

INTERNATIONAL DESIGN COMPETITION for the new GANGBUK-GU Government Office Complex

Design Guidelines



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I. Generals

1. Title

- The title of this design competition is “INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex” (hereinafter referred to as the 'design competition.').

2. Background

- Through the construction of the new Gangbuk-gu office complex, the aim is to consolidate dispersed public administrative facilities to enhance resident access and convenience, and provide improved public administrative services through one-stop administrative services.
- The new Gangbuk-gu office complex is intended to be an **administrative complex** town, supplying the necessary living social overhead capital (SOC) that is lacking in Gangbuk-gu. It aims to increase cultural opportunities for local residents, serve as a **community space** that provides various social contact opportunities unlike the traditional 'government office,' and foster regional economic vitality by creating a **distinctive space** that supports youth activities and startups.
- Create a global landmark through creative and symbolic design that transcends the region, thereby enhancing the pride of Gangbuk residents.

3. Overview

- Project Title: INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex
- Host: **Gangbuk-gu Office**
- Site Address: Around 13, Dobong-ro 89-gil, Gangbuk-gu, Seoul, S.Korea (192-59 Suyu-dong, Gangbuk-gu, and 8 other plots)
- Zoning District: General Commercial Zone, District Unit Planning Zone (Suyu-Bondong), and Special Planning Zone (Gangbuk-gu Office)
- Use: Public office facilities and others
- Area Size: Approximately 6,400m² (※ The total area of the 9 plots is 8,103.70 m², but the site will be re-adjusted according to the special planning

zone of Gangbuk-gu Office)

- Total Floor Area: 65,532㎡ (allowable within ±3%)
- Estimated Construction Cost: KRW 262.653 billion (VAT and total construction costs including architecture, excluding certification fees and all other associated costs)
 - ※ The above amount is subject to change, and for more details, please refer to the task specification document.
- Estimated Design Fee: KRW 14.377 billion (including VAT, various certification design costs, licensing fees, liability insurance, excluding electrical design)
 - ※ The above amount is subject to change, and for more details, please refer to the task specification document.
- Competition Period: Tuesday, May 14, 2024 to Monday, August 26, 2024
- Design Period: 18 months from the commencement date(including public holidays but may be adjusted according to changes in the construction plan.)

4. Method

- It is an open and international design competition.

5. Organization

5.1. Host

- Gangbuk-gu Office (New Government Office Complex Promotion Team)

5.2. Professional Advisor Committee

- The professional advisor committee is organized to take the advice for this design competition.
- Chair of the Advisory Committee : Jai Deuk Yu (Illo Architects/CEO)
- List of professional advisors
 - Yong-seok Kim (Gangbuk-gu Office/Policy Advisor)
 - Chung-Whan Park (Simplex Architects/CEO)
 - Eun-sook Lee (Real Plan Consulting Co., Ltd./CEO)
 - Ui-sin Lee (Gangbuk-gu Office/Head of Architecture)

- Jae-hee Chung (Hongik University/Professor)
- Beom Chu (Konkuk University/Professor)

5.3. Competition Management Team

- The competition management team provides and supports the guidelines of the jury members in the review process and supports the arrangement of the review for the works submitted. Also, it supports the smooth working process of them by participating in the review process. And it notifies the review results to the submitters after selecting the winning works.
- The senior researcher of the competition management team is Jo, Seungkoo (Professor at Tongmyong University) of the Korean Institute of Architects.
- Inquiries about website registration, qualifications, participation application, and others are only accepted through the official e-mail, and it may take up to 24 hours for receiving responses. (Excluding weekends and holidays)
- Other inquiries regarding the design competition guidelines, etc. are only accepted during the designated inquiry period and details refer to 13. Q&A for details.

5.4. Official Website & E-mail

- Official Website: <http://www.gangbuk-compe.org>
- Official E-mail : admin@gangbuk-compe.org

6. Official Language and Units

6.1. Official Language

- The official language for the design competition is 'Korean' and 'English'.
- For any conflict of interpretation between the 'Korean' and 'English' version of the rules, guidelines and the Q&A of the design competition, the 'Korean' version shall prevail.
- The entry (drawing plate, design description, and the summary of the design concept) shall be in 'Korean' or in 'English' if necessary.

- Documents submitted by the participants shall be either in ‘Korean’ or ‘English’.

6.2 Units of Measurement

- All numbers should be in Arabic numerals, and all measurement units shall be the ‘SI Metric System’.

7. Eligibility and Restrictions

7.1. Eligibility

- For domestic architects, the following eligibility criteria apply: Participants must possess architectural qualifications as per Article 7 of the Korean “Architects Act” by the registration deadline and must have registered an architectural office in accordance with Article 23 of the same act. Additionally, they must not have any disqualifications under relevant laws and must be actively engaged in normal architectural practices (Eligibility Condition ①).
- For foreign architects (firms or individuals), the eligibility criteria are as follows: Participants must hold architectural qualifications in accordance with the laws of their respective countries as of the announcement date (Eligibility Condition ②). They must also jointly enter the competition with a partner who meets the domestic Eligibility Condition ①.
- During joint submissions, the number of joint entrants must be limited to three persons (or firms) or fewer. All joint entrants must meet at least one of the specified eligibility conditions (① or ②). Furthermore, one of the joint entrants, who meets Eligibility Condition ①, must be designated as the representative.
- The representative of the joint submission will become the leader of the consortium upon winning. This individual will be responsible for overseeing all tasks, coordinating the overall operations, and handling architectural licensing and permits. Additionally, all legal rights, responsibilities, and obligations related to the competition will be attributed to the representative.
- The designated representative and joint applicant registered for the competition cannot participate in multiple joint application teams within

the same design contest.

- According to Article 13 of the “Enforcement Decree Of The Act On Contracts To Which A Local Government Is A Party” and Chapter 11 of the “Local Government Bidding and Contract Execution Standards”, the date for determining eligibility to participate is based on the deadline for competition registration.

7.2 Restrictions

- As of the announcement date, individuals or entities that have had their registration cancelled, are temporarily or permanently closed, are suspended from operation, or have received similar administrative sanctions from a governing authority during that period are ineligible to participate in this design competition.
- Participants registered for this design competition can submit only one entry. If it is discovered that an individual or their associated joint application team has entered multiple applications, their eligibility to participate will be revoked.
- Employees of the host, members of the professional advisor committee, competition management team, and individuals who have participated in establishing the basic plan, as well as employees from their respective organizations, are not eligible to participate in this competition.

8. Schedule

8.1. Schedule of the design competition

Classification	Schedule	Remarks
Announcement	Tue. May 14, 2024	
Participation Registration	Tue. May 14, 2024 ~ Fri. June 14, 2024	
Onsite Meeting	Thu. May 23, 2024 at 14:00	Gangbuk-gu Office
Inquires	Mon. May 27, 2024 ~ Fri. May 31, 2024	
Answers	Mon. June 10, 2024, 14:00 (Tentative)	On the official

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for the New GANGBUK-GU Government Office Complex

		website
Entry Submission	Until Mon. August 05, 2024 at 17:00	
1 st Main Review	Fri. August 09, 2024	
2 nd Main Review	Mon. August 19, 2024	
Result Announcement	Mon. August 26, 2024	

[Table 01] Design Competition Schedule

- The Design Competition schedule may be changed according to the government guidelines regarding the circumstances of the Organizer and if changed, it will be posted on the official website and also notified to the representative participant by e-mail.
- All of the schedules and times of the competition are based on the Korea Standard Time (UTC+09).

9. Anonymity

9.1. Applicant PIN number

- The anonymity of the applicant shall be secured in all processes from the participation registration to the final review results, and in order to maintain anonymity, the identity of the applicant is substituted as the applicant's PIN number (hereinafter PIN number).
- The PIN number is comprised of 2 random capital letters and 5 Arabic numerals chosen by the applicant, and it is created after checking the duplicates on the website (e.g. AA12345)
- The PIN number is substituted as the assigned submission number according to the order of the entry registration during the review process. (※ The submission number will be made public to the participants via the website at the start of the review process.)
- The writing (attachment) method of the PIN number for different submissions follows 3. Submission Guidelines.

9.2. Ensuring Anonymity

- For the fair review evaluation, the applicants are not allowed to reveal the fact that they participated in the design competition and submitted

the entry, the content of the entry, and the PIN number on their social media and other means, and if violated, they will lose the participation rights in the design competition.

10. Registration

10.1. Period and Method

- When: Tue. May 14, 2024 ~ Fri. June 14, 2024
- How: Register on the official website

10.2. Notes

- Applicants shall enter the required information (company name, representative's name, nationality, contact, e-mail, etc.) according to the participation application guide by accessing the official website. After completing the application, one can identify if the application is approved on "My Page."
- It is possible to download data related to the competition from 'My Page' after the registration is approved. The provided data cannot be used for other purposes other than the Design Competition, and one shall agree with the 'Consent to the collection and use of the provided data and personal information' by the time of the website registration.
- It is not allowed to change the representative until entry submission, but co-participants can be changed or added up to two people (excluding the representative), and the final co-participants will be confirmed through the [Form 04] Joint Application Agreement which will be submitted together with the final work.

11. Onsite Meeting

11.1. Schedule

- When : Thu. May 23, 2024 at 14:00 (UTC+09)
- Location : Inside Gangbuk-Gu Office (Details will be announced later via official website)
- The site briefing will be conducted in Korean.
- Relevant materials and images will be provided on the website after the

onsite meeting.

12. Q&A

12.1. Receiving Inquires

- When: Mon. May 27, 2024 ~ Fri. May 31, 2024 at 17:00 (UTC+09)
- How: Submit by an official email after filling out [Form 01. Design Competition Written Questionnaire]

12.2. Answers

- When: Mon. June 10, 2024 at 14:00 (UTC+09) (tentative)
- How: Notified on the official website

12.3. Notes

- Every applicant (team) shall be given one chance to form a question.
- Answers to the questions will be posted on the website of the competition and an individual response will not be made.
- When the questions are not relevant with the guidelines of the design competition or for not using the designated template, no response will be made.
- Answers to the questions should be considered as an addition or modification to the design competition rules and guidelines and it shall have the same effect with this guideline
- When the answers are different from the existing guideline, including the design competition guidelines, then the answers shall prevail.
- Applicants are not allowed to submit inquiries outside of the designated inquiry reception period, and the ordering agency and competition management team are not obligated to respond to any inquiries made outside this period.

13. Entry Submission

13.1. Date

- When: Mon. August 05, 2024, from 10:00 to 17:00 (UTC+09)

- How : Submit in person
- Where: Details will be announced later through the official website.

13.2. Entry

- Submittals (※ Refer to 3. Submission Guidelines)

Classification	Size	Qty.	Remarks
Drawing Plate for Review	A1 (1189×841mm)	1 set	A1 × 4 plates
Complete Image of Drawing Plates	A4 (210×297mm)	1 set	A4 × 1 plate
Residents Preference Survey Perspective	2,384X1,684Pixel	1 set	Saved on a USB drive
Design Description	A3 (420×297mm)	15 copies	30 pages or less
Summary of the Design Concept	A4 (210×297mm)	1 copy	Form 09 (1 page or less)
USB		1 set	

[Table 02] List of Submittals

- Documentations

Classification	Submittals	Qty.	Form
1	Design Competition Proposal	1 copy	Form 02
2	Consent of the Design Competition	1 copy	Form 03
3	Joint Application Agreement (if necessary)	1 copy	Form 04
4	Architectural Overview	1 copy	Form 05
5	Detailed Area Table for Each Facility	1 copy	Form 06
6	Regulatory Review Document	1 copy	Form 08
7	Consent Form of Utilization and Change of Works	1 copy	Form 09
8	Estimated Preliminary Construction Cost Statement	1 copy	Form 10
9	A Copy of an Architect License	1 copy	All applicants
10	Architect Administrative Penalty	1 copy	All applicants

	Inquiry Report		
11	Report Proof for the Establishment of an Architectural Firm	1 copy	If applicable

[Table 03] List of documents to submit

- All of the joint applicants including the representative shall submit a copy of the architect license and the Architect Administrative Penalty Inquiry Report. If applicable, submit a report proof for the establishment of an architectural firm.

13.3. Notes

- Entry submission must be done before the submission deadline and any entries submitted after the deadline won't be accepted.
- Entry submission is not allowed if some of the submittals or documents are omitted.
- Refer to submittal guidelines provided in Chapter 3. Submission Guidelines regarding forms and packing of submittal, and the file format and others that are not indicated in the guidelines won't be accepted.
- Modification, changing, and the supplementation of the submitted entry are not allowed.

14. Material Submission for the 2nd Main Review

14.1. Subjects and Deadline

- Who: Applicants (teams) that have passed the 1st review
- When: Wed. August 14, 2024, from 14:00 to 17:00
- How: Submission in person
- Where: To be announced

14.2. Review Materials

Classification	Format	Submission method
Presentation material	ppt, pptx, pdf, mp4	Save on a USB drive and submit in person
Model	Announce the size and other specifications later to the candidates selected for the 2 nd Main Review.	Submission in person

[Table 04] List of materials for the 2nd review

14.3. Notes

- Presentation materials can be freely composed based on the drawing plates and the design description.
- Presentation materials must include a 2-3 minute video to support the understanding of the proposed design, which shall be included in the presentation time.
- Entry submission must be done before the submission deadline, and any entries submitted after the deadline won't be accepted.
- If some of the review materials are omitted, the presenter will be excluded from the 2nd main review.
- Modification, changing, and the supplementation of the submitted review materials are not allowed.
- The presentation material must be identical to the design drawing and design description of the initially submitted entry, and the model must be identical to the initially submitted entry design. If any changes are found, the material will be excluded for the review.

15. Review Committee

15.1. Expert (Technical Review) Committee

- The expert (technical review) committee is comprised of professionals in all related fields, and the number of committee members is flexibly organized depending on the number of registered entries.

15.2. Review Committee

- The Review Committee is composed of 7 jury members and 2 preliminary members. The list will be disclosed through the website on the submission deadline of the competition submission, which is Monday, August 5, 2024 at 17:00, according to Article 12, Section 2 of the Design Competition Operation Guidelines (Ministry of Land, Infrastructure and Transport Notice No. 2023-180).

