

# The House of Architecture @ RIBA Project

Competitive Interview Process

Expressions of Interest are sought from RIBA Chartered Practices for the masterplan and design of the first phase refurbishment of 66 Portland Place, to create 'The House of Architecture @ RIBA.'



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# Introduction

The Royal Institute of British Architects (RIBA) is seeking Expressions of Interest (EOI) for the design and masterplan of a comprehensive refurbishment of 66 Portland Place (66PP), London, through a competitive interview process.


There is now a real opportunity to develop 66PP and ensure its continuation, relevance, and legacy for future generations by creating The House of Architecture @ RIBA. Our vision is to communicate the significance of architecture in its widest definition to members, professionals, the public and students through physical and virtual debate, discussion, learning and exhibitions (see Appendix A).

On a practical level, this will deliver a fully accessible building with new infrastructure and services which will align with RIBA's 2030 Climate Challenge, (See Appendix B) whilst providing flexible, future-proofed facilities for members, the public and staff.

The EOI is open to current accredited RIBA Chartered Practices, and the winning team will be appointed as Lead Architect and will be expected to work with the RIBA 'Working Group' and Executive to develop design options, costs and feasibility for full refurbishment of the building. Working collaboratively with RIBA in this process, the winning team is then expected to lead and co-ordinate all the design team members and determine next steps of the strategic masterplan. The intention is for the Lead Architect to work through all RIBA Work Stages once the project has been defined and agreed.







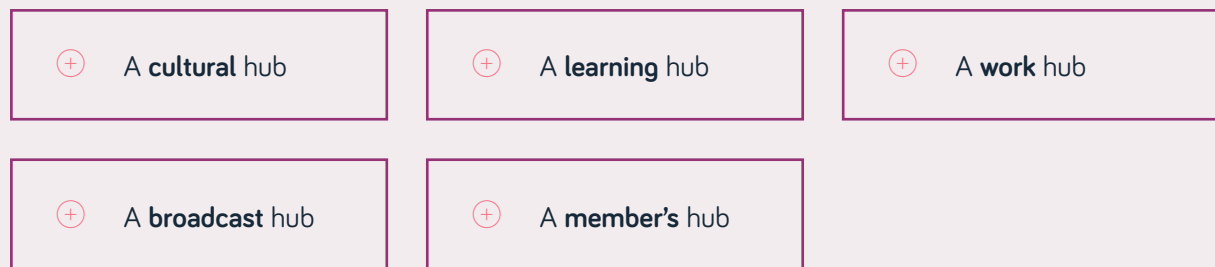
The RIBA is committed to **Equity, Diversity** and **Inclusion** (EDI) at the heart of everything that we do, and believe it should inform all parts of architectural practice and the profession, fulfilling our mission to demonstrate public benefit and promoting excellence therein. This project will strive to role model these values throughout the process and, as such, would welcome applications from those who demonstrably embrace these principles as core to every aspect of moving this project forward.

# 1. The Vision

RIBA would like to restore member value in 66PP and in doing so, become welcoming to the public.

Extensive briefing work began in 2016, including consultations as part of an informative 'Re-imagining 66 Portland Place' project.

The ambition for the building is to encompass:



In addition to the above, RIBA is seeking to:

- accommodate all staff in 66PP, providing a modern and flexible workplace to suit hybrid methods of working.
- provide four gallery spaces in the building: a Public Gallery, a Members' Gallery, a Collections Gallery and a Public Affairs Gallery.

Following the 2016 briefing work, four key requirements have emerged for the 66PP development:

1. Redefine space within the building for various functions.
2. Ensure full accessibility throughout the building.
3. Align with RIBA's 2030 Climate Challenge to achieve sustainable outcomes and meet Net Zero whilst upgrading the building infrastructure.
4. Sensitive restoration and conservation of the Grade II\* building.

## 2. Aims and guiding principles



### Members' Hub

#### Improved and welcoming member facilities

A key element of this brief is to provide enhanced and updated facilities for RIBA members so that they can use the building for professional, educational, and social purposes.



