

Reference Application Guidelines (English)

※This document is a translation of the application guidelines created using generative AI and does not confirm the content of the application guidelines.
For detailed information on the application guidelines, including reference charts and tables, please be sure to refer to the Japanese version.

1. Introduction

Maebashi, the capital city of Japan's Gunma prefecture, lies just 100 kilometers northwest of Tokyo at the base of Mount Akagi. The four seasons come in full force here, with muggy, hot summers and dry, cold winds in winter. Over the past decade, Maebashi has been working to reinvent itself as a budding art destination, drawing in creatives from around the world. By becoming a creative, design-centered city that prioritizes green spaces, slow-living, and overall well-being, Maebashi strives to solidify its brand identity as a “creative slow city.”

Despite revitalization efforts, foot traffic remains sparse, as most people prefer using cars to move around downtown, spending most of their time in the suburbs. This contributes to ongoing issues like traffic congestion at major intersections and poor pedestrian infrastructure.

Gunma aims to take inspiration from the walkability, mixed-use zoning, and creativity infused urban landscape of Portland, Oregon along with the accessibility to green spaces and the sense of openness found in Melbourne, Australia. By reimagining the street experience, Gunma hopes to transform the main street into a space that interacts with the surrounding city in new ways while becoming a community gathering point. While new mobility solutions, such as autonomous public transportation, are being introduced to address these challenges, there is still an urgent need to transform Maebashi's downtown traffic flow.

To realize a walkable, design-first downtown, Gunma prefecture invites local and international designers, architects, urbanists, and landscape architects to lead the redesigning of Maebashi into a global creative hub. This competition aims to collect innovative proposals for a forward-thinking, inspired “transit mall” design that is pedestrian-oriented while contributing to the city's art-focused revival movement.

2. Competition Overview

(1) **Competition Name:** Maebashi Creative City

International Competition for Urban Space Design From Gunma Prefectural Office to Maebashi Station

(Hereinafter referred to as “the Design Competition.”)

(2) **Organizer:** Gunma Prefecture (Hereinafter referred to as “the Organizer.”)

(3) **Theme and Policy for Urban Development**

The theme and policies for urban development that this design competition addresses are as follows:

Theme

“Design an innovative, creative downtown that prioritizes sustainable urban infrastructure”

Policies

- ① Utilize local resources to create attractive spaces that reflect Maebashi’s unique culture by promoting cultural and artistic activities and exchanges.
- ② Improve accessibility through enhancements to public transport and infrastructure.
- ③ Enhance the brand value and economic vitality of the urban area by consolidating commercial and business functions and supporting the creation of new businesses.
- ④ Gather creative talent and collaborate with citizens to create an appealing urban landscape.
- ⑤ Establish an environmentally friendly transportation system and promote urban development that encourages citizen participation to realize a safe and comfortable living environment.

(4) **Proposal Requirements**

Based on the above “theme” and “policies” for urban development, the Design Competition seeks proposals that address the following tasks:

- Spatial design of the road from the Prefectural Office to Maebashi Station

- Spatial design of the Prefectural Citizens’ Square in front of the Prefectural Office

(5) Structure of the Design Competition

1. Competition Procedures

- The Design Competition will be conducted by the judging committee in two stages, the first and second screenings, and a maximum of five candidates will advance beyond the first screening.
- The first screening will involve a document-based review, and the second screening will consist of both a document review and a presentation assessment. The language used for documents and presentations will be Japanese.
- Proposals that pass the first screening will be publicly displayed by the Organizer, allowing local community feedback. The collected feedback will be shared with entrants and the judging committee for use in the second screening.
- The second screening will feature a public, in-person presentation, conducted in Japanese.
- In the second screening, the judging committee will select the top proposal, runner-up, and other notable entries.