15.3. Operation of the Review Committee

- The Review Committee should be convened with participation of the jury members, the management team of the design competition (senior researcher), and the host's officials.
- The preliminary can participate in reviews and provide questions and opinions during the review, but he or she cannot participate in the vote.
- The preliminary jury will attend in place of jury members who are unable to participate in the review due to personal circumstances. They will serve in the capacity of a jury with the order being Preliminary 1 followed by Preliminary 2.
- At least 2/3 of the jury members should present for the Review Committee, and if less than 2/3 jury members attend, the Review Committee is postponed.
- The chairperson shall collect the opinions of the jury members to process the review, and the review committee shall write and record the grounds for selection based on the given format.
- The management team of the design competition and interested parties from the host shall join to support the review process. For a smooth review, they are not allowed to make any comments or actions that can affect the review results other than the review supporting the activities including answering the questions of the jury members or responding to the requests, etc.

15.4. Disqualification and Recusal of Jury Members

- Participants who suspect that a jury member may be biased due to the following disqualification criteria or circumstances that could compromise the fairness of the review must submit the supporting evidence to the official email (admin@gangbuk-compe.org) by 17:00 on Wednesday,

August 7, 2024:

- If a jury member or their spouse, or former spouse, is a party involved with a company under the review, or shares joint rights or obligations with a party from such a company,
- If a jury member is a relative, or has been a relative, of a party involved with a company under the review,
- If a jury becomes a stakeholder (including through representation) in a project that is subject to the review,
- If a jury member, or an organization or corporation to which the judge belongs, has acted or has been acting as an agent for a party involved with a company under the review,
- If a jury member has been an executive or an employee within the last three years at a company that is subject to the review,
- If a jury member has provided consulting, research, services (including subcontracting), appraisals, or conducted investigations related to the company under the review within the last two years (this also includes joint entries in design competitions, with the time frame being within two years post-completion up to the announcement date of this competition, and joint participation in design competitions is calculated from after the submission of works up to the announcement of this competition),
- If a jury member works at the same school as one of the competitors.

16. Review Process

16.1. Review

- The review is divided into Technical, 1st Main, and 2nd Main Reviews.
- In the technical review, if the entry complies with the rules of the Design Competition and guidelines or violates the related laws are reviewed and the results should be reported to the Review Committee in written form.
- The Review Committee should decide whether to include the results of the technical review in the main review.
- The 1st Main Review operates on a voting principle, and selects five works to proceed to the 2nd Main Review.
- The 2nd main review target works conduct a preference survey of residents in Gangbuk-gu before the 2nd main review, and the results are

provided to the jury members as reference materials during the 2nd main review.

- In the 2nd main review, each applicant presents their proposal within 15 minutes and then answers questions from the jury member for the next 15 minutes.
- The number of participants in the presentation shall be limited to one presenter and up to two presentation assistants (for answering questions, assisting in the presentation, etc.).
- The presenter and presentation assistants must be either the applicant themselves or employees of the applying company as of the date of the announcement. (※ On the day of the 2nd main review, submission of identification card and proof of enrollment in four major insurances (or relevant documents proving employment for overseas companies) is required.)
- The 2nd main review follows the principle of voting through discussion, and detailed review methods are determined by the decision of the Review Committee.
- The 2nd review decides winners. The number of winning pieces is in accordance with the [17.2 Winners and Awards]. Yet, when the jury concludes that it is not reasonable to select any winners as the entries do not fulfill the purpose of the design competition or the quality of the entries is not enough to meet the standards, they may decide not to select the winners.

16.2. Criteria of the Technical Review

- What follows are the major criteria for an evaluation in the technical review.

Classification	Key Points of the Technical Review
Violation of Relevant Law	— National Land Planning Act, Building Act, Parking Lot Act, Urban Development Act, etc. (direct, emergency stairs, evacuation distance, building line, attached parking lots, landscape areas, etc.)
Violation of the Guidelines	— Exceeding the allowable total floor area — Omission of the main rooms — Concerned of exceeding the predicted construction costs due to an excessive design

	<ul style="list-style-type: none"> — Exceeding the standard number of the sheets of the design description — Omission of the content of the drawing plate — Omission of the drawings and documents for submission — Others
Others	<ul style="list-style-type: none"> — Other cases that require the review of the jury members in the main review

[Table 05] Criteria of the Technical Review

16.3. Criteria for Evaluation

- What follows are the keynotes of an evaluation during the design competition review.

Classification	Category	Percent
Communication and Open Government Office Complex	<ul style="list-style-type: none"> • Excellence in Facility Layout and Land Use Efficiency • Appropriateness of Internal and External Space Planning • Convenience and Excellence in Space Utilization, including Installation of Community Facilities • Excellence of Ideas Applied as an Open Government Office Complex Coexisting with Residents • Appropriateness of Public Transportation, Pedestrian, and Vehicle Access Plans 	15
SMART Government Office Complex	<ul style="list-style-type: none"> • Excellence in Safety and Security Planning for the Open Government Office Complex • Excellence in Intelligent Government Office Complex, including Application of State-of-the-Art Technology within Budget Constraints 	20
Green Architecture and Technology Plan	<ul style="list-style-type: none"> • Excellence of Forward-Thinking Ideas Presented for an Energy-Independent Gangbuk-gu Government Office Complex • Cost Efficiency, including Cost Savings • Excellence in Building Structure and Construction Methods 	15
Coexistence and Regional	<ul style="list-style-type: none"> • Excellence in Presenting Plans for Street Activation Measures 	20

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Revitalization	<ul style="list-style-type: none"> • Efficiency of Space Planning and Utilization for Resident Access Facilities • Validity of Organic Circulation and Functional Distribution while maintaining Independence of Workspaces 	
Sustainability	<ul style="list-style-type: none"> • Excellence in Plans for Integrated Government Office Complex or Organic Integration • Integration and Harmony with Surrounding Spaces and Environment • Excellence in Facade Design Plans • Appropriateness of Color and Material Planning 	10
Others	<ul style="list-style-type: none"> • Excellence in the Application of Universal Design Principles • Excellence in Applying Guidelines for Public Space Innovation (Issued by the Ministry of the Interior and Safety) • Additional Requirements such as Measures to Enhance Publicness, Approaches to Special Conditions, etc. 	20
Total		100

[Table 06] Keynotes of Evaluation

16.4. Disqualification

- Participation restriction of the applicant according to 7.2.
- The applicant isn't do so despite he or she avoids a jury as required by Section 15.4.
- False statement for the participation qualification of the applicant.
- Disqualification of entry by the main review committee based on the technical review results.
- Design work, imitating previously revealed another design of others or the applicant him/herself.
- Extreme violation of relevant laws including the Building Act, etc.
- Excessive exceeding or shortage of requirements provided in the design guidelines including the building scale, total construction cost, and detailed area.
- Extreme violation of the submission document standards.
- Presence of expressions or images in the submitted documents that can

specify a certain company.

- Design work that may violate the anonymity rule and the fairness of the evaluation by seeking the advice of the jury members or competition organizers, or any other similar behavior.

17. Results and Announcement

17.1. Announcement of the Results

- The review results will be notified on the official website and Seumteo.
- The review results (statement of evaluation reasons of each jury member) will be revealed together with the names of the jury members and applicants.
- The ordering body and management team of the design competition shall not respond to the questions regarding the review results, and the applicant is not allowed to appeal to any objections about the jury member organization, review criteria, and review results. However, when the participants wish to inquire of the detailed evaluation results, they are allowed to request recordings or videos of the review process to the host or other agencies within 7 days from the review results announcement.

17.2. Winners and Awards

- Awards to the winners

Rank	Awards and Proceedings with the Design Project (Taxes and duties included)
1 st Place Winner (1 entry)	Certificate of award and the priority negotiation rights for the design development, construction document, and design implementation
2 nd Place Winner (1 entry)	A certificate of award & 40 million KRW
3 rd Place Winner (1 entry)	A certificate of award & 30 million KRW
4 th Place Winner (1 entry)	A certificate of award & 20 million KRW
5 th Place Winner (1 entry)	A certificate of award & 10 million KRW

[Table 07] Awards to the Winners

- Winners except for the 1st place winner shall claim the compensation expenses within 15 days from the design competition results announcement date.
- For the joint applications, the compensation expenses are paid to the representative only.
- If there are 3 or fewer runner-up applicants, refer to “Design Competition Operation Guideline” regarding compensation expenses.

17.3. Invalidation

- The applicants who are relevant with the following reasons can be disqualified regardless of the review process according to the agreement among the jury members, and their entries can be invalidated through the review committee’s opinion even after the following cases are found after the review.
 - ① Not following the regulations and requirements of the design competition
 - ② Ignoring the anonymity of the entry
 - ③ Revealing the submitted work before the result announcements of the final review
 - ④ The work of others or the applicant that was revealed before or a similar work
 - ⑤ False information on the submitted documents
 - ⑥ Extreme violation of the related laws so that the entry cannot be supplemented or when resulting in a great change compared to the initial entry if supplemented
 - ⑦ Despite the requirement under the Design Competition Operation Guideline, a jury member is not avoided as required.

18. Design Contract

18.1. General

- The host shall decide the person who submitted the winning entry as the contractor.
- The design contract shall comply with the relevant laws and regulations

of the Republic of Korea and the regulations of the Seoul Metropolitan Government, including planning, intermediate and final design, and obtaining permits. The design fee includes all costs associated with ground surveys, detailed development plans for the special planning zone of Gangbuk-gu government office complex, changes to urban management plans, basic and detailed designs, and various administrative tasks such as reviews, permits, and certifications as necessary. However, matters related to interior design are discussed and determined at the time of signing the design contract regarding the scope.

- The winner must collaborate with professional technical experts in fields such as architecture, civil engineering, landscape architecture, mechanical engineering, information and communication technology, and fire safety to complete the design tasks during the contract execution. In the field of electrical engineering, a separate joint contract must be established.
- The design contract shall be concluded within 10 days from the date of announcement of the evaluation results, unless there are special reasons. However, depending on the circumstances of the host and the conditions for project implementation, the contract deadline may be adjusted through consultation with the contracting party.
- In the event that the host discontinues the project after the contract is signed, payment shall be settled and made up to the point of discontinuation.
- The detailed guidelines regarding tasks shall adhere to the Task Description Document. Participants (teams) must familiarize themselves with the contents of the Task Description Document (draft) and participate in the competition, agreeing to comply with the task requirements by submitting their entries. However, the facility scale provided in the Task Description Document (draft) may be subject to change according to the selected plan. All documents related to the task description and contracts shall be prepared in Korean based on the Task Description Document provided by the host (department).
- If a joint application is formed between a Korean architect and foreign architect, the following must be observed: ① If an individual or corporate body that has foreign architect qualification forms a joint agreement with a Korean architect, one shall submit the plan for the division of labor that indicates the detailed duties of each joint participant in each work stage (schematic design, intermediate design, working design). Also, the

agreement between the joint participants (including the share) and representatives senior system shall be submitted by the time of reach agreements on the schematic design and working design service with the host. ② The representative of the joint application shall be a Korean architect.

- The designer shall enter into a separate service contract for 'Implementation of Design Intent' in accordance with Article 22 of the Act On The Promotion Of Building Service Industry, and shall perform tasks such as interpreting and consulting on design documents, selecting and reviewing materials and equipment, reviewing detailed construction drawings and designs, and registering architectural registers and status maps.

18.2. The obligations of the Contracting Parties

- The host may request modifications to the selected work due to reasons such as requests from the review committee, changes in budget, policies, or project plans, or supplementary requirements from the review committee. The winner must reflect such modifications in the contract after mutual agreement on their appropriateness. However, depending on the scope and nature of the design changes, the host shall provide appropriate compensation.
- The winner must comply with any changes in government policies or operating policies of the implementing agency that require either a complete cancellation of the design or partial modifications to the design content.
- The winner must actively cooperate with the host in performing tasks related to this project, including preparing and submitting various documents requested by the host.
- The winner must fulfill various tasks required by laws and regulations, such as permits, approvals, consents, reviews, consultations, etc., during the execution of the design contract. If the host fulfills these tasks, the winner must cooperate by providing necessary documentation and performing tasks accordingly.

18.3. Transfer Regulations

- If the winner gives up the design rights or is unable to carry out the

design for reasons such as the following, the right to design may be granted to the next-ranked participant. In this case, the compensation of the next-ranked participant must be fully refunded, and the host shall pay the refunded compensation to the first-place winner:

- If the winner forfeits the right to negotiate priority for the basic and implementation plans,
 - If facts are discovered after the decision of the winning work that render the above caution disqualified or invalid,
 - If the selected company for the winning work has its registration canceled, is on hiatus, closed, or suspended from business operations, leading to insufficient legal requirements for the basic and implementation designs,
 - If false information or significant deficiencies are found in the documents submitted by the winner,
 - If the winner is unable to smoothly perform the design work due to unavoidable reasons by themselves or others,
 - If the winner unreasonably demands excessive design fees without justified reasons.
- If disqualification reasons are discovered for the winner, the selection shall be deemed void before the contract is concluded, and if discovered after the contract is concluded, the contract shall be voided (with the recovery of any advance payments and deposits), and the winner shall bear civil and criminal liability for project delays as stipulated by relevant laws. In other cases of awarded works, the award may be revoked, and any prize money may be recovered, with civil and criminal liability imposed.
 - If the contents of the proposal submitted by the winner are intentionally distorted or do not correspond to the truth, or if, due to reasons attributable to the winner (designer), such as excessive exceeding of other budgets (more than 20%), making the smooth progress of the project impossible, the winner (designer) must bear the cost of modifying the design at their own expense to proceed with the project within a schedule acceptable to the host. If the host refuses these efforts or if, despite efforts, serious disruptions occur in the project progress due to budget overruns or technical reasons, the host may terminate the contract with the designer. In this case, the designer must return the rights to planning, intermediate, and final design, as well as any design fees

received, and the host may enter into a contract with the next-ranked work.

19. Return of the Entry

19.1. General

- Winners will be exhibited for a certain period, and the participants are considered to agree with it by submitting an entry.
- The exhibition period and space will be separately announced, and the entries (drawing plate and model) will be returned to the applicant after the exhibition period.
- The period and place of exhibition and return will be separately announced.
- The applicant itself or a deputy should bring an ID or letter or attorney and visit the announced place within the designated returning period to receive the submitted entry, and the applicant is responsible to make payments regarding relevant matters.
- The entries that are not returned during the returning period will be randomly disposed by the host, and the applicants shall not raise any objections regarding the host's action.