### Cultural and Learning Hubs

#### Improved and welcoming public-facing facilities

Whilst improving the building's accessibility, there is a desire to enrich public-facing facilities to ensure that RIBA continues to serve the public, supporting outreach programmes, events, exhibitions, educational and social activities.



### Work Hub

#### Upgraded staff facilities for day-to-day working

To support the return of RIBA staff to the building, work facilities must be upgraded to meet changing needs and new working patterns.



### Everyone welcome

#### A fully accessible building

Due to the nature, age, and listed status of 66PP, parts of the building are currently inaccessible to those with mobility issues, and accessible facilities generally require improvement throughout the building. The intention is that the building becomes fully accessible to all members, public and staff



### Conserve and Enrich

#### Restoration of 66PP formal rooms

The principal spaces within the building are due for full restoration.





### **Relax and Refuel**

#### Improved supporting facilities

Bars, restaurants, and cafés should be developed to support events and activities, with a mix of formal and informal settings interwoven throughout the building.



### **Future Proofing**

#### Flexible facilities for multi-use

Long-life, loose fit and flexibility must underpin any design proposals so that the building adapts to changing requirements and future needs of members and staff.



### **Update**

#### Upgraded building infrastructure

Many of the building's mechanical and electrical systems are nearing end of life and need updating and upgrading.



### **RIBA 2030 Climate Challenge**

#### Achieving net zero by 2030

RIBA remains committed to its sustainable outcomes and achieving net zero by 2030.



### **Connect and Learn**

#### Digital connectivity and Intelligent building

Full integration of digital infrastructure throughout the building will enhance the internal environment whilst enabling the capture of important data to help improve conditions and reduce energy use.

### 3. Project description

#### Function and layout

There are several areas within 66PP which can be re-configured to create a series of flexible spaces for use by members and staff. The intention is for members to access workspace and book meeting rooms to enable higher use and frequent engagement with the building, space to meet fellow professionals and clients, space to eat and drink, learn and share, alongside space for exhibition, display and events.

Public displays and exhibitions are an important element of the brief, and it is envisaged that a series of flexible gallery spaces are incorporated to encompass a Public Gallery, a Members' Gallery, a Collections Gallery and a Public Affairs Gallery. This may not necessarily comprise four separate spaces but should be agile enough to house all the above. More strategic work may also be required with the display and location of the collection and the winning practice will work closely with the Collections team to develop an approach to this.

As part of the 're-imagining project' (2016), it became clear that the ground floor entrance to 66PP was not sufficiently welcoming. Therefore, this key area of the building needs to be addressed as part of the project to create a welcoming, open and dynamic face for the institution.

Another area for consideration is the location of the bookshop and whether this might benefit from being located on the same floor as the library.