2. Post-Competition Involvement with the Winning Applicant

- The winning applicant will be granted exclusive negotiation rights, on the condition that they can establish an implementation framework demonstrating sufficient technical capabilities to advance the project. Specific conditions are as follows:
 - If exclusive negotiation rights are granted:
 - (i) Negotiations will proceed to finalize the basic design contract for “The Road Space from the Prefectural Office to Maebashi Station” and the “Prefectural Office Citizens’ Square.”
 - (ii) The contract amount for the basic design will be determined through negotiations with the winning entrant after the Design Competition, based on the proposed design fee presented in the second screening.

- (iii) The language used in post-Competition tasks will be Japanese.
- (iv) If, for any reason, a contract cannot be reached with the winning applicant, exclusive negotiation rights will pass to the runner-up.
- The maximum budget for the basic design contract is set at 50 million yen.
- Following the basic design contract, Gunma Prefecture plans to proceed with contracts for the detailed design and construction supervision of the Maebashi Station Prefectural Road, Citizens' Square, and related areas, contingent on the basic design's progress and overall project timeline.
- Additionally, contracts for the detailed design and construction supervision of the Prefectural Office Road, National Route 50, and the Honmachi 2-Chome Intersection may be subject to separate requirements and approvals from each respective road administrator, and thus cannot be guaranteed by the Organizer.

3. Conditions for the Awardee of the Basic Design Contract

- The winning applicant must meet the following conditions before signing the basic design contract. If the applicant is a group, they must form a joint venture that meets these conditions, registered under Gunma Prefecture's joint venture guidelines:
 - (i) The awardee must be registered in the "Construction Consultant Services – Civil Engineering" category on Gunma Prefecture's list of eligible bidders for FY 2024–2025. For joint ventures:
 - In a joint venture arrangement, all members must be registered in the "Construction Consultant Services – Civil Engineering" category.
 - In a divided-execution arrangement, each member must be registered in the category required for their portion of work.
* In this method, it is not allowed for multiple members to jointly carry out the divided tasks.
 - (ii) The entity must build a technical implementation structure satisfying conditions (a) through (e) below. If additional expertise is needed, a supplementary joint venture may be formed provided that its members satisfy conditions (a) through (d) below. Moreover, if the winning proposer has applied to the Design Competition as a group, it must be

the same entity as stated in the written proposal.:

(a) Must have an office registered in either the “Urban and Regional Planning” or “Roads” category the under construction consulting guidelines.

(b) Must have at least one certified engineer in each field of “Urban and Regional Planning” and “Roads.” (Multiple roles for one engineer are allowed.)

(c) Must assign one “Design Supervisor” (who may be the same person as the certified engineer).

(d) Must have a system in place to add required technical expertise promptly if needed.

- (iii) Not falling under the provisions of Article 167–4 of the Local Autonomy Law Enforcement Ordinance. (Government Ordinance No. 16 of 1947).
- (iv) o (iv) Not being subject to participation restrictions in bids as specified in Article 170, Paragraph 2 of the Gunma Prefecture Financial Regulations (Regulation No. 18 of March 25, 1991)*¹.
- (v) Not being subject to nomination suspensions as specified in Article 2, Paragraphs 1 and 2 of the Gunma Prefecture Construction Contractor Nomination Measures Regulations*².
- (vi) Not being in arrears with national or local taxes.
- (vii) Not having filed for commencement of civil rehabilitation proceedings under the Civil Rehabilitation Act (Act No. 225 of 1999), commencement of corporate reorganization proceedings under the Corporate Reorganization Act (Act No. 154 of 2002), commencement of bankruptcy proceedings under the Bankruptcy Act (Act No. 75 of 2004), or commencement of special liquidation proceedings under the Company Act (Act No. 86 of 2005), or having received a decision to conclude civil rehabilitation or corporate reorganization proceedings after filing for commencement of such proceedings.
- (viii) Not being subject to transaction suspensions such as suspension of transactions in the insolvency disposition system stipulated in Article 59 of the Electronic Recording of Claims Act by the Bill Exchange Office or the Electronic Record Debt Recording Agency, or

suspension of transactions from major trading partners, and not being deemed to have a significantly unsound management situation.