20. Other Regulations

20.1 Copyright

- The entries must be original creations and must not infringe upon the copyrights of others. Participants (teams) bear all responsibilities for any infringement of others' copyrights, and if such infringement is found, the award will be revoked.
- All rights to the entries (including copyrights and ownership) belong to the participants (teams), and the host may, if necessary, acquire the copyrights to the entries or obtain permission for their use. In such cases, separate agreements will be made with the participants (teams).
- However, the host may utilize the entries for non-commercial purposes related to content (such as publication on SNS or websites, archiving, reproduction of works, exhibitions, distribution, broadcasting, and creation of derivative works) and publications (production and sale of white

papers) without separate compensation or agreement with the participants (teams). Participants are considered to have agreed to this by submitting their entries and must actively cooperate with the above-mentioned exhibitions, publications, and publications.

20.2 Dispute

- The design competition is conducted in accordance with the laws of the Republic of Korea, and in the event of a dispute related to the competition, it shall be settled or adjudicated in courts located in the Republic of Korea.

20.3 Exhibition and Publication

- The host may, if necessary, hold an exhibition and publish the results of the design competition as a white paper to be made available to the public..

20.4 Others

- By registering for the design competition, participants are considered to comply with these regulations, and participants who violate these regulations will lose their eligibility to participate in the design competition.
- Any matters not specified in these guidelines shall be governed by the 'Guidelines for the Operation of Architectural Design Competitions (Ministry of Land, Infrastructure and Transport Notification No. 2023-180).'

II. Design Guidelines

1. Overview of Design

1.1. Objectives

- The design objective is to construct a new complex that incorporates public offices and community facilities, including the government office complex:
 - Public office construction: Gangbuk-gu Office, Gangbuk-gu Council, Health Center, Suyu 3-dong Community Center
 - Community facility construction: Youth Support Center, Community Cultural Center (Community Hall), and neighborhood living facilities

1.2. Scope of Design and Tasks

- Tasks related to architectural design and construction permitting for the new Gangbuk-gu government office complex, which includes public offices and community facilities
- Detailed development plan (draft) for the Gangbuk-gu Office's special planning zone

1.3. Overview of Construction

Classification		Plan (draft)
Site Address		Around 13, Dobong-ro 89-gil, Gangbuk-gu, Seoul, S. Korea (192-59 Suyu-dong, Gangbuk-gu, and 8 other plots)
Area and Zone		General Commercial Area, District Unit Planning Zone (Suyu-dong and Bon-dong), and Special Planning Zone (Gangbuk-gu Office)
Design Scope	Construction Type	Demolition and new construction
	Construction Purpose	Public office facilities [Public office] Gangbuk-gu Office, Gangbuk-gu Council, Health Center, Suyu 3-dong Community Center [Community facility construction] Youth Support Center, Community Cultural Center (community hall), and neighborhood facilities.
	Area Size	Approximately 6,400㎡ ※ The total area of the 9 plots is 8,103.70㎡, but the site will be re-adjusted according to the special planning zone of

		Gangbuk-gu Office
Architectural Scale		Total Floor Area: 65,532m ²
Building Coverage Rate/ Floor Area Ratio		Building coverage ratio below 60%, floor area ratio below 800%.
Parking		Over 460 spaces

- ※ The total floor area can be adjusted within $\pm 3\%$ of the total.
- ※ The project scale (total floor area, construction cost, design service fee, etc.) may change depending on the circumstances of the host.

[Table 08] Architecture overview

2. Competition Site

2.1. Surrounding conditions

- Current urban management plan status
 - The area is currently a semi-residential area. However, according to the Seoul Metropolitan Government Notification No. 2022-342, the urban management plan (the district unit plan zone and plan for Suyu-dong and Beon-dong) decision (amendment), it is scheduled to be changed to a **general commercial area** when the detailed development plan is established.



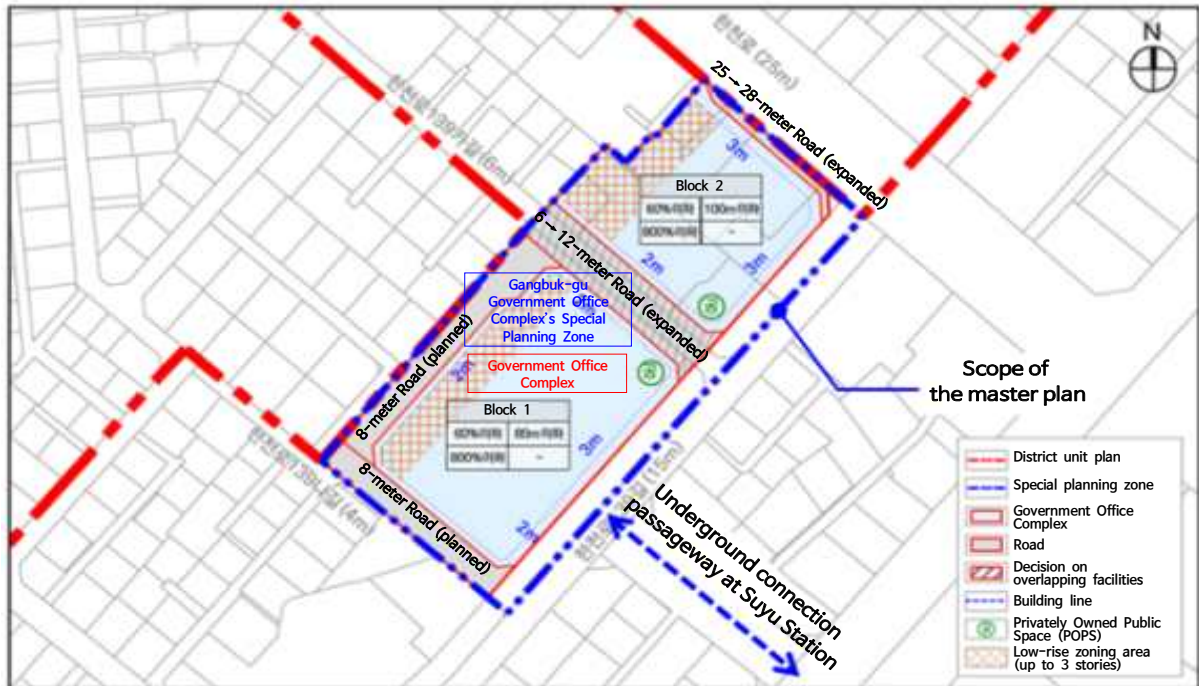
[Fig. 01] The Front Side of the Drawing Plate Map showing the location of the district unit plan zone of Suyu-dong and Beon-dong and the special planning zone of the Gangbuk-gu Office.

- Key details of the Special Planning Zone of the Gangbuk-gu government office complex¹⁾
 - The Special Planning Zone of the Gangbuk-gu government office complex includes 9 lots and 4 roads, with a total area of 9,485.6m². Excluding roads and other infrastructure, the project site area is approximately 6,400m². Lot 1 is about 3,750m², and Lot 2 is about 2,650 m².
 - According to the “Seoul City’s New Municipal(gu) Government Office Complex Floor Area Ratio Planning Standards in the District Unit Plan Zone (March 2021)”, public buildings must secure a floor area ratio (FAR) below the standard FAR, at least 30% of the total FAR, and more than half of the relaxed FAR (allowed FAR - standard FAR) must be allocated for public purposes (such as community halls, youth support centers, etc.)²⁾.
 - Accordingly, the government office complex (Gu Government office complex, Gu council, health center, community center, sports facilities) will be designed with a floor area ratio of up to 600% and a total floor area not exceeding 38,400m².
 - For the Special Planning Zone of the Gangbuk-gu government office complex, when granting building permits, a detailed development plan must be established to finalize the district unit plan. Additionally, decisions on overlapping urban planning facilities must be confirmed together when creating structures such as three-dimensional passageways between Block 1 and Block 2.

1) Seoul Metropolitan Government Notification No. 2022-342: Decision (amendment) on the urban management plan (the District unit plan zone of Suyu-dong and Beon-dong) and notification of the topographic map

2) Under the “Seoul City’s New Municipal(gu) Government Office Complex Floor Area Ratio Planning Standards in the District Unit Plan Zone (March 2021)”, according to Clause 10(f) (libraries), Clause 11 (facilities for the elderly and children), Clause 13 (sports facilities), and Clause 27 (children’s halls) of Appendix 1 of the “Enforcement Decree Of The Building Act”, these facilities are not recognized as public purposes for applying the floor area ratio (FAR) incentive. Instead, they should be included in the standard FAR as amenities of public buildings (except where such facilities are recognized as lacking in the community area according to the living zone plan)

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex



[Fig. 02] Gangbuk-gu Government Office Complex's Special Planning Zone



[Fig. 03] Site View

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification		Planned Content	
Zone		Gangbuk-gu Government Office Complex's Special Planning Zone	
Area of the zone		9,485.6㎡ (government office complex area: 8,443.0㎡)	
Land use zone		Semi-residential area → General commercial area (upon establishment of the detailed development plan)	
Purpose	Government Office Complex	Gu Government Office Complex, Gu council, health center, community center	
	Public purpose	Youth support center, community cultural center (community hall)	More than 50% of the floor area ratio outside the government office complex
Building coverage ratio		60% or less	
Floor Area Ratio (FAR)		Standard: up to 600%, Permitted: up to 800% ※ Public offices and associated facilities should be developed within the standard FAR of 600%.	
		<div style="text-align: center;"> New Gu-Government Office Complex Building (Example) </div> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>3rd class general residential area</p> </div> <div style="text-align: center;"> <p>3rd class general residential area → General Commercial Area</p> </div> </div>	
Height		Block 1: Up to 80 meters / Block 2: Up to 100 meters	
Building Placement and Form		Considering the adjacent areas, place buildings apart from each other as low-rise structures of up to three stories within 10 meters. Considering user convenience, create a three-dimensional passageway between Buildings 1 and 2.	
Public Spaces Within the Site		Develop public open spaces at the junction along Hancheon-ro 139-gil	
Others		Secure additional parking to compensate for the 45 spaces lost due to the removal of an existing parking lot Plan for the expansion of Hancheon-ro and securing of back roads considering the development scale Determine the spatial scope for uses other than the Government Office Complex during the establishment of the detailed development plan ※ Depending on the detailed development plan, decide (change) urban planning facilities and change the scope of overlapping decisions when any road is newly established and changed.	

[Table 09] Key Details on the Special Plan Zone of the Gangbuk-gu Government Office Complex

2.2. Site Status

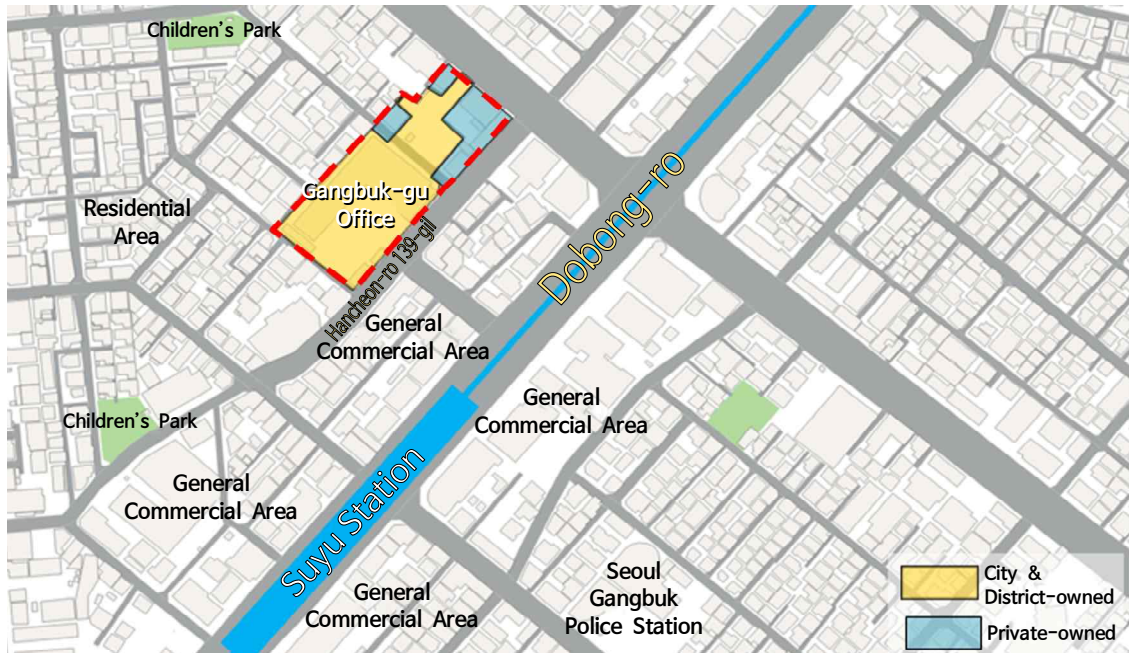
- The site consists of city-owned land, district-owned land, and privately owned land across 9 parcels. On the private land, there are obstacles, including 5 buildings that require compensation and demolition, with a combined total floor area of 4,041.3㎡.

INTERNATIONAL DESIGN COMPETITION
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- The site is bordered by Hancheon-ro 139-gil (a 15m road) to the south and Hancheon-ro (a 25m road) to the north, with a 6m road (Hancheon-ro 139ga-gil) crossing the property.
- The site is located within 100 meters of Suyu Station on Subway Line 4, and is serviced by six Blue and Green bus routes via nearby Dobong-ro, providing excellent regional accessibility.
- Within a 250-meter radius of the site, there is a children's park, and the area nearby is densely populated with low-rise residential buildings. Residential facilities and neighborhood facilities are located close to the boundary of the site. Therefore, during demolition, construction, and facility operation, it is crucial to ensure the structural stability of adjacent facilities and maintain a pleasant living environment.

Legal district	Location	Area (㎡)	Owner	Cadastral map status
Suyu-dong	192-59	5,100.2	Gangbuk-gu	
	190-11	1,307.2	Gangbuk-gu	
	190-84	15.6	Seoul	
	190-8	656.9	Private-owned	
	190-9	358.0	Private-owned	
	190-14	157.4	Private-owned	
	190-45	150.4	Private-owned	
	190-46	45.0	Private-owned	
	190-49	313.0	Private-owned	

[Table 10] Current Status Map of the Project Site for a New Gangbuk-gu Office



[Fig. 04] Current Status of the Site

3. Spatial Configuration

3.1. Basic Direction

[Government Office Complex] Gangbuk-gu Office, Gangbuk-gu Council, Health Center, Suyu 3-dong Community Center

- Consolidate scattered administrative facilities (Gangbuk-gu Office, Gangbuk-gu Council, Health Center, Suyu 3-dong Community Center) to provide one-stop administrative services.
- Develop a comprehensive civic center on the ground floor to improve accessibility and convenience for citizens.