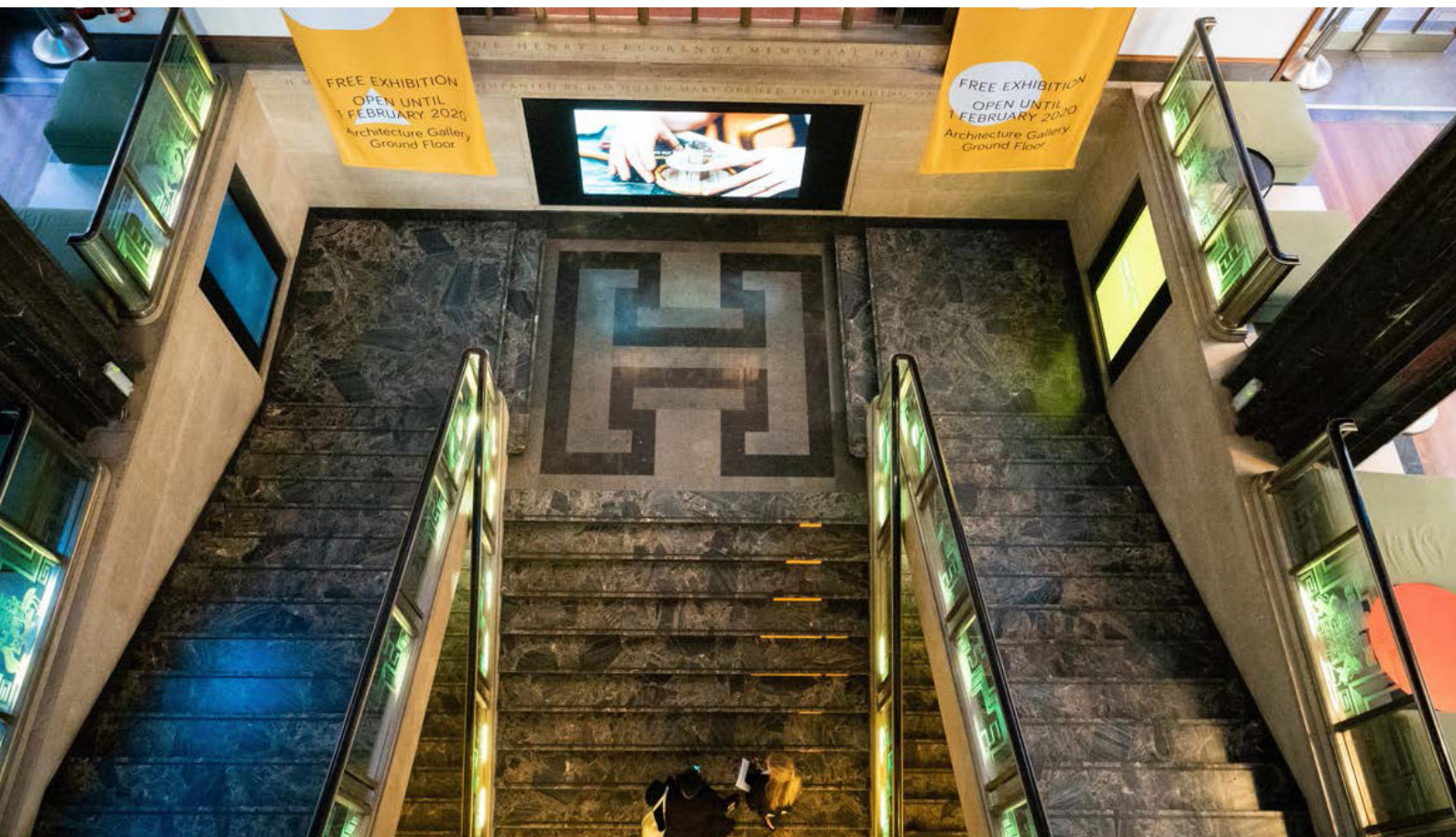
### 3. Project description

## Accessibility

Full accessibility throughout the building is key for the project with requirements including an improved entrance area, accessible lift provision and WCs, and stage access in the Jarvis Auditorium. One of the more significant elements of the project will be the lift provision which needs to be upgraded and enhanced to provide better access to all areas of the building.

As the intention is to relocate and consolidate staff from 76PP into 66PP, a new flexible working approach should be implemented. A variety of spaces should be provided to allow for different styles of working in the workplace.

An accessibility audit has been undertaken for 66PP and will be made available at the second stage of the process for shortlisted teams.