- (ix) Not being subject to enforcement proceedings for monetary claims through forced execution under the Civil Execution Act (Act No. 4 of 1979), or enforcement measures due to non-payment of national taxes, local taxes, or other public dues. Additionally, they must not be deemed as individuals for whom third-party preservation of claims has become a regular occurrence.
- (x) Fulfilling the obligation to report under Article 48 of the Health Insurance Act (Act No. 70 of 1922), Article 27 of the Employee's Pension Insurance Act (Act No. 115 of 1954), and Article 7 of the Employment Insurance Act (Act No. 116 of 1974) (excluding those who are not subject to such reporting obligations).
- (xi) Neither the final proposer nor its officers have any relationship with organized crime groups (as defined in Article 2, Paragraph 2 of the Act on Prevention of Unjust Acts by Organized Crime Group Members (Act No. 77 of 1991); the same applies hereinafter), members of organized crime groups (as defined in Paragraph 6 of the same Article; the same applies hereinafter) or any individuals who should be socially condemned.

*1 Those who have inherited measures against qualified bidders due to the causes that led to a suspension of participation from the department transferred by business or operation transfer, company merger, or division shall be judged as inheriting the measures against such qualified bidders to determine the satisfaction of this requirement.

*2 Same as the above footnote 1.

3. Eligibility for Participation

Individuals or groups eligible to participate in the Design Competition must meet all of the following criteria.

- (i) Given that the focus of the Design Competition includes urban space design encompassing roads, the following certified engineers must be appointed. Each field must have at least one qualified engineer, certified under the Professional Engineer Act in each relevant field. (The same individual may cover multiple fields if qualified):

- ① Urban and Regional Planning
- ② Roads
- (ii) To ensure consistent design oversight, one “Design Supervisor” must be appointed. Ideally, the Design Supervisor should be someone who can remain involved with the project in the long term.
- (iii) The applicant must not fall under Article 167-4 of the Local Autonomy Law Enforcement Ordinance.
- (iv) Neither the applicant nor their officers have any relationship with organized crime groups, their members, or any individuals who should be socially condemned.
- (v) In the case of forming a group, group members are not allowed to apply individually or as part of another group for the Design Competition.
- (vi) If two or more entities form a group, they must meet criteria (i) through (v) as a group and also satisfy the following conditions:
 - ① The group must designate a representative company, which will hold full responsibility for overall decision-making, management, and administration. Moreover the representative must be an entity capable of fulfilling these responsibilities.
 - ② Changes to the representative are generally not permitted after the “Preliminary Registration Form” has been accepted.
 - ③ Changes to team members are generally not permitted after the “Participation Declaration and Pledge Form” has been accepted.
 - ④ Each member who is not the representative must submit a letter of commitment to the organizer, affirming their membership in the group.

Notwithstanding the above, the following individuals are not eligible to apply for the Design Competition:

- (i) Members of the judging committee.
- (ii) Relatives living with individuals listed in (i), or individuals who are affiliated with organizations overseen or led by the aforementioned individuals, whether as founders, officers, advisors, etc.

4. Proposal Contents Documents to be Submitted

(1) Preliminary Application Documents

- 1. Preliminary Application Documents
 - Form 1-1-1: Preliminary Application Form (For Single Entity)

- Form 1-1-2: Preliminary Application Form (For Joint Venture)
- Form 1-2: Preliminary Application Form for Joint Venture Members

(2) Declaration of Participation and Documents to be submitted for First Screening

1. Declaration of Participation and Oath

- Form 3-1-1: Declaration of Participation and Oath (For Single Entity)
- Form 3-1-2: Declaration of Participation and Oath (For Joint Venture)
- Form 3-2: Declaration of Participation and Oath for Joint Venture Members
- Form 3-3: Application for Changes in Planned Registration of Joint Venture Members