[Community Facilities] Care Center, Youth Support Center, and Community Cultural Center (Community Hall), Neighborhood Facilities

- Create spaces that facilitate interaction and are accessible to everyone from infants to the elderly.
- Develop as the key hubs for residents' daily life and cultural activities by expanding community-oriented social overhead capital (SOC) such as cultural and sports facilities, care centers, and others, and provide leisure and cultural attractions for the community by establishing an observation deck with views of Bukhansan Mountain and neighborhood facilities.

3.2. Master Plan

- Applicants must establish a master plan based on “the District Unit Plan of the Gangbuk District Government Office Special Planning Area” as depicted in [Fig. 02]. (※ Minor adjustments including adjustments on the boundary lines are allowed according to the article, Minor Changes per District Unit Plan)
- Consider the integration of an underground public pedestrian passageway connecting to Suyu Station. (※ Note that this aspect of the project is being handled by a separate consultancy, and its cost is not included in the main construction budget)
- Plan and position the building structures to comply with the zoning regulations of the district unit plan zone of Suyu-dong and Bon-dong and the special planning zone of Gangbuk-gu Office.
- Provide basic guidelines for the detailed development plan of the special planning area of the Gangbuk-gu Office, if necessary, consider potential inter-block connections (both aboveground and underground) and propose necessary changes to the urban management plan to facilitate these connections and ensure regulatory compliance.

3.3. Spatial Configuration by Area

Classification		Area (㎡)	Ratio (%)	Remarks
Government Office Complex	Gu Government Office Complex	15,529.43	23.70	
	Gu Council	1,750.46	2.67	
	Health Center	3,566.96	5.44	
	Suyu 3-dong Community Center	1,166.40	1.78	
	Sum ①	22,013.25	33.59	
Community Facilities	Community Hall	2,400.00	3.66	
	Book Lounge	1,450.00	2.21	
	Youth Center	1,450.00	2.21	
	Care Center	350.00	0.53	
	Sports Facility	1,500.00	2.29	
	Observatory	900.00	1.37	
	Neighborhood Facilities	1,920.00	2.93	
	Sum ②	9,970.00	15.21	

Classification	Area (㎡)	Ratio (%)	Remarks
Total Dedicated Space (①+②)	31,983.25	48.81	
Other Space ③ (Common Areas + Facilities Space + Parking Lot)	33,548.30	51.19	
Total Floor Area (①+②+③)	65,531.55	100.00	

※ The total floor area can be adjusted within $\pm 3\%$ of the overall total. For the government office complex, adjustments can be made within $\pm 3\%$ at the sub-category level. For community facilities, adjustments are possible within $\pm 5\%$ at the sub-category level, and for other spaces, adjustments can also be made within $\pm 5\%$

[Table 11] Spatial Configuration by Area (Draft)

- Architects have the flexibility to propose the number of floors and the height of the building within the limits set by relevant regulations.
- Adjustments to the building's total floor area are possible within a range of $\pm 3\%$, but plans must be feasible within the estimated construction costs.
- To create a complex cultural space reflecting contemporary trends and diverse citizen needs, most areas should aim for expandability and adaptability with no boundaries. However, spaces serving public functions, such as the Government Office Complex (Gu-Office Complex, Gu council, health center), cultural hall, sports facilities must have dedicated, independent spaces.
- Designers can propose specialized spaces unique to the Gangbuk-gu Office that differentiate from existing public service facilities, but these must be planned within the total allowable floor area.

4. Architectural Plan

4.1. General Requirements

- The Gangbuk-gu Government Office Complex should serve as a public facility that offers familiarity, convenience, and safety. It must fully function according to its intended use, achieving social, technical, and aesthetic harmony. The design should meet all conditions including strength, durability, economy, constructability, aesthetics, and environmental friendliness as per structural standards.

- The winner of the design competition will be responsible for designing areas including architecture, structure, mechanical/electrical/telecommunication, lighting, fire safety equipment, eco-friendly facilities, civil engineering, and landscaping. This also includes tasks related to urban management planning changes (support).
- The competition winner must closely collaborate and coordinate with operators of individual sectors, ensuring an integrated approach. Additionally, during the interior design phase, such as the creation of custom furniture, the designer must provide consultancy (consultancy fees to be paid separately)

4.2. Layout and Outdoor-Space Plans

- Given the proximity of residential and community facilities near the project site, plan construction and operation to maintain a pleasant living and traffic environment continuously. Also, pay special attention to the structural stability of adjacent buildings due to their closeness to the project site.
- As a government office complex, differentiate security and circulation plans by tenant agencies, functions, and users. Establish a flexible layout plan that can adapt to changes in future space demands.
- The new Gangbuk-gu Government Office Complex is intended to serve as a hub for local life and cultural facilities. Therefore, programs for residents should be placed in locations that are easily accessible to pedestrians (including those with mobility impairments) both on the ground and underground. The ground and lower ground floors, including underground levels, are planned as cultural facilities and shared spaces for citizens, with an open building concept allowing for creative proposals from designers.
- Outdoor spaces should be designed as versatile areas that can be used year-round, day and night, maximizing their use for various local cultural events and voluntary activities by different community groups. Incorporate features such as plazas, rest areas, and walking paths and consider these elements actively in the building plan.
- Landscaping and rest areas should consider facilities for users with young children, the disabled, and the elderly, including appropriate convenience

installations.

- External installations (outdoor shelters, outdoor structures, renewable energy systems, etc.) should ensure stability considering potential environmental impacts like typhoons, heavy snow, and torrential rains.

4.3. Parking and Circulation Plans

- Since the current public parking lot is being demolished to construct this facility, plan for parking services available to residents 24 hours a day.
- Prioritize pedestrian circulation and design to prevent interference between vehicular and pedestrian traffic (consider vehicle entry and exit locations, visibility around the site, and ensure a safe commuting environment for youth and children during and after construction). Given the site's proximity to a densely populated residential area, plan vehicle circulation to minimize traffic congestion during peak commuting times.
- Plan access routes directly from Suyu Station through an underground public passageway, referring to Material 03 (note that this document is subject to change as it is currently under development)
- Plan for parking spaces on the ground level for vehicles transporting children. Additionally, design parking spaces for users with infants, children, and disabled individuals to be conveniently and safely located near the main entrance for easy access.
- Plan locations and quantities for electric vehicle charging stations in accordance with the “Act On Promotion Of Development And Distribution Of Environment-friendly Motor Vehicles”.
- Establish circulation plans for evacuation and fire department access to ensure rapid and efficient response in case of fire or other emergencies.
- As the usage of personal mobility devices like electric scooters is increasing and shared mobility options (shared bicycles, scooters, etc.) are expanding rapidly, incorporate related circulation and spatial plans.
- Plan separate circulation paths for infection-related visits and general health service visits at the health center to ensure they do not intersect with other facility users.
- Reflect the capability for the community facilities to operate during

off-hours (nights, weekends, etc.) in the circulation planning to enhance accessibility and convenience.

4.4. Floor Plan

- Design the Government Office Complex and community facilities to be rational and efficient, maximizing their use by the public.
- Incorporate modern facilities and construction methods, and design spaces to be managed efficiently with minimal personnel.
- Plan similar spaces within the same zones as much as possible and carefully review the circulation plans to minimize congestion.
- Design the building to maximize its use while ensuring compliance with all relevant regulations, including egress regulations.
- Select modules suitable for the purpose and structure of each room, but design office areas with open, adjustable boundaries to allow for flexibility in office layout changes. Additionally, plan the underground parking to be used as a shared resource.
- Place public service facilities, administrative support spaces, and community convenience facilities on the lower floors, and allocate office spaces to the upper floors. Through functional separation and zoning, plan to enhance both the public accessibility of the building and the efficiency and utility of office work.
- Distribute areas for rest and meetings throughout the facility, and plan for views of Bukhansan Mountain beyond just the observation deck.
- Concentrate various facilities and support services to simplify the overall management of the new Government Office Complex and plan a control room for centralized management.
- Plan the nursery school separately from workspaces.

4.5. Detailed Facility Plan

- **General Provisions for Government Office Complex**
 - Plan the office spaces and related areas by referring to the organizational chart and fixed number of the government office complex. Link the work spaces such as smaller meeting rooms, reference rooms, storage areas, and tea making room

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

- Gangbuk-gu Office: 995 staffs (Fixed number: 874, Outside of the fixed number: 81)

Classification	Personnel	Classification	Personnel	Classification	Personnel
Gangbuk-gu	2	Bureau of Culture and Leisure	1	Bureau of the City Management	1
Redevelopment and Reconstruction Support Unit	6	Department of Culture and Tourism	21	Department of Housing	25
Auditing Officer	23	Department of Community Sports	13	Department of City Planning	17
Public Relation Officer	16	Department of Education Support	17	Department of Urban Regeneration	21
Bureau of Administration Management	1	Department of Environment	24	Construction Department	25
Department of Administration Support	44	Department of Sanitation Administration	59	Department of Parks and Green Spaces	27
Department of Local Autonomy Administration	22	Welfare Bureau	1	Department of Real Estate Information	26
Department of Disaster and Safety	24	Department of Welfare Policy	25	Bureau of Traffic and Construction	1
Department of Civil Service and Passports	29	Department of Social Security	40	Department of Traffic Administration	29
Department of Digital Information	20	Department of Women and Family	26	Department of Road Management	26
Bureau of Planning & Finance	1	Department of Aging and Disability	27	Department of Safety and Water Conservation	20
Department of Planning & Budget	25	Department of Youth	20	Department of Construction Management	25
Department of Accounting	16			Department of Parking Maintenance	26
Department of Local Economy	19				
Department of Employment and Youth	16				
Department of Taxation 1	34				
Department of Taxation 2	33				
Total	874				

[Table 12] Personnel Status of Civil Servants (Gangbuk-gu Office) (as of January 8, 2024)

- District Council: 38 members (Operations Committee: 3, Number of councilors: 14), Health Center: 161 staffs (Fixed number: 122, Outside of the fixed number: 39), Suyu 3-dong Community Center: 26 staffs (Fixed number: 26) + Dong- Headquarters staff: 4

Classification	Personnel	Composition
Gangbuk-gu Council	38	<ul style="list-style-type: none"> Specialist Advisors: 3, Secretary-General: 1, Staff: 34 Committees: 3, Number of councilors: 14 (Chairperson: 1, Vice Chairperson: 1, Committee Chairs: 3, Members: 9)
Health Center	122	Director: 1, Health and Sanitation Division: 24, Health Promotion Division: 35, Medical Division: 20, Community Health Division: 42
Suyu 3-dong Community Center	26 (30)	Community Center: 26, Dong Headquarters: 4

[Table 13] Personnel Status of Gangbuk-gu Council, Health Center,
and Suyu 3-dong Community Center (as of January 11, 2024)

- Plan the office spaces with flexibility in mind to accommodate potential future changes such as fluctuations in the number of civil servants or organizational restructuring. Ensure that workspaces can be adjusted or reconfigured as needed.
- Organically plan the layout of similar spaces and ancillary facilities of major rooms.

• Gangbuk-gu Office

① Meeting Room

- Design the meeting room considering its size and purpose with an operational room that can handle indoor broadcasting and meeting equipment.
- The operational room should be sized appropriately for the broadcasting and meeting equipment and the operators, with the meeting room designed to include:
 - A) Main Situation Room and Conference Room: Capable of remote video conferencing, planned with video and sound equipment (network devices, monitors, cameras, conference microphones, etc.).
 - B) Bureau-Specific Meeting Room: Aligned and distributed by bureau to facilitate bureau and department-specific meetings.
 - C) Small Meeting Room: Conveniently located near relevant departments.
 - D) Meeting Room's exterior walls use transparent materials so that the usage can be visible from outside, but design to block views for confidential meetings. The interior walls should be writable surfaces like back-painted glass.

② Restaurants

- Locate the restaurant in a scenic area or linked to a floor with a planned rooftop garden to facilitate natural relaxation after meals.
- If placed on the top floor, consider the peak usage times in the core planning. Design the kitchen for easy food distribution and management, and plan spaces for restaurant staff breaks and food storage.
- Include spaces for small group meetings (10-20 people) during meals.

③ Lounge

- Place lounges on each floor close to workspaces for easy access during working hours.
- Design separate lounges for males and females, distributed for convenience, with nursing rooms planned in women's lounges for employees with infants and spaces for pregnant or physically challenged employees to rest.

④ Civil Affairs Office

- Integrate the departments of civil affairs and passport, real estate information, senior and disabled services, traffic administration, taxation 1 and 2 into one space that performs both public service and general office tasks.
- Separate the circulation paths for public service and general office tasks.
- Consider an open building concept for the civil affairs office, proposing flexible floor placement and layout considering pedestrian access, public open space planning, and connections between underground and ground levels.
- Plan civil affairs offices on lower floors for easy public access but consider connecting paths from the lobby.
- Plan transparent consultation booths for welfare and architectural services, equipped with CCTV and emergency bells.
- Design service counters to be accessible for wheelchair users and children.
- Place busy departments like the building and construction management near the general service office to ensure organic linkage of services.
- Avoid planning department-specific consultation areas, and plan to

perform these tasks in common (recreational) areas on each floor.

⑤ Civil Defense Shelter

- Install according to the “Regulations for Emergency Shelter Facilities in Government Buildings” (Ministry of the Interior and Safety Ordinance No. 3).
- The facility should be capable of continuous operation during emergencies, isolated from hazardous facilities, and easy to secure and evacuate, such as with nearby elevators and external exits.
- The underground facility should be constructed with reinforced concrete and equipped for use during emergencies with a national command communication network, heating/cooling systems, emergency water supplies, emergency power generation, accommodation facilities, and sanitation facilities.
- Plan for use as temporary accommodation for residents affected by disasters.
- Operate as a unified defense control room during emergencies and wars, located underground with meeting facilities and support facilities nearby.
- Plan for normal times use as an underground joint situation room.
- Configure the space for immediate setup of a unified defense command post or joint military situation room during emergencies, requiring controlled access (security communication networks, in-house CCTV monitoring, etc.).