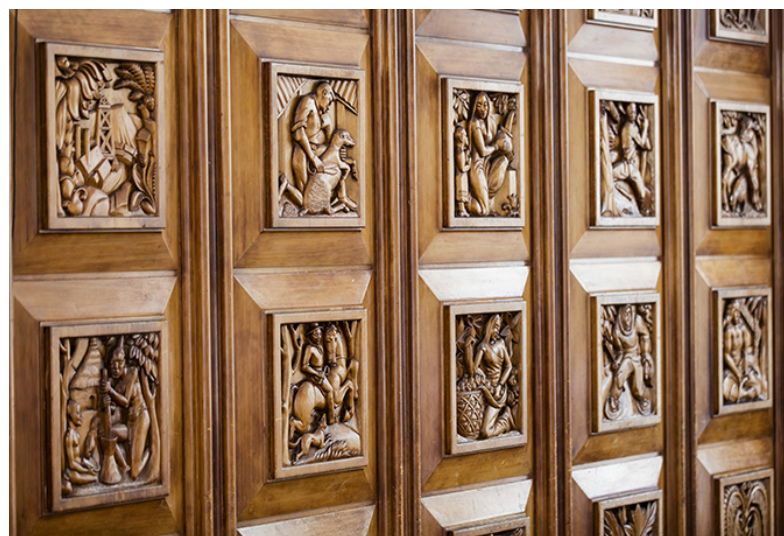


### 3. Project description

## Restoration and conservation

Alongside comprehensive refurbishment, the restoration of highly sensitive areas in the building such as the Jarvis Auditorium, Aston Webb and Lutyens Rooms, and Florence Hall is required as part of this project. The focus will be on restoring these spaces to their original state whilst integrating the latest technology and audio/visual systems.

All internal areas of the building will require consideration as part of this strategic masterplan with different levels of intervention required. Consideration should be made for enhancement of the external terraces and their use.





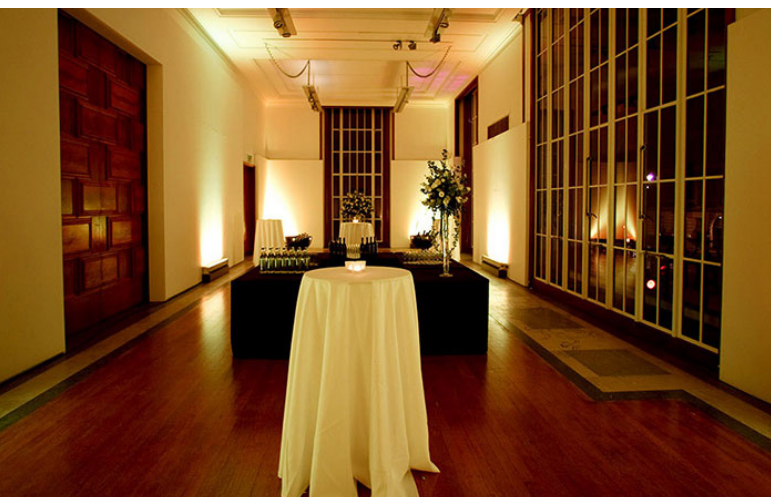
### 3. Project description

## Sustainability

The winning team will be expected to develop a sustainability strategy for 66PP in line with RIBA's 2030 Climate Challenge. This will feed into the developing brief in the early design process. This project must demonstrate an exemplary approach to the sustainable refurbishment of a heritage building.

Social spaces like the Forum in 76PP and the existing public restaurant/café areas will need to be provided for members, public and staff at 66PP. A combination of formal and informal space is required to service the various types of events and activities in the building.

RIBA have recently commissioned Energise to develop a wider sustainability strategy for the organisation and they will be available to provide additional services such as existing building environmental data capture and other statistics, to input into the process.