2. Documents to be Submitted for First Screening

- Form 4-1: Past Work Experience and Technical Personnel Deployment
 - Records of design work related to public spaces (roads, parks, plazas, etc.) commissioned by public agencies in Japan and abroad, along with technical personnel deployment plans.
- Form 4-2: Technical Personnel Background
 - The background of technical personnel mentioned in Form 4-1.
- Deliverables

Create a proposal meeting “5. Prerequisites” and “6. Requirements” on two vertical A2-size sheets and submit it as a PDF.

 - *Ensure the proposal is in a vertical orientation.
 - *Place the registration number at the upper right (see illustration below).

Ensure the following items are included and expressed according to the following points.

Table 1: Proposal Content for First Screening

Required Items and Content Specifications

Number of Pages (Please combine all of the proposal contents from items ① to ③ into two A2-sized pages.)

① Design Concept

- The basic ideas that govern the overall design, indicating the direction and purpose of the design.

② Feasibility

- Indicate the processes and programs for realizing the proposed road space and the design of the Prefectural Citizens' Square.
- Show the utilization and operational policies of public space for sustainable area management.
- Present the considerations and policies regarding traffic management on the main street and the intersecting roads.

③ Floor Plans, Cross-Sectional Drawings, Image Perspectives

• Floor Plans

Create an overall floor plan that expresses the ideas and stories to generate unique local charm and value by leveraging region-specific resources such as culture and history.

• Cross-Sectional Drawings

Create a cross-sectional drawing of the road space at representative widths for National Route 50, Prefectural Road Maebashi Station Line, and City Road 00-017.

• Image Perspectives (Two or more cuts of road space and Prefectural Citizens' Square)

The layouts of the road space and Prefectural Citizens' Square, including streetscapes with adjacent buildings, pedestrians, cyclists, public transportation, general vehicles, road structures, street furniture, and mobility services in narrow streets, should be visually represented, with the location chosen by the applicant.

**The floor plan should refer to the attached document - 7.*

**Floor plans and cross-sectional drawings do not require a specific scale, but main dimensions must be included.*

**The inclusion of QR codes is not allowed.*

**Proposals must not include identifying information that can specify the applicant (such as names, company names, or symbols).*

(3) Documents to be Submitted for Second Screening

① Submissions

- Create proposals that meet "5. Prerequisites" and "6. Requirements" in A3 size (landscape orientation, one-sided) and submit PDF data. The content specifications are as follows:

Required Items and Content Specifications Number of Pages (A3)

- ① Design Concept and Implementation Policy | 1 page |

- Indicate the basic ideas governing the overall design, specifying its direction and purpose.
- Present the process or story leading to the design concept based on the results of local opinion surveys and the analysis of issues in the target area.

② Traffic Management Plan | Up to 3 pages |

- **Traffic Space Composition and Regulation Methods**

Consider the configuration of road space widths and methods of traffic regulation that account for the movements of pedestrians and vehicles, including methods of area-wide traffic regulation involving intersecting roads (narrow streets). Present this using floor plans and cross-sectional drawings. (Proposals for time-based operations are also allowed.)

**Use the floor plans and cross-sectional drawings created in ③ below.*

- **Intersection Traffic Management**

Present safe and smooth traffic management methods at the four intersections: in front of the prefectural office, Honcho 1-chome, Honcho 2-chome, and in front of Maebashi Station, considering the movement of vehicles, pedestrians, and cyclists.

③ Floor Plans, Cross-Sectional Drawings, Image Perspectives | Up to 8 pages |

- **Floor Plans (Overall)**

Create a floor plan of the entire target section that expresses the ideas and stories to generate unique local charm and value by leveraging region-specific resources such as culture and history. (Approximately 1/5000 scale.)