⑥ Emergency Operations Room

- Set up as an operations room for collecting and disseminating disaster information such as wildfires, snow removal, and flood control, for conducting tasks such as managing situations, and commanding during disasters, linked with the disaster safety department.
- Arrange the location considering the circulation paths with related departments (Parks and Green Spaces, Road Maintenance, Safety and Water Conservation).
- Provide a waiting space for staff of related departments.

⑦ Nursery School

- Plan the nursery school in accordance with Article 9 of the “Enforcement

Rule of the Child Care Act,” which sets standards for the establishment of childcare facilities.

- Preferably locate the nursery on the lower floors of the building and ensure the safety of infants and toddlers in the vicinity. Special attention should be given to preventing safety accidents, including separate vehicle access routes for drop-off and pick-up and isolated child movement pathways.
- Design the space to connect indoor and outdoor areas (utilizing an outdoor plaza or rooftop garden) for unrestricted play activities, and plan distinct circulation paths.

⑧ Bank

- Design the bank primarily to serve as the district treasury, catering mainly to employees while also being accessible to the general public. Include features typical of commercial banking services. Plan the layout to facilitate easy access and loading operations for cash transport vehicles. Additionally, design a separate entrance to allow for ATM use during the night, ensuring convenience and security for users outside regular banking hours.

⑨ Comprehensive Document Office

- Design the Comprehensive Document Office as a large-scale archive for storing major documents of the district office. Arrange it so that responsible staff can easily access the documents.
- As a security-sensitive facility, separate it from the circulation paths of public facility users, such as community service centers. Plan for easy transport of large volumes of records by positioning it near elevators and exits that connect to the outside, ensuring that handling and accessing large records is not cumbersome.

⑩ CCTV Control Center

- Design the CCTV Control Center as a separate, independent security space dedicated to managing and monitoring for the safety of the citizens. Plan to include a control room, equipment room, office, lounge, and meeting room within this independent space.
- Operate the center 24 hours a day, ensuring a comfortable working environment for the staff. Plan its location adjacent to the operations

room to enable coordinated responses to situations.

- Install the integrated control center according to the “Integrated Control Center Construction Guidelines,” including necessary facilities such as constant temperature and humidity control, UPS (Uninterruptible Power Supply), and access floor.
- For optimal communication efficiency, position the center centrally within the building at the load center point.

⑪ Fitness Training Room

- Include basic gym facilities and a group exercise room for activities such as yoga.
- Plan for separate changing rooms and shower facilities for men and women.

• **Gangbuk-gu Council**

- Plan as a space separate from the Gangbuk-gu Office.

① Main Conference Hall

- Plan the conference space to accommodate 14 council member seats, representing a symbol of local governance. Design it to enhance meeting efficiency and create a pleasant environment. Additionally, the location, size, and interior arrangement should symbolize the council.
- When not in session, plan pathways for visitors to tour the main conference hall, making it accessible to the general public.
- Place the chairperson’s seat at a higher position in the front center, relative to the council and executive seats. In front of the chairperson’s seat, plan for a podium and stenographer’s desk, and provide space on either side for three council office staff members to assist during sessions. Plan a separate entrance and exit path for the chairperson.
- Arrange 14 fixed council seats (including the chairperson), ensuring the aisles are spacious enough to avoid congestion and allowing for the addition of more seats considering potential increases in council members.
- Position the executive seats next to the council seats for executives (directors and above) to respond to inquiries from the council members.

- Design the public gallery with fixed seats at the back of the council seats, arranged for a clear view of the entire hall, and include dedicated seats for wheelchair users and other disabilities.
- Include about 40 seats in the public gallery for executive staff and press reporters.
- The ceiling height should be equivalent to two stories of a typical office space.
- Plan a lobby for the main conference hall that includes necessary space for attendees to rest during breaks in sessions.

② Committee Room

- Arrange the chairperson's seat and committee members' seats in a 'U' shape, with seats for the council office staff and executive branch officers directly opposite the chairperson for responses and a public gallery.
- Plan a separate conference room (policy seminar room) for brief meetings of committee members and for council office staff and executive branch officers to wait, monitor meetings, and prepare response materials.

③ Chairman's Office

- The office should include a workspace and a small meeting area presided over by the chairman. Equip the workspace with audio-visual facilities for meetings and provide a restroom and rest area for the chairman's use.
- Additionally, plan for a secretarial office and a space to receive and meet with constituents.

④ Vice Chairman's Office

- The office should include an executive office and a secretarial office.
- The Vice Chairman's secretarial office will be the same space as that of the Office Manager and will be shared.

⑤ Committee Chairman's Office

- Plan six individual offices equipped with PCs and facilities to facilitate research and preparation for legislative activities, allowing committee members to prepare for and organize meetings efficiently.

- Provide a secretarial office that can accommodate 2-3 staff members to manage the six offices.
- ⑥ Councilor's Research Room (Legislative Research Office)
 - Design six individual offices equipped with PCs and other essential facilities to facilitate council members in their data research and preparation for legislative activities, ensuring efficient meeting preparation and organization.
 - Provide a secretarial office that can accommodate 2-3 staff members to manage these six rooms effectively.
- ⑦ Auxiliary Facilities
 - Office Manager's Office: Equip the office manager's space with a work area, reception area, meeting facilities, and a secretarial area (shared with the Vice Chairman's secretarial office).
 - Council Office: Organize the workspace into teams for legislative support, procedural matters, and public relations. Provide a space near the entrance where visitors or other department staff can meet with designated officers without having to go to their desks. Also, allocate a small storage room for files and documents.
 - Specialist's Office: Create a separate space adjacent to the council office that can accommodate five staff members and includes a reception table.
 - Reference Room: Set up a space for storing and reading materials needed for legislative activities, including shelves for books and a reading area.
 - Lounge: Appropriately furnish a rest area for council members, staff, and audience members.
 - Legislative Meeting Room: Prepare a separate space equipped with three work desks and a reception table that can seat 8-10 people.
 - Broadcast Room: Provide a space adjacent to the main conference hall and committee rooms equipped for broadcasting meetings and controlling audio sound.

- **Gangbuk-gu Health Center**

- Design the public health center facilities as a separate space from other facilities, considering the uniqueness of health, administrative, and civil service functions. Plan for distinct and independent circulation paths within the facility to ensure efficient flow and privacy.
 - Plan the screening clinic to operate independently from regular health center services in case of an infectious disease outbreak. Position it to allow easy access for ambulances. The screening clinic should include negative pressure systems and HEPA filters to ensure safety and infection control.
 - Allocate health-related service areas (clinics, examination rooms, etc.) to the lower floors (1st and 2nd floors) of the building, and place office spaces on the upper floors.
- ① Tuberculosis Control Room: Plan this as a negative pressure sputum room divided into an anteroom and main room, linked to the clinical examination room and radiology room.
 - ② Consultation Room and Smoking Cessation Clinic: Space planning should ensure privacy from public exposure, with a separate storage area included.
 - ③ Radiology Room: Divide into rooms for general X-rays, a second X-ray room, and a bone density test room. Plan for separate male and female changing areas for each room.
 - ④ Clinical Examination Room
 - Organize into areas for reception, administrative work, a central laboratory, electrocardiography, water testing, tuberculosis testing, and storage.
 - The central laboratory should include a separate waste storage facility (3 tons or more, with level sensors).
 - The water testing and tuberculosis testing rooms must have separate ventilation and sterile facilities.
 - ⑤ Waste Disposal Room: Integrate this with the clinical pathology room.
 - ⑥ Physical Therapy Room: Include a separate laundry room within the physical therapy area.

⑦ Oral Health Center

- Arrange the dental treatment rooms and oral health education rooms to be interconnected (allowing movement between rooms) but plan separate entrances for each.
- Place the dental equipment room within the dental treatment room or the oral health education room.

⑧ Pharmacy and Medication Storage: Arrange these spaces to allow easy movement between them.

• **Generals of Community Facilities**

- Designers are free to propose the number of floors and the height of the building within the scope of relevant regulations, according to their design intentions.
- Designers can propose specialized spaces that differentiate from existing government office complex and libraries.

• **Community Hall**

① Cultural Hall

- Plan the cultural hall to serve as a space that meets the cultural needs of the community for various activities, such as performances (music, screenings), seminars, and lectures. Design it as a boundary-less, adaptable space capable of transforming from active to static settings, incorporating features like spatial separation and integration, and foldable movable seating.
- Implement a black box theater configuration, and ensure at least 200 retractable seats are available.
- Plan for a stage, control room, green rooms, instrument storage room, loading dock, etc. Design service spaces and circulation paths to accommodate various events and banquets.

② Seminar Room

- Plan the seminar room to be adaptable, ensuring it can accommodate seminars, cultural programs, and workshops that align with community

demands and societal trends. The room should be designed to be versatile, matching the operational plans intended for its use.

③ Community Shared Space

- Plan the community shared space to support hobbies and creative activities of diverse residents (including different ages, genders, occupations, and multicultural backgrounds) and to be utilized for various events. Design the space to be accessible to all residents, ensuring no groups are marginalized. Consider adaptability in the design to actively respond to frequently changing trends and community needs.

- **Care Center**

- Plan as an integrated “Neighborhood Care Center”. Refer to the “2023 General and Integrated Neighborhood Care Center Operating Manual” (Seoul Metropolitan Government, March 2023) for planning.

- **Sports Facilities**

- Plan the sports facilities according to the “Guidelines for the Construction and Operation of Community-Based National Sports Centers” (Ministry of Culture, Sports and Tourism, May 2018) taking into account the standard model for community-based sports centers in urban growth areas like Gangbuk-gu.
- ① Multipurpose Gymnasium: Plan a space considering guidelines of 595m² or less, accommodating 3 badminton courts and a basketball court (excluding spectator seats).
- ② Offices and Exercise Prescription Rooms, Gym and Free Weight Zone: Refer to guidelines. Plan the space to specialize in community health promotion and rehabilitation, as it will operate programs linked with public health centers and exercise prescription rooms.

- **Neighborhood Facilities**

- Plan the layout of the neighborhood facilities to be located either underground or on the ground level, ensuring pathways are connected to both the underground public pedestrian pathways and the active street sections on the ground floor.

- Design neighborhood facilities not only for general retail purposes but also to include spaces for elderly and disabled employment, youth ventures, and various events to stimulate commercial activity.
- **Observation Deck**
 - Plan on the topmost floor as much as possible, to allow for views of the Gangbuk district landscape.
 - Plan for access from the public building and community convenience facilities so that both residents and staff can freely use it.
 - Plan to also use it as a reception hall if necessary.

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification	Facility Detail		Area (㎡)	Calculation Basis	Remarks
Government Office Complex			① 22,013.25		
Gu Government Office Complex	Work Space	Head's Office	99.00	99㎡x1 person=99㎡	Fixed number: 874, Outside of the fixed number
		Deputy Head's Office	38.88	38.88㎡x1 person=38.88㎡	
		Officer and Director's Office	233.28	38.88㎡x6 persons=233.28㎡	
		Officer and Manager's Office	663.04	17.92㎡x37 persons=663.04㎡	
		Team Leader	1,124.55	7.65㎡x147 persons=1,124.55㎡	
		Staff/ Employee	4,910.40	7.2㎡x682 persons=4,910.40㎡	
		Sum	7,069.15		
	Ancillary Space	Auditorium	975.00	1,154 people x 0.8㎡+Acoustic room 50㎡=973.20㎡	1,154 people (total number of public officials in each facility): Gu Office ((955 people) + Council Office (38 people) + Health Center (161 people)
		Conference Room	320	Conference Room (1.6㎡x100 =160㎡), 2 locations	
		Bureau-Specific Meeting Room	300	Bureau-Specific Meeting Room (2.0㎡x50 people=100㎡), 3 locations	
		Small Meeting Room	360	Small Meeting Room (4㎡x15 people=60㎡), 6 locations	
		Planning Situation Room	200.00	(58 officials of manager grade or higher + 13 Dong's Heads) × 2.64㎡+Acoustic room =187.44+Acoustic room	
		Staff Canteen	580.00	1,180 people x1.63㎡x0.3=577.02㎡	1,180 people = 1,154 people + 26 people (Community Center)
		Lounge	265.00	2㎡x0.15x874 people=262.20	Secure by gender (male and female)
		Civil Affairs Office	1,080.00	Current area (Civil affairs office 333.9㎡+Departments of Taxation 1.2 and integrated civil affairs office 744.96㎡=1,078.86)	
		Duty Room	70.00	8.64㎡x8 people=69.12㎡ (Currently operating separately for regular use and disaster preparedness)	Secure 4 males and 4 females
		Reference Room	350.00	874 people x0.4㎡ (Design area: 0.3~0.4㎡)=349.60	
		Warehouse	700.00	874 people x0.8㎡ (Based on design area)=699.20	
		Computer Room	95.00	8 people x9.79㎡x1.2=93.98	
		Civil Defense Shelter	660.00	660㎡ per location	
		Sum	5,955.00		
	Ancillary Space Excluding Regulations	Nursery School	335.00	78 children x 4.29㎡ (including childcare room) = 334.62㎡	
		Breastfeeding Room	20.00	Applying planned area based on similar cases (Dongjak-gu Office)	
		Bank	200.00	Current area (197.41㎡)	
		Headquarters	75.00	Applying current area	
		Labor Union Gangbuk Branch	38.08	Applying current area	
		Special Judicial Police Office Office	57.50	Applying current area	
		Seoul City Hall Labor Union Gangbuk-gu Branch	48.20	Applying current area	
		Civil Service Labor Union	17.00	Applying current area	
		Peafull Unification Advisory Group	84.00	Applying current area	
		Comprehensive Document Office	650.00	Document holdings (based on 58,305 volumes) - 588.94㎡ (58,305 volumes / 99㎡), Workshop (3 people) 21㎡, Reading room (5 people) 35㎡ → 644.94㎡	
		Gangbuk-gu Riot Police	54.00	Applying current area	

