

Translation from Romanian

THE GARDEN OF UNIVERSITY HOUSE, BUCHAREST

REFUNCTIONALIZATION AND ACTIVATION OF EXISTING AUXILIARY SPACES IN THE COURTYARD OF THE PROPERTY WITH LAND REGISTRY NO. 214529 (46 DIONISIE LUPU STREET), ENHANCEMENT OF OLD GREENHOUSES AND THE COMPLETE LANDSCAPE DESIGN OF THE GARDEN OF UNIVERSITY HOUSE

DESIGN COMPETITION

ANNEX 2.3.2.

DESCRIPTION OF DESIGN SERVICES AND TERMS

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1. DESCRIPTION OF THE SERVICES COVERED BY THE CONTRACT

The sections below detail the stages and services that will be the subject of the contract concluded between the beneficiary, the Bucharest University and the winner of the competition. The technical documentation corresponding to all design phases will comply with and correlate with all the requirements and deadlines related to the European or national funding programs that the Contracting Authority intends to access in order to achieve the investment objective.

PHASE 1. FINAL CONCEPT / PRELIMINARY DESIGN

Following the design competition and the in-depth study of the winning solution with all its technical or budgetary implications, the design team will propose to the Contracting Authority, based on the design brief agreed through the competition, a definitive solution. Although the stage is incipient from a technical point of view, it is the obligation of the architect and its team to ensure that their proposals are technically and economically feasible. The transition to the next phases will only take place after the preliminary design is approved by the Contracting Authority.

PHASE 2. GARDEN OF UNIVERSITY HOUSE ZONAL URBAN PLAN

The urban planning documentation will be prepared by certified specialists with the right to sign, registered in the RUR, according to the provisions of the Regulation on the acquisition of the right to sign for territorial planning and urban planning documentation, approved by Decision no. 101/2010 of the Superior Council of the Register of Urban Planners of Romania, at least one specialist being certified by the Ministry of Culture, in accordance with the provisions of art. 24 paragraph (2) of Law no. 422/2001, republished, with subsequent amendments and completions, Order no. 2495 of August 26, 2010 issued by the Ministry of Culture and National Heritage for the approval of the Methodological Norms regarding the certification of specialists, experts and technical verifiers in the field of protecting historical monuments. These conditions may be met by two persons, or the same person may have both qualifications.

Specialists will present the RUR certificate attesting to the right to sign, at least for category Dz0 (according to Decision no. 101/2010 of the Superior Council of the Register of Urban Planners in Romania) and the attestation certificate from the Ministry of Culture for

specializations A and D and domains 2 and 3 (according to Order no. 2495 of August 26, 2010 issued by the Ministry of Culture and National Heritage).

The specializations can be cumulative and can be combined with the right to sign for the coordination of all urban planning documentation. The designer is obliged to prepare the specific documentation, to submit it and to obtain, on behalf of the Contracting Authority, all the approvals and agreements necessary for the approval of the PUZ (Zonal Urban Plan). Their value will be borne by the Contracting Authority. The designer will also verify and implement the conditions imposed by the urban planning certificate, as well as the conditions mentioned in the approvals and agreements obtained, as well as the requirements of the beneficiary. If the approving institutions request additional documentation, these are the responsibility of the designer. The provider will support the documentation in all legally competent approval forums.

Designer's obligations:

- Development of substantiation studies. These will be carried out in compliance with the provisions of art. 21, paragraph (1), letter c; art.20, paragraph (2) of MDRAP Order no. 233 /2016 for the approval of the Methodological Norms for the application of Law no. 350/2001 on territorial planning and urban planning and for the development and updating of urban planning documentation, with subsequent amendments and additions, approved;
- Elaboration of the preliminary form of the urban planning documentation Zonal urban plan for protected built areas, for the above-mentioned objective;
- Preparing documentation to obtain the approvals provided for by the legislation in force and requested by the urban planning certificate, in accordance with the specific requirements of each approval authority and obtaining them;
- Active participation in public consultation procedures according to the legal provisions in force (MDRT Order no. 2701/2010 for the approval of the Methodology for informing and consulting the public regarding the development or revision of territorial and urban development plans, with subsequent amendments and additions), in support of the documentation presented and the motivation of the adopted urban solutions;
- Elaboration of the urban planning documentation in its final form, after obtaining the approvals requested by the urban planning certificate, following the public debate organized within the public consultation procedure and the introduction of all conditions in the approvals.

