total (with Common Areas)	734 m²		

Institution		AKT		
<i>Nr. Employees</i>		24		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
2P Office	2	25 m ²	50 m ²	
4P Office	13	25 m ²	325 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	2	50 m ²	100 m ²	
Storage	1	60 m ²	60 m ²	
Total		660 m²		
Common Areas		79 m²		
Total (with Common Areas)		739 m²		

Institution		QSHA		
HIGH SECURITY		44		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
4P Office	19	25 m ²	475 m ²	
Exam Rooms*	4	28 m ²	112 m ²	
Exam Printing Rooms*	2	24 m ²	48 m ²	
Archive-Protocol	2	12 m ²	24 m ²	
Storage	4	16 m ²	64 m ²	
Toilets (within Institution)*	5	4 m ²	20 m ²	
Total		818 m²		
Common Areas		98 m²		
Total (with Common Areas)		916 m²		

* - Space for institution's unique needs

Institution		DPAP		
<i>Nr. Employees</i>		40		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
4P Office	20	25 m ²	500 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	1	100 m ²	100 m ²	
Storage	1	70 m ²	70 m ²	
Total		795 m²		
Common Areas		95 m²		
Total (with Common Areas)		890 m²		

Institution		ZVAP		
HIGH FLUX/PUBLIC		35		
Spaces	Amount	Area	Total Area	
GD Office	1	75 m ²	75 m ²	
4P Office	10	25 m ²	250 m ²	
Meeting Room for 20P (shared)	1	50 m ²	50 m ²	
Archive-Protocol	1	100 m ²	100 m ²	
Storage	1	40 m ²	40 m ²	
Total		515 m²		
Common Areas		62 m²		
Total (with Common Areas)		577 m²		