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification		Facility Detail	Area (㎡)	Calculation Basis	Remarks
Gu Government Office Complex	Ancillary Space Excluding Regulations	Internet Broadcasting Station	30.60	Applying current area	
		Emergency Operations Room	121.60	Applying current area	
		Courtesy Telephone Inspection Room	16.80	Applying current area	
		Waiting Room of Public Service Workers	21.60	Applying current area	
		Dream Tree Scholarship Foundation	32.50	Applying current area	
		Crisis Family Integrated Support Center	45.00	Applying current area	
		Janitor Lounge	23.40	Applying current area	
		CCTV Control Center	330.00	Applying current area	
		Vehicle Management Room	60.00	Applying similar facility (Dongjak-gu Office)	
		Fitness Training Room	245.00	According to the “Government Office Facility Standards Table of the National Property Management Fund Guidelines”: 75㎡ + (Fixed Number - 100) × 0.16㎡ = 243.64㎡	Based on 1,154 people
		Sum	2,505.28		
	Total		15,529.43		
Gu- Council	Councilor's Office	Chairman's Office	99.00	Applying the area for the Head's Office	
		Vice Chairman's Office	38.88	Applying the area for the Deputy Head's Office	
		Committee Chairman's Office	116.64	Applying the area for Officer and Director's Offices (38.88㎡x3 rooms)	
		Councilor's Research Room	153.00	17㎡ (planned area for Jung-gu Office) × 9 people	
		Sum	407.52		
	Conference Room	Main Conference Hall	152.50	Number of Councilor (14) × 5㎡ + Number of Seats for Observers (55) × 1.5㎡	
		Conference Room	46.20	Number of Councilor (14) × 3.3㎡	
		Committee Room	155.80	8.2㎡ × Sum of Councilors per Committee (19 people)	
		Sum	354.50		
	Ancillary Space	Office Manager's Office	38.88	Applying the area for Gu Office's Officer and Director Offices	
		Specialist's Office (Manager's Office)	53.76	3 people (17.92㎡, applying the area for Manager's Office)	
		Office	247.00	Team Leaders 4 people (7.65㎡) + Staff 30 people (7.2㎡) = 246.60㎡	
		Reference Room and Library	270.00	198 - 297㎡	
		Councilor Waiting Room	35.00	Members (14) × 2.5㎡	
		Press Waiting Room	50.00	Standard: 50㎡	
		Driver's Waiting Room	1.80	1 Driver × 1.8㎡	
		Councilor Lounge	28.00	Members (14) × 2㎡	
		Staff Lounge	54.00	Staff (36) × 2㎡	
		Visitor Lounge	110.00	Number of Seats for Observers (55) × 2㎡	
		Reserve Room	100.00	Reserve Room (50㎡) × 2 rooms	
		Sum	988.44		
		Total		1,750.46	
Health Center	Medical Activities	Reception/Payment	40.00	Applying current area	
		Medical Records Warehouse	30.00	Applying current area (Storage of medical records for closed medical institutions according to Article 40, Paragraph 2 of the Medical Service Act)	
		Waiting Area	100.00	Applying current area	
		Pharmacy Compounding Room	23.00	Additional space secured beyond the standard area (13.86㎡) due to an increase in area for in-house compounded medications, including 57 types of medications (including COVID-19 reserve medications)	
		Pharmacy Storage Room	13.86	Design standard	

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification		Facility Detail	Area (㎡)	Calculation Basis	Remarks
Health Center	Medical Activities	General Examination Room	53.50	Design standard (3 rooms x 17.82㎡) = 53.46㎡	
		Treatment Room	17.82	Design standard (17.82㎡)	
		Oral Health Center	105.00	Current area (105.30㎡)	
		Vaccination Room	18.00	Design standard (17.82㎡)	
		Children's Playroom	10.00	Design standard (9.90㎡)	
		Breastfeeding Room	8.00	Design standard (7.92㎡)	
		Restroom	30.00	Design standard (15.84㎡ per room, 2 rooms for male/female, wheelchair accessible) = 31.68㎡	Restroom for Health Center Only
		Sum	449.18		
	Public Health Projects	Tuberculosis Control Room	140.00	Applying current area (136.8㎡)	
		Counseling Room	35.00	Current area (35.64㎡)	
		Radiology Room	110.00	Applying current area	
		Sum	285.00		
	Medical Support	Clinical Examination Room	140.00	Current area (140.70㎡)	
		Clinical Examination Room Storage	16.00	Applying current area	
		Sum	156.00		
	Administrative Sector	Director's Office	38.88	Used as the Office of the Township Chief or Village Chief	
		Lounge (Tea Making Room)	9.90	Design standard (9.90㎡)	
		Small Meeting Room	20.00	Design standard (17.82㎡)	
		Office	1,152.00	Fixed number of 122 people x 7.2㎡ + 39 people outside of the fixed number x 7.0㎡ = 1,151.40㎡	
		Multipurpose Room	180.00	Design standard (180㎡)	
		Storage Room	165.00	Current area (163.41㎡)	
		Women Lounge	40.00		
		Duty Room	14.00	Design standard (13.86㎡)	
		Sum	1,619.78		
	Medical Care Services	Oriental Medicine Examination Room	36.00	Current area (1 oriental medicine doctor, 1 nurse working. Daily usage of 1 Oriental Medicine Examination Room: 4050	
		Hope Cafe	15.00	Current area (15.30㎡)	
		Blood Collection Room	25.00	Current area (21.02㎡) Blood Collection Room (Clinical Pathology Room) Usage: 400 people per day Additional space needed for stable post-blood collection hemostasis	
		Citizen Health Center	400.00	Current area (Usage of Citizen Health Center: 100-200 people per day. Additional space needed for management and counseling)	
		Bone Density Room	20.00	Current area	
		Physical Therapy Room	45.00	Design standard 41.58㎡	
		Family Health Room	85.00	Current area (85.19㎡)	
		Supplementary Nutrition Room	50.00	Current area (4 nutritionists working. Daily usage of Supplementary Nutrition Room: 20 people)	
		Smoking Cessation Clinic	87.00	Current area	
		Medical Waste Storage Room	50.00	Applying current area	
		Smoking Control Team	40.00	Applying current area	
		Health Screening Room	70.00	Applying current area (68.40㎡)	
		Epidemic Prevention Storage Room	120.00	60㎡, 2 locations	
		Disaster Storage Room	14.00	Current area (13.86㎡)	
		Sum	1,057.00		
		Total		3,566.96	
Community Center	Work Area	Dong Head	23.00	Design Standard 23㎡	
		Team Leader	23.10	Design Standard 7.7㎡ x 3 people	
		Staff	158.40	Design Standard 7.2㎡ x 22 people = 158.40㎡	
		Dong Headquarters	28.80	Design Standard 7.2㎡ x 4 people	
		Civil Affairs Office	15.00	0.2㎡ x daily visitors (150 people) * 50%	

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification		Facility Detail	Area (㎡)	Calculation Basis	Remarks
Community Center	Work Area	Counseling Room	58.00	Design Standard 29㎡ x 2 rooms = 58.00㎡	
		Sum	306.30		
	Auxiliary Area	Meeting Room	105.00	Design Standard 4㎡ x 26 people = 104.00㎡	
		Lounge	8.00	Design Standard 2.0㎡ x (26 people x 15%) = 7.80㎡	Secure by gender (male and female)
		Reference Room	15.00	Design Standard 0.4㎡ x 26 people = 10.40㎡	
		Warehouse	22.10	Design Standard 0.85㎡ x 26 people = 22.10㎡	
		Sum	150.10		
		Community Hall	710.00		
	Total	1,166.40			
Community Facilities			② 9,970.00		
Community Hall	Cultural Hall	700.00	Cultural Program Operation such as Concerts, Lectures, and Receptions Black Box-type Performance Venue (with retractable seating for over 200 seats) Stage, Control Room (for sound, lighting, etc.), Waiting Rooms (separated by gender), Preparation Rooms and Instrument Storage (with space for storing one piano), Storage Room (for storing event supplies and furniture), Loading Area, etc.	Information Desk and Storage Room are included in the communal area.	
	Seminar Room	400.00	Operation of Seminars, Workshops, and Cultural Programs for Residents Four locations with an area of 100 square meters each	Flexible space planning considering adaptability to frequent changing trends and residents' demands is required.	
	Community Shared Space	1,200.00	Practice for Hobbies and Various Events (utilized for small-scale presentations, busking, flea markets, etc.) Resident Creative Studios (200㎡)x2 locations Large Practice Rooms 100㎡)x3 locations (including one for performance rehearsals) Medium Practice Rooms (75㎡)x4 locations Small Practice Rooms (50㎡)x4 locations		
	Administrative and Office Space	100.00			
	Sum	2,400.00			
	Care Center		350.00	Dedicated space for an integrated "Neighborhood Care Center" of at least 210㎡ needs to be secured. The demand department requests 350㎡ (Current operation status: 215.46 - 395.22 ㎡).	
Book Lounge		1,450.00			
Youth Center	Tenant	940.00	20 Companies x 47㎡ (Average size of Seoul Business Agency's Startup Plus Facility)		
	Shared Office	360.00	Average area of similar facilities (412㎡)		
	Office for Affiliated Agency	150.00	21 people x 7.2㎡ (based on gu-office standards) = 151.2㎡		
	Sum	1,450.00			
Sports Facilities	Multipurpose Gymnasium	595.00	Guideline below 595㎡ / Badminton 3 courts, Basketball		
	Office and Exercise Prescription Room	130.00	Guideline below 133㎡		
	Fitness Center + Free Weight Zone	370.00	Below guideline (Fitness Center: 613㎡, Free Weight Zone: 65㎡) Specifically for health promotion and rehabilitation linked with health centers and exercise prescription rooms		
	Storage Room	75.00	Guideline 76㎡		
	Locker Room (Male, Female)	110.00	Guideline 56㎡, separate facilities for men and women (below 112㎡)		
	Shower Room (Male, Female)	175.00	Guideline 88㎡, separate facilities for men and women (below 176㎡)		
	Instructor Room	45.00	Guideline 45㎡		
	Sum	1,500.00			
Observation Deck			900	Used as an observatory cafe and exhibition space, as well as a reception hall	
Neighborhood Facilities			1,920		

Classification	Facility Detail	Area (㎡)	Calculation Basis	Remarks
Total exclusive area (①+②)		31,983.25		
Additional space ③ (Common area + Facilities area + Parking lot)		33,548.30	Approximately 45% of the district office's common area, with at least 30% secured for other areas. At least 5% of the total floor area secured for the mechanical and electrical room.	
Total floor area		65,531.55		

[Table 14] Facility Detail Plan

4.6. Elevation and Section Plans

- The building should harmonize with the surrounding environment and landscape while establishing its own recognition. However, avoid authoritative or overly symbolic masses and elevation.
- Use economical and eco-friendly materials, considering durability, safety, constructability, and ease of maintenance. Additionally, excessive use of glass curtain walls should be avoided to support energy-saving and eco-friendly initiatives.
- Special-purpose spaces such as the Gu-office auditorium, Gu-council chamber, community hall, and multipurpose gymnasium should ensure sufficient height to accommodate events, legislative activities, performances, and sports activities without impediment. The design should exceed the required height considering mechanical and electrical facilities, structural systems, and maintenance aspects.

4.7. Eco-Friendly and Energy-Saving Plans

- The design should specifically incorporate eco-friendly concepts through passive design and aim to maximize the building's energy self-sufficiency.
- Each unit space must consider maximum natural lighting and ventilation to match its function and purpose.
- Places where eco-friendly facilities (such as solar panels) are part of the building's facade should be planned with architectural aesthetics in mind.
- The plan should aim to achieve GREEN BUILDINGS CONSTRUCTION SUPPORT ACT CLASS1, an energy efficiency rating of 1++ and obtain at least a Level 5 preliminary certification for zero-energy buildings.

4.8. Barrier-Free (BF) Planning based on Universal Design

- Entries shall comply with the relevant laws and regulations, including "Act on Promotion of Convenience" and "Seoul Metropolitan Government Ordinance on Universal Design Urban Development", related to people with disabilities, infants, senior citizens, and foreigners and other disadvantaged citizens for the promotions on their safe and convenient use of the proposal.
 - Entries shall plan to achieve a Barrier-Free (BF) preliminary certification at an excellent level.
 - Unit programs with their specific regulations and laws shall follow the relevant guidelines.
- ① Seoul Universal Design Center, Universal Design Application Guidelines:
- Public Service Office: Shall comply with the Ministry of Interior and Safety's "Happy Public Service Office" evaluation criteria to ensure the safety of administrative staff.
 - Daycare Centers: Shall adhere to the "Seoul Universal Design Guide for Daycare Centers" to ensure space quality in childcare facilities.
 - Restrooms: Shall follow the "Seoul Universal Design Guidelines for Public Restrooms".
 - Parking Lots: Comply with the "Seoul Family-Friendly Parking Lot" standards.
- ② The proposal shall include and provide a planning for the proposed facility information guide for foreign visitors.

4.9. Facility Plan, Informatization and Automation Plan

- All design systems should be structured to allow management with minimal personnel through both individual and centralized control systems, and should be planned to ensure that machine (facility) operation is convenient for everyone.
- Spaces such as machine and electrical rooms should be secured with operation and maintenance considerations, such as equipment and filter replacements.

4.10. Security Plan

- The security plan for the complex building is divided into phases such as

open, selectively open, and secure areas, and an efficient security plan is established for each floor and function.

- Open areas include a comprehensive civil affair center and community facilities, rooftop relaxation spaces, etc., and are planned to be easily accessible to the public under normal circumstances. However, they are designed to be controllable if needed.
- Selectively open areas include common spaces outside of work areas (such as lounges), meeting rooms, and dining facilities, where citizens can access with authorization (e.g., issuance of entry cards) but may restrict entry depending on the situation and can be converted to secure areas if necessary. Common spaces on floors with workspaces can be converted to secure areas after business hours (after 6 PM).
- Security areas, excluding the complaints office, are clearly separated from open areas and must have access control systems that block entry to unauthorized individuals or verify identities.

4.11. Estimated Construction Cost

- Participants must conceive a feasible plan based on the estimated construction cost and submit a detailed estimated cost breakdown (contents proposed separately should be itemized distinctly).

III. Submittals and Documentation Guidelines

1. Submittals and Documentation Guidelines

1.1. Common

- All drawings shall be in Korean or English and Arabic numerals and shall be metered (to the second decimal place for the area). However, it may be expressed in English parallel if it is inevitable.
- It is possible to use rendered three-dimensional images, and any colors can be used.
- All submissions shall be freely scaled (except for the site plan), but shall be accurately marked on each plan.
- Do not show any schematics and methods of identification.
- Submit all documents in a designated format except for models.