During the public information and consultation process, the designer has the following obligations:

- to attend to public debates
- to present the technical justification of the proposed solution
- to provide information and explanations regarding public requests
- to formulate and submit within the predetermined time period amendments to the proposals including requests, proposals, suggestions formulated by the public, or to submit a substantiated response of refusal
- elaboration of the urban planning documentation in its final form, after obtaining the approvals requested by the urban planning certificate, following the public debate organized within the public consultation procedure and the introduction of all conditions in the approvals.

PHASE 3. DOCUMENTATION FOR APPROVAL OF INTERVENTION WORKS (DALI) GARDEN AND BUILDINGS

For this design phase, the deliverables listed in GD no. 907/2016 (updated) regarding the stages of elaboration and the framework content of the technical-economic documentation related to the objectives/investment projects financed from public funds will be respected. This stage includes the field studies and technical expertise included in the framework content of DALI.

In this stage, the architect has the mission of creating a Definitive Project, which gives a final shape to the solutions for all components of the objective. Even if the project envisages implementation in successive phases or stages, this design phase must be made integrated and unitary for the entire investment, both for the garden design project and for the buildings, in a correlated way. This strategy will ensure the coherence of the entire investment.

The purpose of the DALI stage is to establish all the components of the proposed constructions and developments and to validate them with all those involved in the design process (Contracting Authority, design team, authorities, as appropriate, verifiers, etc.). The documentation must also contain all the specifications and details regarding the technical solutions and materials proposed for the realization of the proposed developments, consolidations and constructions, in such a way as to allow for the most complete and accurate assessment of the investment costs.

Part of the Feasibility Study and/or the Intervention Works Approval Documentation (DALI) that are estimated to be necessary:

Topographical documentation – necessary for the preparation of the documentation for the authorization of construction works, minimum scale 1:500 - according to the Order of the General Director of ANCPI no. 700/09.07.2014, with subsequent amendments and additions and other relevant legal provisions (already completed; possible details depending on the needs of the project).

Geotechnical Study and foundation excavations – according to the "Regulation on geotechnical documentation for constructions", reference NP 074-2014 approved by Order of the Ministry of Regional Development and Public Administration No. 1,330 of July 17, 2014 for the approval of the technical regulation "Regulation on geotechnical documentation for constructions", reference NP 074-2014 (updated according to the needs of the project), for the planned investments.

Landscape/dendrological study – according to the provisions of Annex no. 4 of GD no. 907/2016 (updated 2022), which contains the description of the strengths and specific problems of the site and which includes recommendations regarding ways of highlighting and technical solutions that must be taken into account when developing the documentation (already done; possible details depending on the needs of the project).

Historical study – the Historical Study made available to the competitors will be updated and detailed, in accordance with the winning solution; this study will necessarily include the buildings and structures proposed for rehabilitation.

Update of surveys for buildings to be preserved, reconfigured and consolidated, in accordance with the contractually assumed objectives.

Technical expertise of resistance and stability for buildings to be preserved, reconfigured and consolidated.

Documentation for obtaining approvals and agreements – the design team is obliged to prepare the specific documentation, submit it and obtain on behalf of the Contracting Authority all the necessary approvals and agreements for the DALI phase. Their cost will be borne by the Contracting Authority, including any updates thereof.

Updating the General Estimate / Intervention Works Approval Documentation (DALI), at the request of the beneficiary. Two updates are included in the contract. The beneficiary may request additional updates, which will be remunerated separately, subject to additional documents to the contract.

The provider will also verify and implement the conditions imposed by the urban planning certificate, as well as the conditions mentioned in the approvals and agreements obtained. If the approving institutions request additional documentation, this is the responsibility of the provider. The provider will support the documentation in all legally competent approval forums.

PHASE 4. DOCUMENTATION FOR AUTHORIZATION OF CONSTRUCTION WORKS (DTAC), INCLUDING DTAD AND DTOE, FOR THE GARDEN AND BUILDINGS

For this design phase, the provisions of the framework content of Law no. 50 of July 29, 1991, as amended and supplemented, and of the Order of the Ministry of Regional Development and Housing no. 839 of October 12, 2009 for the approval of the Methodological Norms for the application of Law no. 50/1991 on the authorization of the execution of construction works, as amended and supplemented, will be respected.

This stage will include the Technical Documentation for Authorizing Construction Works (DTAC), the Technical Documentation for Authorizing Demolition Works (DTAD) and the Technical Documentation for Organizing Execution (DTOE).