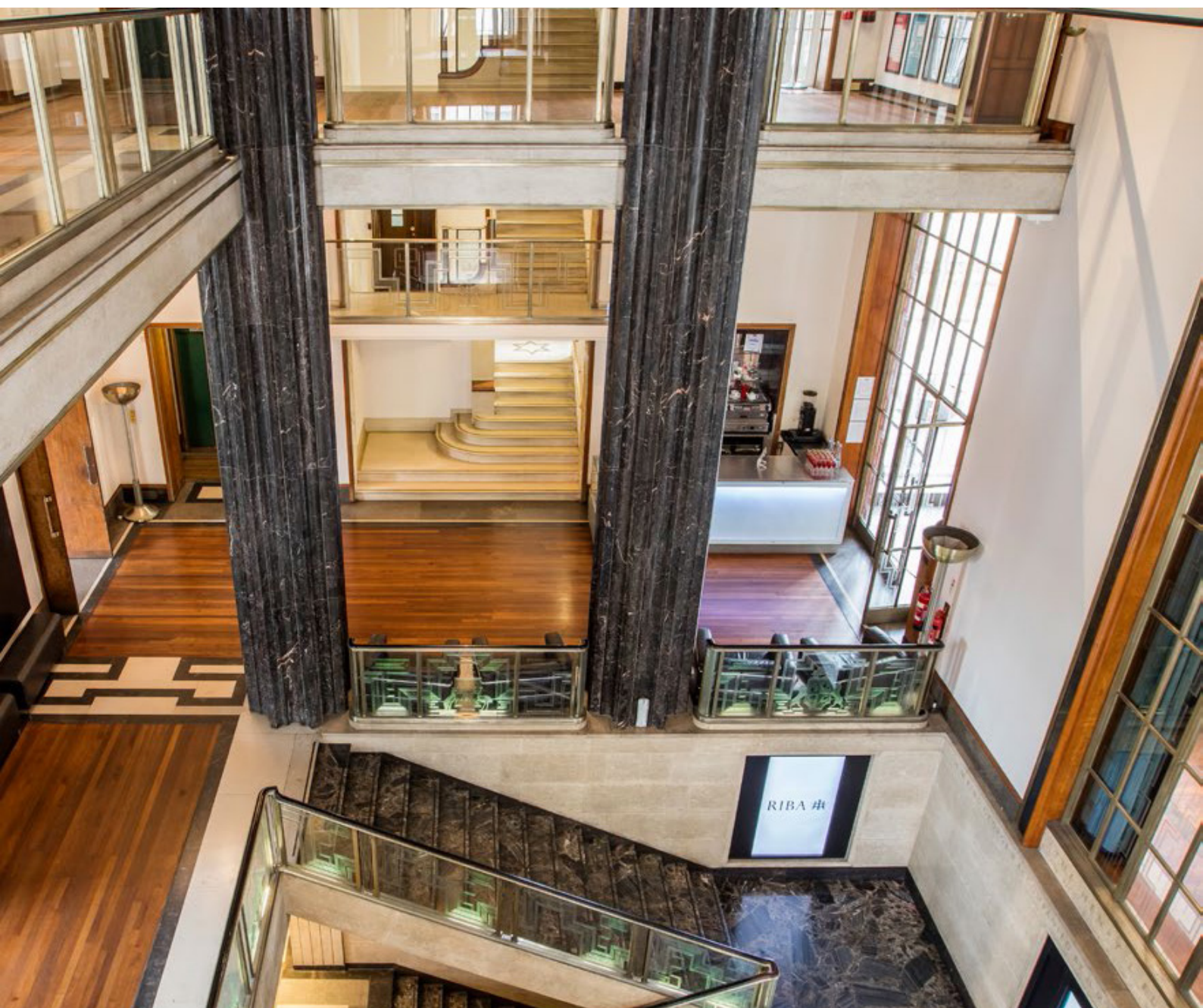




## 4. The Client

RIBA is the client for the project, led and directed by RIBA's Working Group represented by members of the Board, Council, and the Executive. Day-to-day activities will be managed by RIBA's 'Client Team', comprising RIBA estates team and RIBA Client Adviser, who will report back to RIBA's Working Group monthly, or by exception when required. A Project Manager will also be appointed to support RIBA.

RIBA Working Group members are listed below, who also constitute the 'Evaluation Panel'.





## 5. Planning issues

The Lead Architect will be expected to consult with planning and heritage officers as well as the landlord, Howard De Walden Estates, during the development of any design proposals. It is expected that a planning consultant will form part of the wider design team to assist in any planning negotiations as required. Listed building consent will be required for any work undertaken.



## 6. Phasing and Programme

The intention of RIBA is that certain key spaces such as the Main Entrance, the Florence Hall and the Jarvis Auditorium with, if possible, their associated facilities, remain open during construction.

The phasing of construction work will be a critical issue and the Lead Architect will be expected to work with RIBA to develop a phased programme, which will coordinate areas of the building to remain open and areas to close for construction along with timings.

RIBA has ambitious plans for 66PP but will need to prioritise uses according to budget. Working with RIBA, the Lead Architect will need to maximise the use of the building.



## 7. The Budget

Work has been undertaken to consider a suitable budget for the project. At first phase, an estimate of £20m is appropriate to enable entrants to assess their capacity and resource to fulfil the appointment.