- **Floor Plans (Individual)**

Create individual floor plans for National Route 50, Prefectural Road Maebashi Station Line, City Road 00-017, and Prefectural Citizens' Square, expressing each location separately. (Approximately 1/500 scale.)

- **Cross-Sectional Drawings**

Create a cross-sectional drawing of the road space at representative widths for National Route 50, Prefectural Road Maebashi Station Line, and City Road 00-017.

- **Major Area Image Perspectives (5 Cuts or More)**

Mandatory cuts are as follows: 3 cuts of road space for National Route 50, Prefectural Road Maebashi Station Line, and City Road 00-017, 1 cut of Honcho 2-chome 5-way intersection, and 1 cut of Prefectural Citizens' Square, totaling 5 cuts. The locations are to be selected by the applicant.

The image perspectives should visually represent the activities of people, including streetscapes with adjacent buildings, pedestrians, cyclists, public transportation, general vehicles, road structures, street furniture, and the utilization of mobility services in narrow streets.

**Floor plans and cross-sectional drawings must include main dimensions.*

④ Feasibility | Up to 4 Pages |

- **Space Utilization Policy to Create Vibrancy in Road Space and Prefectural Citizens' Square**

Demonstrate the feasibility of the space utilization policy regarding the use of road space, roadside areas, and Prefectural Citizens' Square.

- **Estimated Project Costs**

Calculate and indicate all costs required to complete construction, including basic design costs, detailed design costs, road construction costs (improvements, accessories, etc.), and Prefectural Citizens' Square construction costs. Please calculate the basic design costs according to the attached document – 2.

- **Realization Process**

Indicate the feasibility of project implementation, including the process of forming agreements with citizens and phased development programs.

- Propose considerations and specific methods for making adjustments if changes in social conditions necessitate modifications to the process.
- Review and demonstrate the feasibility of the traffic management considerations and policies presented in the initial proposal.

Estimated project costs should use a breakdown table (Forms 6-1 to 6-3).

** Forms 6-1 to 6-3 are excluded from the above page count.*

** The inclusion of QR codes is not allowed.*

** Proposals must not include identifying information that can specify the applicant (such as names, company names, or symbols).*

5. Prerequisites

(1) General Conditions

1. **Language Used:** Japanese
2. **Units of Measurement:** Metric system
3. **Target Year (Assumed Year for Technological Innovations):**

The Design proposal should be targeting the year 2040.

4. Applicable Standards:

Relevant laws and standards to comply with are “Japanese-related laws and design standards,” based on the following:

Road Law, City Planning Law, Landscape Law, Basic Environmental Law, Cultural Property Protection Law, New Barrier-Free Law, and other related laws and standards.

5. Project Budget:

The approximate project budget cap is set at 7 billion yen (including tax).

* The approximate project budget includes all costs necessary for the basic design, detailed design, road construction, and public plaza construction (including incidental expenses). Road construction costs include road improvement costs for road space reorganization (excluding land compensation costs), intersection improvement costs, installation/removal costs for road accessories, etc. Costs related to (*) in “5. Prerequisites (2) Road Space from Prefectural Office to Maebashi Station, (ii) Prerequisites [Honmachi 2-Chome Five-Way Intersection]” are excluded from the budget calculation.

6. Reference Drawings:

Proposal Scope Map, Road Ledger Supplemental Drawings, Pedestrian Bridge Drawings

(2) Road Space from Prefectural Office to Maebashi Station

1. Scope of Proposal:

Section: Approximately 1.5 km from the prefectural office to Maebashi Station
Area: Road section (boundary between public and private sectors to sidewalk and roadway), roadside area

* Refer to Attached Document-1 “Proposal Scope Map”

2. Prerequisites:

(i) From Prefectural Office to Honmachi 2-Chome Five-Way Intersection (City Route 00-017, National Route 50):

- Designate a “transit mall” with restricted access for public transportation (including autonomous buses) and authorized vehicles (emergency vehicles, delivery vehicles, etc.) only.
- Ensure a passage space width of at least 3.0 m in each direction for exclusive public transportation.
- Provide a pedestrian passage space width of at least 3.5 m in each direction.