The architect will produce, based on the final project (DALI phase) and in accordance with the law, in an appropriate technical format, the written and drawn parts that will constitute the documentation. It is accepted (and in accordance with the legal provisions) that the technical documentation for the construction/demolition permit represents an extract from the technical documentation for the tender and construction.

For this purpose, the following will be required: **documentation for obtaining approvals and agreements** - The designer is obliged to prepare the specific documentation, submit it and obtain on behalf of the Contracting Authority all the approvals and agreements required for the DTAC phase. Their cost will be borne by the Contracting Authority. The designer will also verify and implement the conditions imposed by the urban planning certificate obtained by it.

PHASE 5. TECHNICAL DOCUMENTATION AND EXECUTION DETAILS (DT+DDE) FOR GARDEN AND BUILDINGS, INCLUDING INTERIOR DESIGN

Technical execution project for construction and exterior design – representing the technical-economic documentation (written and drawn materials) prepared under the law, which develops the technical documentation – DT, in compliance with the conditions

imposed by the building permit, as well as by the opinions, agreements and administrative act of the competent authority for environmental protection, annexes to the building permit.

Technical project (P.Th.) includes the technical and economic solutions for achieving the investment objective on the basis of which the authorized construction works are executed. It will be developed according to the content framework provided for in Government Decision No. 907 of November 29, 2016 (updated in 2022) regarding the stages of development and the framework content of the technical and economic documentation related to investment objectives/projects financed from public funds, with subsequent amendments and additions, Annex 10, the regulations, standards and legislation in force on the date of development;

Technical project for green space development – which includes the documentation necessary for vertical systematization, the drawing of mineral / paved surfaces, underpasses, for the implementation of lighting / drainage / irrigation / water systems as well as planting plans;

Interior design technical project – with the related details, including equipment and equipment sheets, projects and sheets for furniture pieces;

Information display design project (signage) – for good orientation in the designed areas, as well as in the buildings or pavilions proposed by the project;

Execution details – as a component part of the technical execution project, which complies with its provisions and details the compositional solutions, material specifications, textures and colors, assembly technologies, execution, installation and other such operations regarding parts/elements of construction or related installations and which indicates dimensions, materials, execution technologies, as well as connections between the structural/non-structural constructive elements of the investment objective.

Quality control program, component of the project through which the verification stages are established by areas and categories of works in accordance with the specific technical regulations, including the determining phases, necessary to ensure the achievement of the specified requirements; in accordance with Order of the Ministry of Regional Development and Public Administration no. 1,370 of July 25, 2014 for the approval of the Procedure for carrying out state control in determining execution phases for the mechanical resistance and stability of constructions - PCF 002 indicator.

PHASE 6. MAINTENANCE AND MANAGEMENT DOCUMENTATION

The design team will develop a management plan for the designed enhancements at the garden level, following the finalization of the technical projects, so that any possible deterioration of the vegetation, finishes, constructive elements or designed details does not affect the moral integrity and use of this arrangement over a long period of time. Part of the principles of a sustainable arrangement should be to foresee the durability of the designed solutions over time.

During this phase, the following market usage and maintenance instructions should be delivered:

Green space management plan – so as to ensure the proper installation and optimal development of the plantations and other constructive elements;

Lighting scenario plan – so as to describe the different types of uses of the lighting fixtures provided for in the project;

Supply plan – which indicates how and when the urban layout can be crossed for the current supply of different functional areas;

Garbage management plan – indicating the optimal way to take over waste, as well as the measures for sorting and collecting it;

Fire safety plan – which indicates the methods of using the future arrangement in special conditions (fire, ambulance access, supplies, etc.).

These documentations can be drawn up before or after the tender for the selection of a builder, and will come into force after the receipt of the urban development works.

PHASE 7. TECHNICAL ASSISTANCE FOR EXECUTION, INCLUDING AS-BUILT DOCUMENTATION

The technical assistance stage of execution refers to everything that is necessary, in terms of design and consultancy, in order to build the construction on time, at the price and quality parameters established by the project for all investment objectives.

Within the framework of technical assistance, the design team must supervise the preparation and functional adaptation of all execution details, only if they are in accordance with the project imagined by it.

Technical assistance during the public procurement procedures by responding to requests for clarification from interested economic operators.