Future phases will be defined during the feasibility process. The intention is to create a strategic masterplan for the building with future phases considered in its wider context.





The background of the page is a monochromatic, light purple or magenta color. Overlaid on this background is a faint, embossed relief carving. The carving depicts a lion on the left and a horse on the right, both facing right. The lion is standing on a base and has its front paws raised. The horse is also standing on a base and has its front legs raised. The relief is set within a rectangular frame that has some decorative elements, possibly a crown or a banner at the top. The overall style is classical or ancient.

# Competitive Interview Conditions – Rules for Participation

## 8. Eligibility

Expressions of interest are sought from current accredited RIBA Chartered Practices.

If an entrant is based outside of the UK, an indication of how they will be able to deliver this project from within the UK will be required.

No member of the Evaluation Panel, employees of RIBA, their advisers, or any third party connected to the process (including their partners, close associates, or employees) shall be eligible to compete in this process or assist a participating entrant.

## 9. Competitive Interview Format

The process will follow the format of a competitive interview process and will be held in two phases.

- 1 Phase 1:**  
Expression of Interest return.
  
- 2 Phase 2:**  
It is intended that a shortlist of up to a maximum of six RIBA Chartered Practices will be selected and invited to a presentation and interview.



## 10. Competitive Interview Timetable

The anticipated programme, which may be subject to variation, is as follows:

| ACTIVITY   | DATE                          |
|--|-------------------------------|
| Competitive Interview Launch   | 11 January 2022               |
| Question Deadline for Expression of Interest   | 18 January 2022               |
| Deadline for Submission of Expression of Interest  | 01 February 2022 @ 14:00      |
| Evaluation of Expressions of Interest and selection of shortlist                                 | TBC                           |
| Notification to successful and unsuccessful entrants   | 24 February 2022              |
| Site visit and open briefing session   | 28 February 2022              |
| Presentation and Interview of shortlisted teams  | 31 March 2022                 |
| Notification of winners/preparation of Evaluation Panel report and public announcement of result | week commencing 04 April 2022 |

## 11. Working Group and Evaluation Panel

The Evaluation Panel (which may be subject to change) is expected to comprise:

**Simon Allford, AHMM**  
RIBA President

**Simone de Gale, Simone de Gale Architects**  
RIBA Board – Honorary Treasurer

**Liam McConnell, RIBA**  
Head of Estates & Facilities

**Murray Orr, Independent Trustee**  
RIBA Board – Business & Enterprise

**Jack Pringle, Studio PRINGLE**  
Chair of RIBA's Board of Trustees

**MaryAnne Stevens, Independent Art Historian and Curator**  
RIBA Board – Heritage

**Alan Vallance, RIBA**  
Chief Executive

**Sarah Williams, S. Williams Architects**  
RIBA Client Adviser

Joanne Wallis from RIBA Competitions will attend the assessments to document the competitive interview process and provide procedural support.



## 12. Submission Requirements – Phase One

Expressions of Interest should comprise no more than 10 single sides of A4 (or double-sided equivalent, not counting the front cover, back cover, or contents page) using font Arial 11pt. Any information provided, including links or references to other documents in addition to that requested below is not permitted and will not be evaluated.

In addition to the 10 single sides of A4 (or double-sided equivalent), the Submission Form should be completed with your company details. The Submission Form will be issued upon registration (see section below).

The Expression of Interest should include the following:

### MOTIVATION AND APPROPRIATE SKILLS

A commentary outlining the team's preliminary thoughts about this project, motivation for applying and any specialist skills you will be able to bring to the project.

### YOUR APPROACH

The team should outline its proposed structure and approach for a collaborative working relationship with RIBA. Please demonstrate how you will work with RIBA to understand their expectations, the brief, the parameters of the scheme and how you will work in partnership with the whole project team.

### TEAM COMPOSITION

An introduction to the architectural practice should be provided with an organogram detailing team roles, together with brief CVs for members of the practice who will be specifically responsible for leading and working on the project day-to-day.