1.2. Drawing Plate for a Review (A1×4 sheets, 1 set)

- The drawing plates shall be prepared in four sheets of size A1 (W: 594mm x H: 841mm) in portrait orientation. During the review, they shall be assembled as shown in [Figure 05]. (A compilation image of the drawing plates shall also be printed in A4 size and submitted.)

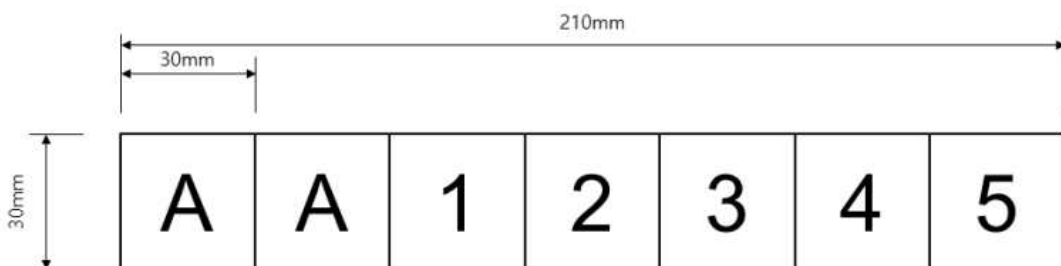


[Fig. 05] The Front Side of the Drawing Plate

- The drawing plate includes the followings:
 - ① Aerial view or perspective view (※ At least one perspective view)

drawn from eye level (about 1.5m above the ground))

- ② The design descriptions (briefly display the land area, building area, total floor area, total floor area ratio, floor area ratio, the number of floors, the number of parking lots, etc.) (※ Plate No. 1)
 - ③ Concept of design: Development direction and strategy, design concept, etc.
 - ④ Site plan (recommended scale of 1:300, identical grid north and due north) (※ Plate No. 1)
 - ⑤ Floor, elevation, and cross-sectional drawings
 - ⑥ At least two interior perspective views (※ including the lobby and observation deck)
 - ⑦ Others (content that the applicant is intended to express, is created according to the participants' intentions)
- The plate shall be submitted on a foam board of no more than a thickness of 10 mm without boundaries to ensure that it be displayed during the jury.
 - Mark the PIN number on the right upper part of the back of each drawing plate. Write the PIN number by applying the format with a of width 210mm and a height of 30mm, and use a black 50pt 'Arial' font on white paper.



[Fig. 06] How to write a PIN number

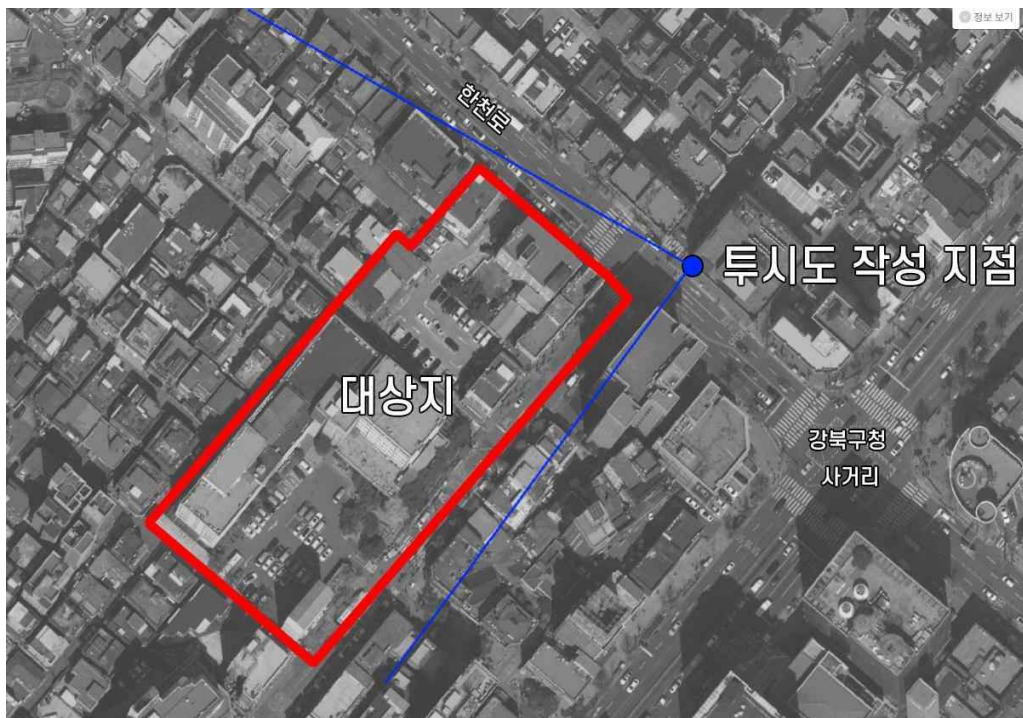
- To assemble drawing plates during the review, the number of each drawing plate shall be written on the top left corner of the back side. (When assembled, the plates shall be arranged in reverse order, with Plate 1 at the bottom and Plate 4 at the top when viewed from the back.)



[Fig. 07] The back side of the design plate

1.3. Perspective Drawing for Residents Preference Survey

- A perspective drawing shall be produced in a size of 2,384×1,684px to facilitate public preference surveys among residents.
- The perspective drawing shall be created based on [Figure 08], from an eye level approximately 1.5 meters above the ground at the specified location below.



[Fig. 08] A view of perspective drawings for Perspective Drawing for Residents Preference Survey



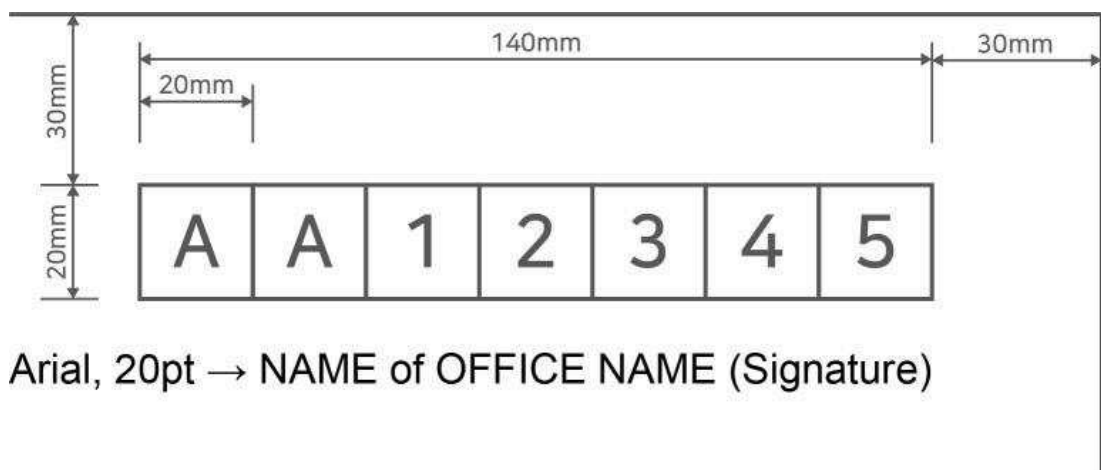
[Fig. 09] View from the perspective drawing

- Except for the perspective drawing, no text, diagrams, or other illustrations are allowed.

1.4. Design Description (within A3×30 sheets, 1 copy for storage and 15 copies for reviews)

- Make the design description in the size of an A3 paper (W:420mm×H:297mm_horizontal).
- Write the design description within 30 sheets, and do not include the slip sheet. However, exclude the front and back covers and table of contents from the total number of sheets.
- Include the followings in the design description:
 - ① Design overview
 - ② Design development direction (design intent and idea)
 - ③ Site plan, floor, elevation, and cross-sectional drawings
 - ④ At least five aerial views, perspective views, and interior perspective views (including at least two interior perspective views of the lobby and observation deck that can demonstrate the design concept)
 - ⑤ Master plan and outside space plan

- ⑥ Planning for parking, service, emergency vehicles, and pedestrian circulation
- The content below should preferably include:
 - ⑦ Analysis of site conditions
 - ⑧ Plan of communal spaces
 - ⑨ Plan of specialized spaces
 - ⑩ Structural system review and plan
 - ⑪ Specialized environmental facility plan
 - ⑫ Mechanical, electrical, and fire protection systems plan
 - ⑬ Construction methods plan and proposal
 - ⑭ Disaster prevention and safety plan
 - ⑮ Others (content the designer wishes to emphasize and express)
- Anything other than the PIN number on the cover that can show the applicant's information is not allowed.
- For the design description, use a plain white paper without any images or patterns for the design description.
- For the design description cover, use [Form 11] and for the one copy to keep, write the name of the applicant's company (only the applicant's name if an individual applicant) in English on the upper right corner of the cover as in the following figure. Submit by sealing or writing a signature.



[Fig. 10] How to Write the PIN Number and Company Name
on the Design Description Cover

1.5. Summary of the Design Concept (A4×1 sheet, 1 copy)

- Use [Form 09] to briefly describe the purpose of the design plan within 500 words. (in Korean or English)

1.6. USB (electronic file for submission)

- Save and submit the aerial view or perspective view used to the drawing plate, the summary of the design concept and design description by the file type of [Table 10].

Submittal	Size	File Type and Quality	File Name
Drawing Plate	A1	JPEG / 150dpi	pin number_panel number e.g. AA12345_panel2
Complete Image of Drawing Plates	A4	JPEG / 150dpi	The whole image of drawing plates
Residents Preference Survey Perspective	A1	JPEG / 2,384×1,684px	pin number_pin No._poll image
Design Description (for reviews)	A3	PDF / High-quality printing	pin number_description
Summary of the Design Concept	A4	PDF / General quality printing	pin number_summary
Aerial View (Perspective View)	-	JPEG / 300dpi (smaller than 30MB)	pin number_image1 pin number_image2...
Other documents	A4	PDF / General quality printing	pin number_document

[Table 15] Submission file formats

- The saved file must be identical to the printed original, and no markings that can identify the applicant are allowed. (※ It is not allowed to include the company name in the file name.)

1.7. Model

- Only the candidates selected through the 1st main review may submit models for the 2nd main review, and they will be notified individually.

- The method of production and the place and time of submission will be announced later.

1.8. Submission Method

- Insert the summary of the design concept and design description (for storage and reviews) into an appropriately sized envelope, or wrap them in white paper, and affix [Form 12] printed on the outside.
- Wrap the drawing plates for reviews and the resident preference survey in white paper and attach [Form 10] to the outside.
- Place the submission documents and USB in an appropriately sized envelope, or wrap them in white paper, and affix [Form 12] printed on the outside.
- Submit the three packaged items at the designated place and time on the submission date.

2. Post-Award Submissions

2.1. Model

- If requested by the host, the winner must produce and submit a model to the host. The material and size of the model will be determined in consultation with the host.

2.2. Video

- If requested by the host, the winner must produce and submit a video of approximately 2 minutes in length to the host. Detailed specifications will be decided in consultation with the host.

Appendix 01

Google Maps (NAVER Map) Around the Current Competition Site

- The current competition site is available on Google Maps. Click the link provided below.
 - <https://maps.app.goo.gl/1SZWJ98oBCAxRnxEA>
- The current competition site is available on NAVER Map. Click the link provided below.
 - <https://naver.me/x1egx4m5>
- The current site is undergoing District Unit Planning modifications, and as such, property line is represented neither on Google Maps nor on Naver Maps. The above links shall be used solely for the purpose of verifying the location of the site.

Appendix 02

Site 3d MAP(S-MAP) Link

- 3d representation of the project site is available on S-MAP. Click the link below.
- <https://smap.seoul.go.kr/#MjAyMjE2LjY0OTQxODAzNjcyLDU1OTk4OC4zNTIzODYyLDEuODE2MjMzMjUyODU2NjA0MywwLjczNTgzMDA1Mjk3NjI4MDgsMjMwLjY4NQ==&encode=y&3D>

Appendix 03

List of the Materials

No.	Name of the document	Format	Remarks
Material 01	PROJECT SITE	.dwg	
Material 02	FINAL DISTRICT UNIT PLAN(PROPOSED)	.zip	
Material 03	Underground Public Walkway and Road Rehabilitation Plan	.dwg	
Material 04	Su-yu, Beon-Dong District Unit Plan(Rehab) District Unit Plan(Revision)	.dwg	
Material 05	Site Drone Footage	.mp4	

- ※ Download the documents on the website after registration.
- ※ English translation won't be provided for some documents.

[Form 01] Design Competition Written Questionnaire

Design Competition Written Questionnaire	
PIN No.	
Company/ Representative Name	(signature or stamp)
E-mail	
Design Guideline (Page)	Questionnaire Description
	<p>※ Please refer to the pages and the table of contents number for the questionnaire (e.g. p9 8.1.)</p>

※ Please submit your questionnaire via email.

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

[Form 02] Design Competition Proposal

Design Competition Proposal			
PIN No.		Receipt No.※	
Representative	Company/Rep. Name		
	Address		
	Architect License Country		
	Architect License No.		
	Phone		
	E-mail		
<p>As above, I submit the design competition proposal for the 「INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex」 hosted by Gangbuk-gu Office.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p><u>Submitted Document</u></p> <ol style="list-style-type: none"> 1. Design Competition Work Submission (1 copy) 2. Consent of the Design Competition (1 copy) 3. Joint Application Agreement (1 copy) 4. Architectural Overview and Facility Area Table (1 copy) 5. Detailed Area Table for Each Facility (1 copy) 6. Summary of Estimated Construction Cost (1 copy) 7. Consent Form of Utilization and Change of Works 8. Architect License (1 copy)(all applicants) 9. Consent Form of Utilization and Change of Works (1 copy) </div> <div style="width: 45%;"> <p><u>Document to be submitted</u></p> <ol style="list-style-type: none"> 1. Drawing Plate (1 set) 2. Design Description (15 copies) 3. Summary of the Design Concept (1 copy) 4. USB </div> </div> <div style="text-align: right; margin-top: 20px;"> <p>2024 . . .</p> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>Representative (applicant):</p> </div> <div style="width: 45%;"> <p>(Signature or Stamp)</p> </div> </div> <p style="margin-top: 20px;">To the Mayor of Gangbuk-gu Office</p>			

Dotted
Line

Filling the receipt of the design competition proposal				
※ Receipt No.				Receiver
PIN No.		Name		
Address		Date		

※ Do not fill out the Receipt No.