Technical support from the designer during the execution of the works according to the provisions of Law No. 10 of January 18, 1995 on quality in construction, republished, with subsequent amendments and additions, consisting mainly of:

- Monitoring the application on site of the solutions adopted by the project, according to the technical regulations in force and the best existing execution technologies;
- Establishing the method of treating defects that occur during execution as well as monitoring the application on site of the solutions adopted after their adoption by certified project verifiers;
- Resolving non-conformities and inconsistencies reported by certified verifiers, contractors, Contracting Authority, etc. to the designed technical solutions;
- Participation in all phases established by the quality control program of the execution works;
- Participation in partial receptions, receptions upon completion of the works, final receptions, at the commissioning of each work included in the project and developing the point of view on how to carry out the works;
- Development of technical solutions through site provisions, during the execution of the works, in case of modification of the solutions initially established in the project and monitoring their application, including their submission to the issuer of the building permit in accordance with the provisions of art. 67 paragraph (4) of the Order of the Ministry of Regional Development and Housing no. 839 of October 12, 2009 for the approval of the Methodological Norms for the application of Law no. 50/1991 on the authorization of the execution of construction works, with subsequent amendments and completions and the development of technical documentation - DT (DTAC + DTOE) for the authorization of the execution of construction works, if the modifications require the reauthorization of the works, with the supplement to the contract;
- Approval/verification/justification of additional works that may occur during the execution of the works;
- Participation in the development of the technical construction book, according to legal provisions.

Current construction tracking instructions – according to Order of the Ministry of Regional Development and Public Administration No. 847 of June 2, 2014 for the approval of the Procedure regarding the control activities carried out for the application of the legal provisions regarding the current and special monitoring of the operational behavior of buildings - reference PCU 004.

Adaptation of furniture and equipment design

Following the bidding process, through which bidders will make supplier proposals for various equipment, fittings and facilities explicitly requested by the project, the Designer will have to make some adaptations for optimal implementation. At this stage, the designer will analyze the prospectuses and recommendations of each equipment and will find solutions for fair implementation. The designer will be able to refuse those proposals that are not in accordance with the Technical Project and the Specifications. This stage will have a decisive role in the proper implementation, as well as in the subsequent management of the building.

"As-Built" Documentation composed of at least the following parts - descriptive memorandum regarding any changes that occurred along the way with a description of the initial situation, the changes made and their justification, drawings including the changes made (by construction site provisions, etc.).

Technical assistance from the designer begins with the public procurement procedures and ends 60 days after the signing of the acceptance report upon completion of the construction works.

WILL NOT BE THE OBJECT OF THE DESIGN CONTRACT:

- traffic studies at the city level, to correlate car access and public transport;
- archaeological studies and discharges, other than preventive archaeological research - if additional studies or research are necessary, these will be borne by the Contracting Authority, with the logistical support of the designer for any necessary coordination or exchange of information;
- documentation for changing the LMI Code, by changing the category from m (monument) to a (ensemble) - in accordance with the recommendations of the historical study;
- construction site management (periodic verification of work quality according to Law No. 10/1995 on quality in construction);
- project management (organizing tenders, organizing execution processes, carrying out design and execution contracts).

The technical and economic documentation will be prepared in compliance with the provisions of the Romanian legislation in force regarding the objectives of investments from public funds. The proposed technical solutions will ensure maximum quality requirements of the works, according to the legislation in force.



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2. MAXIMUM TERMS FOR THE PROVISION OF SERVICES

PHASE 1. DEFINITIVE CONCEPT / PRELIMINARY PROJECT (ANTP)

- **Maximum 60 calendar days** from the signing of the contract;
- The 60 calendar day period **DOES NOT INCLUDE** the time required for the evaluation of the documentation by the Contracting Authority.
- It is considered completed upon receipt of the documentation by the Bucharest University.

PHASE 2. GARDEN OF UNIVERSITY HOUSE ZONAL URBAN PLAN

- **Maximum 150 calendar days** from the approval of the Preliminary Design by the Bucharest University, following the formulation of an order note by the Bucharest University;
- The 150 calendar day period:
 - **DOES NOT INCLUDE:** the waiting time required for the issuance of the urban planning certificate, notices, agreements, approvals of the approving authorities, the time required for the evaluation of the documentation by the Contracting Authority or the time required for making decisions relating to the Contracting Authority and which may prevent/delay the provision of design services, the time related to the local authority's internal bureaucratic procedures regarding the approval of the documentation by the approving authorities.
 - **INCLUDES:** the time required to make any changes/completions requested by the approving authorities or the time required to integrate the observations submitted by the Contracting Authority.
- It is considered completed upon obtaining the Decision of the General Council approving the PUZ.