## CASE STUDIES

Illustrated case studies should be presented for up to three recent relevant examples completed in the last seven years that demonstrate::

1. High quality projects of a similar scale which have maximized the potential opportunities of a complex multi-use heritage building.
2. Examples which demonstrate experience of remodeling projects, experience with Heritage and Listed buildings and examples which provide sustainable outcomes.
3. Approach to sustainability that is appropriate to RIBA's 2030 Climate Challenge and its aspirations as set out in the brief.

## CLIENT REFERENCES

Details of client references for two of the case studies laid out above.

For each reference, please provide the project title, name of organisation, contact name and details (to include email address and telephone number). Please ensure that your nominated referees are prepared and available to provide references if requested. References may be taken up prior to confirmation of the shortlist or the final interviews. The Evaluation Panel may also elect to visit referenced projects and/or speak to clients/occupiers of the buildings prior to confirmation of the winning team.

## COMPLETED SUBMISSION FORM – IN ADDITION TO THE 10 SINGLE SIDE A4 PAGES (DOUBLE SIDED EQUIVALENT)

A completed Submission Form with company information.  
This form is available upon registration.

## FINANCIAL INFORMATION

Please note that the last two years' audited accounts will be required on request from the shortlisted RIBA Chartered Practices.

## 13. Evaluation Criteria

The following criteria will be used to evaluate Expression of Interest returns.

### Design Quality

- Demonstration of track record of delivering design excellence.
- Demonstration of project experience including remodeling projects and/or heritage buildings.
- Experience in design and delivery of relevant projects especially in relation to complex projects with sustainable outcomes.

### Resources and Experience

- Evidence of delivering schemes to budget and programme on complex sites.
- Experience, organisation and team roles as well as CV's of key members of the proposed team.
- Demonstration of working with a multi-faceted client group.
- Motivation for applying.



## 14. How to Register and Enter

Interested parties who intend to submit an Expression of Interest must obtain a Unique Registration Number (URN) to receive the Submission Form and to access the digital submission portal. Within 2 working days of completing the online registration form via the link below, RIBA Competitions will issue a URN, Submission Form and a secure link to enable entrants to upload their entry.

<https://ribacompetitions.wufoo.com/forms/the-house-of-architecture-riba-project/>

**Please note that all future correspondence will be sent to the email address entered into the online form.**

## 15. Submission Instructions

Each Expression of Interest submission should be uploaded to RIBA's Competitions digital entry system before the deadline of **14:00 hours** (GMT) on Tuesday **01 February 2022**. Your individual secure link giving access to the portal will be provided via email upon registration.

The file name should consist of the allocated Unique Registration Number [PP#] and include the practice name, e.g., '**PP#\_Practice Name.pdf**'.

Please note that the total upload should not exceed 15MB.

Expressions of Interest will not be accepted through any other submission route. Late entries will not be accepted, and the digital entry system will not permit uploads after the deadline. The digital entry system will allow you to amend or delete the information you upload until the stipulated deadline date and time.

You are strongly advised to familiarize yourself with the system and to allow adequate time for your submission material to successfully upload.

## 16. Disqualification

Submissions shall be excluded from the process:

- ⊗ If an Entrant shall improperly attempt to influence the decision.
- ⊗ If received after the latest time stated under Phase 1 Submission.
- ⊗ If, in the opinion of the Evaluation Panel, it does not fulfil the requirements of the Brief.
- ⊗ If any of the mandatory requirements of this brief are disregarded

## 17. Phase 2 – Competitive Interview

It is intended that a maximum of six entrants will be shortlisted and invited to attend a presentation and interview. The interviews are an opportunity for entrants to present their proposed approach, key strategic thoughts and introduce key members of their proposed team. As part of the process, teams will be asked to provide indicative fees and rates. RIBA will expect a maximum of five individuals to attend the interview who should be key members responsible for the day-to-day delivery of project.

The interviews will be held Thursday **31 March 2022** and will comprise a 20-minute presentation followed by 20 minutes of questions from the panel probing aspects of their proposed process and seeking clarification on any points that may arise

## 18. Site visit and brief session

A group or individual site visit and briefing session is to be held at RIBA, at 66 Portland Place, London W1B 1AD on **Monday 28 February 2022**. Please reserve this date in your diary and further details will be issued in due course considering current Covid restrictions at that time.