[Form 03] Consent of the Design Competition Regulation Compliance

Consent of the Design Competition Regulation Compliance

In relation to the 「INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex」 hosted by Gangbuk-gu Office, I agree with the regulations of the competition and comply with the following items, that I don't raise any objection for civil and criminal cases as well as being wholly responsible for it based on the relevant regulations and rules if I violate them.

1. I do not take any interruptive action for free competition or the unfair actions of the design competition such as collusion to achieve success for a specific person, etc.
2. I will not provide valuables, treats, or unjust profits to any jury members or the related people in the review process of the design evaluation regardless of what the reason may have been.
3. I comply with the design guideline such as the content and procedures specified in the competition, etc. and accept any disadvantages such as the cancellation of the victory if I violate this guideline.
4. I make up all the matters on the proposal of the design competition based on the facts, and I am responsible for any legal, administrative, and financial issues regarding them.
5. I do not raise any objections for the jury members, review methods, and review results related to the evaluation of the design competition.

2024 . . .

Representative (applicant):

(Signature or Stamp)

To the Mayor of Gangbuk-gu Office

[Form 04] Joint Application Agreement

Joint Application Agreement and Representative Registration Form		
Article 1 (Purpose) This agreement is to define what should be followed by each applicant in jointly applying for the 「INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex」, and to appoint the representative.		
Article 2 (Representative of the joint application) The name and nationality for the representative of the joint application are as follows.		
1	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div> <div style="border-bottom: 1px dotted black;">Address</div>	
Article 3 (Members of the joint application) The members of the joint application except for the representative are as follows.		
2	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div> <div style="border-bottom: 1px dotted black;">Address</div>	
3	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div> <div style="border-bottom: 1px dotted black;">Address</div>	
Article 4 (Co-application ratio) The application ratio is as follows.		
1	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div>	Participation Ratio
2	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div>	Participation Ratio
3	<div style="border-bottom: 1px dotted black; margin-bottom: 5px;">Company / Representative</div>	Participation Ratio
Article 5 (Authority of representative) The representative shall have the authority to express their opinions regarding the submission and receipt of the documents, acquisition and the renunciation of rights, etc. on behalf of the members of the joint application company to the host organization and any third parties.		
Article 6 (Effective period) This agreement shall be entered into force upon signature by the parties, and the company shall terminate upon the implementation of the competition. However, when the company's work has been deemed successful and the company concludes an agreement with the host organization, it will be finished after completion of the final task.		
Article 7 (obligations) Members of joint application are committed to utilize all necessary knowledge and skills in good faith and faithfulness in order to achieve the purposes specified in Article 1.		
Article 8 (Responsibilities between members) Members shall compensate each other for damages inflicted on other members by any members in relation to the implementation of the task.		
Article 9 (Limitation on the transfer of rights and duties) Any member cannot transfer the rights and duties under this agreement to the third party.		
Article 10 (measures for withdrawal) Any member cannot be changed after submitting the competition proposal, and the competition proposal submitted for a joint application team is excluded from the review if any member is changed or withdrawn.		
Article 11 (Appointment of representative) This joint application agreement is substituted for the appointment of a representative.		
Article 12 (Preparation and storage of the agreement) As above, the joint application agreement is concluded, and each party stores one copy of the agreement signed by one of the members as evidence.		
2024. . .		
Rep. Applicant	Company/Representative	(signature or stamp)
Co-applicant	Company/Representative	Fill out your name only if you are an individual (signature or stamp)
	Company/Representative	Fill out your name only if you are an individual (signature or stamp)
※ One representative shall be appointed when two or more representative architects are part of one design office or two or more design offices jointly submit the works.		
To the Mayor of Gangbuk-gu Office		

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

[Form 05] Architectural Overview and the Facility Area Table

Project title		INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex	
Site address			
Zoning district			
Area size		m ²	
Construction size		m ²	
Total floor area	Total	m ²	
	Underground	m ²	
	Ground	m ²	
Building-land ratio		%	
Ratio of the floor area to site		%	
Use			
Number of floors			
Building height		m	
Number of parking vehicles		Legal: units / Planned: units	
Public open space		Planned: m ² (00.00% of the site area)	
Landscaping area		Planned: m ² (00.00% of the site area)	
Main structure form			

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

[Form 06] Detailed Area Table for Each Facility

- Floor overview

Classification	Floor area (㎡)	Main room
B5		
B4		
B3		
B2		
B1		
Subtotal		
1F		
2F		
3F		
..		
..		
Subtotal		
Total		

※ Edit and write

- Spatial Configuration by Area

Classification		Area (A)	Planned area(B)	Increase(B-A)	Ratio(%)
Government Office Complex	Gu Government Office Complex	15,529.43			
	Gu Council	1,750.46			
	Health Center	3,566.96			
	Suyu 3-dong Community Center	1,166.40			
	Sum ①	22,013.25			
Community Facilities	Community Hall	2,400.00			
	Book Lounge	1,450.00			
	Youth Center	1,450.00			
	Care Center	350.00			
	Sports Facility	1,500.00			
	Observatory	900.00			
	Neighborhood Facilities	1,920.00			
	Sum ②	9,970.00			
Total Dedicated Space (①+②)		31,983.25			
Other Space ③ (Common Areas + Facilities Space + Parking Lot)		33,548.30			
Total Floor Area (①+②+③)		65,531.55			

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

- Facility Detail Plan

Classification	Facility Detail	Area (A)	Planned area(B)	Increase(B-A)	Ratio(%)
Government Office Complex		① 22,013.25			
Gu Government Office Complex	Work Space	Head's Office	99.00		
		Deputy Head's Office	38.88		
		Officer and Director's Office	233.28		
		Officer and Manager's Office	663.04		
		Team Leader	1,124.55		
		Staff/ Employee	4,910.40		
		Sum	7,069.15		
	Ancillary Space	Auditorium	975.00		
		Conference Room	320		
		Bureau-Specific Meeting Room	300		
		Small Meeting Room	360		
		Planning Situation Room	200.00		
		Staff Canteen	580.00		
		Lounge	265.00		
		Civil Affairs Office	1,080.00		
		Duty Room	70.00		
		Reference Room	350.00		
		Warehouse	700.00		
		Computer Room	95.00		
		Civil Defense Shelter	660.00		
		Sum	5,955.00		
	Ancillary Space Excluding Regulations	Nursery School	335.00		
		Breastfeeding Room	20.00		
		Bank	200.00		
		Headquarters	75.00		
		Labor Union Gangbuk Branch	38.08		
		Special Judicial Police Office Office	57.50		
		Seoul City Hall Labor Union Gangbuk-gu Branch	48.20		
		Civil Service Labor Union	17.00		
		Peafull Unification Advisory Group	84.00		
		Comprehensive Document Office	650.00		
		Gangbuk-gu Riot Police	54.00		

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification	Facility Detail	Area(A)	Planned area(B)	Increase(B-A)	Ratio(%)
Gu Government Office Complex	Ancillary Space Excluding Regulations	Internet Broadcasting Station	30.60		
		Emergency Operations Room	121.60		
		Courtesy Telephone Inspection Room	16.80		
		Waiting Room of Public Service Workers	21.60		
		Dream Tree Scholarship Foundation	32.50		
		Crisis Family Integrated Support Center	45.00		
		Janitor Lounge	23.40		
		CCTV Control Center	330.00		
		Vehicle Management Room	60.00		
		Fitness Training Room	245.00		
		Sum	2,505.28		
	Total	15,529.43			
Gu- Council	Councilor's Office	Chairman's Office	99.00		
		Vice Chairman's Office	38.88		
		Committee Chairman's Office	116.64		
		Councilor's Research Room	153.00		
		Sum	407.52		
	Conference Room	Main Conference Hall	152.50		
		Conference Room	46.20		
		Committee Room	155.80		
		Sum	354.50		
	Ancillary Space	Office Manager's Office	38.88		
		Specialist's Office (Manager's Office)	53.76		
		Office	247.00		
		Reference Room and Library	270.00		
		Councilor Waiting Room	35.00		
		Press Waiting Room	50.00		
		Driver's Waiting Room	1.80		
		Councilor Lounge	28.00		
		Staff Lounge	54.00		
		Visitor Lounge	110.00		
		Reserve Room	100.00		
		Sum	988.44		
	Total	1,750.46			
Health Center	Medical Activities	Reception/Payment	40.00		
		Medical Records Warehouse	30.00		
		Waiting Area	100.00		
		Pharmacy Compounding Room	23.00		
		Pharmacy Storage Room	13.86		

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification	Facility Detail	Area(A)	Planned area(B)	Increase(B-A)	Ratio(%)
Health Center	Medical Activities	General Examination Room	53.50		
		Treatment Room	17.82		
		Oral Health Center	105.00		
		Vaccination Room	18.00		
		Children's Playroom	10.00		
		Breastfeeding Room	8.00		
		Restroom	30.00		
		Sum	449.18		
	Public Health Projects	Tuberculosis Control Room	140.00		
		Counseling Room	35.00		
		Radiology Room	110.00		
		Sum	285.00		
	Medical Support	Clinical Examination Room	140.00		
		Clinical Examination Room Storage	16.00		
		Sum	156.00		
	Administrative Sector	Director's Office	38.88		
		Lounge (Tea Making Room)	9.90		
		Small Meeting Room	20.00		
		Office	1,152.00		
		Multipurpose Room	180.00		
		Storage Room	165.00		
		Women Lounge	40.00		
		Duty Room	14.00		
		Sum	1,619.78		
	Medical Care Services	Oriental Medicine Examination Room	36.00		
		Hope Cafe	15.00		
		Blood Collection Room	25.00		
		Citizen Health Center	400.00		
		Bone Density Room	20.00		
		Physical Therapy Room	45.00		
		Family Health Room	85.00		
		Supplementary Nutrition Room	50.00		
		Smoking Cessation Clinic	87.00		
		Medical Waste Storage Room	50.00		
		Smoking Control Team	40.00		
		Health Screening Room	70.00		
		Epidemic Prevention Storage Room	120.00		
		Disaster Storage Room	14.00		
		Sum	1,057.00		
	Total		3,566.96		
Community Center	Work Area	Dong Head	23.00		
		Team Leader	23.10		
		Staff	158.40		
		Dong Headquarters	28.80		
		Civil Affairs Office	15.00		

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

Classification	Facility Detail	Area	Planned area(B)	Increase(B-A)	Ratio(%)
Community Center	Work Area	Counseling Room	58.00		
		Sum	306.30		
	Auxiliary Area	Meeting Room	105.00		
		Lounge	8.00		
		Reference Room	15.00		
		Warehouse	22.10		
		Sum	150.10		
	Community Hall		710.00		
	Total		1,166.40		
Community Facilities		② 9,970.00			
Community Hall	Cultural Hall	700.00			
	Seminar Room	400.00			
	Community Shared Space	1,200.00			
	Administrative and Office Space	100.00			
	Sum	2,400.00			
Care Center		350.00			
Book Lounge		1,450.00			
Youth Center	Tenant	940.00			
	Shared Office	360.00			
	Office for Affiliated Agency	150.00			
	Sum	1,450.00			
Sports Facilities	Multipurpose Gymnasium	595.00			
	Office and Exercise Prescription Room	130.00			
	Fitness Center + Free Weight Zone	370.00			
	Storage Room	75.00			
	Locker Room (Male, Female)	110.00			
	Shower Room (Male, Female)	175.00			
	Instructor Room	45.00			
	Sum	1,500.00			
Observation Deck		900			
Neighborhood Facilities		1,920			
Total exclusive area (①+②)		31,983.25			
Additional space ③ (Common area + Facilities area + Parking lot)		33,548.30			
Total floor area		65,531.55			

[Form 07] Regulatory Review Document

Statutory name and provisions	Object	Legal standards	Legal status
		Design Contents	
ENFORCEMENT DECREE OF THE NATIONAL LAND PLANNING AND UTILIZATION ACT Article 71 (1)-5_TABLE6	Restriction on Construction within Special-Purpose Areas	Structures that can be constructed within a Class-III general residential area	Legitimate
		1. Class 1 Neighborhood Amenities Class 1 Neighborhood Amenities	

※ It can be edited and used, and you can write it by setting the paper direction wide (horizontal direction).

[Form 08] Consent Form of Utilization and Change of Works

Consent Form of Utilization and Change of Works

(includes the agreement for publication)

In relation to the 「INTERNATIONAL DESIGN COMPETITION for the New GANGBUK-GU Government Office Complex」 hosted by Ministry of Culture, Sports and Tourism in Korea, I agree with reproducing, displaying, distributing, and making derivative works and other means applied to all of the contents of the entry submitted for publishing, displaying, promoting, etc.

2024

Representative (applicant):

(Signature or Stamp)

To the Mayor of Gangbuk-gu Office

INTERNATIONAL DESIGN COMPETITION
for the New GANGBUK-GU Government Office Complex

[Form 09] Summary of Estimated Construction Cost

☐ Construction title: INTERNATIONAL DESIGN COMPETITION for the New
GANGBUK-GU Government Office Complex

Classification		Standards	Unit	Qty.	Material cost	Labor cost	Expenses	Total	Remarks
Construction work	Framing								
	Exterior finish								
	Finishing work								
Landscaping work									
Civil engineering work									
Mechanical work									
Landscaping work									
Electric work									
Communication work									
Firefighting work									
Demolition work									
○○ work									
○○ work									
Overhead expenses (by ratio)									
Total									

※ Can be written in horizontally.

To the Mayor of Gangbuk-gu Office

[Form 10] Summary of the Design Concept

PIN NUMBER :

[Form 11] Juror Recusal Application

PIN NUMBER :

Reason of Recusal

- ☐ Juror NAME
- ☐ Reason of Recusal

Submit the supporting evidence

Representative (applicant):

(Signature or Stamp)

To the Mayor of Gangbuk-gu Office

[Form 12] Submittal Packaging Form

SUBMISSION

A	A	1	2	3	4	5
---	---	---	---	---	---	---

PIN numbers to be modified for use

Delete text in red before printing.

A	A	1	2	3	4	5
---	---	---	---	---	---	---

***INTERNATIONAL DESIGN COMPETITION for
the new GANGBUK-GU Government Office Complex***

[DESIGN DESCRIPTION]

GANGBUK-GU

DO NOT change the font and typeface (All fonts: ARIAL in English). Delete text in red before submission.