PHASE 3. DOCUMENTATION FOR APPROVAL OF INTERVENTION WORKS (DALI) GARDEN AND BUILDINGS

- **Maximum 120 calendar days** after PUZ approval;
- The 120 calendar day period:
 - **DOES NOT INCLUDE:** the waiting time required for the issuance of the urban planning certificate, notices, agreements, approvals of the approving authorities, the time required for the evaluation of the documentation by the Contracting Authority or the time required for making decisions that concern the Contracting Authority and that may prevent/delay the provision of design services, the time related to the Contracting Authority's internal bureaucratic procedures for the approval of the technical-economic indicators.

- **INCLUDES:** the time required to make any changes/completions requested by the approving authorities or the time required to integrate the observations submitted by the Contracting Authority.
- The preliminary studies detailed in this document can/must be developed before this date, with the time allocated referring to design services;
- It is considered completed upon approval of the technical and economic indicators by the Contracting Authority.

PHASE 4. DOCUMENTATION FOR AUTHORIZATION OF CONSTRUCTION WORKS (DTAC), INCLUDING DTAD AND DTOE, FOR THE GARDEN AND BUILDINGS

- **Maximum 60 calendar days** from the approval of the DALI technical-economic indicators, following the formulation of an order note by the Bucharest University;
- The 60 calendar day period:
 - **DOES NOT INCLUDE:** the waiting time required for the issuance of the urban planning certificate, notices, agreements, approvals of the notifying authorities, the time required for the evaluation of the documentation by the Contracting Authority or the time required for making decisions that concern the Contracting Authority and that may prevent/delay the provision of design services, the time related to the local authority's internal bureaucratic procedures for issuing the building permit.
 - **INCLUDES:** the time required to make any changes/completions requested by the approving authorities or the time required to integrate the observations/objections submitted by the Contracting Authority.
- The phase is considered completed upon the full submission of the documentation verified by the project verifiers and receipt of the documentation by the Contracting Authority.

PHASE 5. TECHNICAL DOCUMENTATION AND EXECUTION DETAILS (DT+DDE) FOR GARDEN AND BUILDINGS, INCLUDING INTERIOR ENHANCEMENT

- **Maximum 60 calendar days** from obtaining the building permit;
- The 60 calendar day period:
 - **DOES NOT INCLUDE:** the time required for the evaluation of the documentation by the Contracting Authority or the time required for making decisions that concern the Contracting Authority and that may prevent/delay the provision of design services;

- **INCLUDES:** the time required to integrate the observations submitted by the Contracting Authority.
- It is considered completed upon the full submission of the documentation after verification by the contracted project verifiers and its receipt by the Contracting Authority;
- The documentation received will be able to form a basis for selecting a builder (tender).

PHASE 6. MAINTENANCE AND MANAGEMENT DOCUMENTATION

- **Maximum 30 calendar days** from the submission of DT+DDE documentation;
- This separate phase is a complement to the DT+DDE documentation, but does not contribute to the selection process of a constructor, and can be considered completed upon its receipt by the Contracting Authority.

PHASE 7. TECHNICAL ASSISTANCE FOR EXECUTION, INCLUDING AS-BUILT DOCUMENTATION

- Technical assistance from the designer begins with the conclusion of the public procurement contract and ends a **maximum of 60 calendar days** from the signing of the acceptance report upon completion of construction works and delivery of the "As-Built" documentation;
- Payment will be phased in as part of the negotiation between the provider and the Contracting Authority;
- The response time to the beneficiary's request is a maximum of 5 working days.

The graph shows the working time of the contractors. The contract validity term is 60 months.

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Note:

The deadlines taken into account:

- **DO NOT INCLUDE:** the waiting time required for the issuance of the urban planning certificate, notices, agreements, approvals of the approving authorities, the time required for the evaluation of the documentation by the Contracting Authority or the time required for making decisions relating to the Contracting Authority and which may prevent/delay the provision of design services, the time required for the Contracting Authority's internal bureaucratic procedures for the approval of the technical-economic indicators, the time required for the local public authority's internal bureaucratic procedures related to the approval of the urban planning documentation or the issuance of the building permit.
- **INCLUDE:** the time required to make any changes/completions requested by the approving authorities or the time required to integrate the observations/objections submitted by the Contracting Authority.