## 19. Honoraria

Each shortlisted Entrant invited to attend for interview will receive an honorarium payment of GBP £5000 (+VAT).

Honorarium payments will be paid to the shortlisted RIBA Chartered Practices. RIBA undertakes to make the honorarium payments within six weeks of the interview and on submission of an invoice to 'RIBA Competitions'. No payment will be made in respect of the EOI phase.



## 20. Post Competitive Interview Commitment

The winning Entrant will be appointed as Lead Architect to the project. They will be required to work with RIBA to produce high-quality designs, initially to deliver a RIBA stage 0/1 feasibility. Sustainability will be an important factor in the project design, construction, and future operations of 66 Portland Place.

The winning team will be expected to lead the process but will also be instructed to bring on other diverse architectural practices in due course for 'projects within projects.

RIBA will work with the Lead Architect to select other professional team members (once the scope is agreed), such as any architectural practices noted above, engineers, sustainability consultants and others. RIBA will run a separate selection process to commission these other design team members at that time. The Lead Architect can draw upon the services of existing professionals whilst this procurement process is being undertaken, if required.

The intention is that the Lead Architect will be retained for all project stages beyond feasibility.

RIBA reserves the right not to award any contract, to make whatever changes it sees fit to the structure and the timing of the selection process or to cancel the process in its entirety at any stage.

## 21. Notification of result/Publicity

Entrants will be required to maintain confidentiality throughout the competitive interview process and not identify themselves; the names of shortlisted entrants; or the names of successful or unsuccessful entrants to any third parties or media outlets until after an official announcement has been made by RIBA.

Please note that any requests for feedback should be submitted to RIBA Competitions within one calendar month of a shortlist, or a result being announced.

## 22. Enquiries

All queries relating to the Expression of Interest Phase should be submitted via email to [riba.competitions@riba.org](mailto:riba.competitions@riba.org). Members of the Evaluation Panel should not be directly solicited for information as this may lead to disqualification from the process.

+44 (0) 113 203 1490

[riba.competitions@riba.org](mailto:riba.competitions@riba.org)

© RIBA Collections





# Appendix A



# Appendix A

RIBA J Article by Simon Allford



[ribaj.com/culture/riba-president-simon-allford-nine-point-plan](https://ribaj.com/culture/riba-president-simon-allford-nine-point-plan)

# Appendix B

# Appendix B

## RIBA 2030 Climate Challenge



[architecture.com/about/policy/climate-action/2030-climate-challenge](https://www.architecture.com/about/policy/climate-action/2030-climate-challenge)

# Appendix C



# Appendix C

## Context: A brief history of the building

66 Portland Place, London W1B 1AD, was designed by George Grey Wornum (1888 – 1967). He was the winner of the competition (1929) to design the new headquarters for RIBA, which attracted submissions from 284 entrants. Building work commenced in mid-1933 and completed in time for RIBA's 100th anniversary, enabling a move out of the overcrowded conditions at the current headquarters, 9 Conduit Street, London.

At a time of heated debate about what architectural style should be used and during an economic downturn, Wornum's building opened on time and on a reduced budget. The feedback was positive. He had successfully combined Classical and Modernist elements, and provided the RIBA and its members with a complete building fit for purpose and adaptable to changing needs.

Wornum worked with a range of artists and craftsmen to create the decoration of the interiors and on the facade. Many of these details carry symbolic significance, for example the main entrance is flanked by two bronze doors depicting 'London's River and its buildings'.

In 1970 the building was one of the first 'modern' buildings to become Grade II\* listed, a recognition of its unique architectural qualities.

The six-storey, steel-framed building faced in Portland stone (the two upper floors were added in 1958), contains a series of spaces that vary in size and function. It survived World War II unscathed and has only experienced minor modifications since it was extended in 1958. Recent changes include the creation of the Architecture Gallery on the ground floor, which opened in 2014 and the Clore education space on the fourth floor, which opened in 2019.

It is essential that any works to the building reflect Wornum's creative use of space and his artistic celebration of architecture and the architect.