- Ensure a bicycle passage space width of at least 3.0 m (at least 1.5 m in each direction).
- Allow for shared space operations without a pedestrian–vehicle separation structure.
- Allow for variable traffic space management proposals based on day and time.
- Consider the passage of new vehicle types such as next–generation mobility.
- Median strips may be removed, and low and medium–sized trees may be removed or transplanted.
- Ensure sufficient space for authorized vehicles such as emergency and delivery vehicles to park and for public transportation to pass (e.g., half–shoulder, retention space).
- Space widths created by road space reorganization, aside from areas for vehicles and pedestrians, should foster lively interaction.
- The Zelkova (Keyaki) tree rows should be retained as a cultural landscape but may be thinned or transplanted.
- Road space reorganization should occur within the current road space (road area).
- Existing road facilities (lighting, signage, hydrants, etc.) may be removed, but facilities necessary for road functionality must be secured.
- If ground equipment related to the Undergrounding power lines the applicant’s concept, the relocation of the ground equipment may be permitted, but the costs required for relocation should be included in the estimated project costs.

(ii) From Honmachi 2–Chome Five–Way Intersection to Maebashi Station (Prefectural Route Maebashi Station Line):

- Design a walkable road space integrating public transportation (including autonomous bus and taxi–only lanes) and general traffic.
- Ensure a passage space width of at least 3.0 m in each direction for exclusive public transportation.
- Secure a passage space width of at least 3.0 m in each direction for general traffic, separate from the exclusive public transportation passage space.
- Provide a pedestrian passage space width of at least 3.5 m in each direction.

- Ensure a bicycle passage space width of at least 3.0 m (at least 1.5 m in each direction).
- Allow for shared space operations without a pedestrian–vehicle separation structure.
- Allow for variable traffic space management proposals based on day and time.
- Consider the passage of new vehicle types, such as next-generation mobility.
- Median strips may be removed, and low and medium-sized trees may be removed or transplanted.
- Ensure space where emergency vehicles and delivery vehicles can park (retention spaces and structures that do not obstruct autonomous vehicle passage).
- Space widths created by road space reorganization, aside from areas for vehicles and pedestrians, should foster lively interaction.
- The Zelkova (Keyaki) tree rows should be retained as a cultural landscape but may be thinned or transplanted.
- Road space reorganization should occur within the current road space (road area).
- Existing road facilities (lighting, signage, hydrants, etc.) may be removed, but facilities necessary for road functionality must be secured.
- If ground equipment related to the Undergrounding power lines the proposer's concept, the relocation of the ground equipment may be permitted, but the costs required for relocation should be included in the estimated project costs.

(iii) Intersections in Front of the Prefectural Office, Honmachi 1–Chome, and Maebashi Station:

- Assume a level intersection design.
- Ensure safe crossing functions for pedestrians and bicycles by considering pedestrian–bicycle routes, with sufficient safety due to the mixing of public and general traffic.

(iv) Honcho 2–Chome Five–Way Intersection

- In light of the restriction on general vehicle passage due to the creation of a “walkable” road space, improvements to the intersection layout are assumed, along with the expansion of City Route 0101–176 to four lanes.

- The intersection is envisioned according to the image shown in the next section, 【 Figure 3: Improvement of Honcho 2-Chome Five-Way Intersection and City Road Widening】. (*)
- The removal of the existing pedestrian bridge (Honcho 2-Chome Pedestrian Bridge) is also assumed. (*)
- Within the intersection, considerations for pedestrian and bicycle movement will be made to ensure safe crossing functions for pedestrians and cyclists. Overhead crossing facilities are acceptable.
- For the space created as shown in Figure 3 (approximately 1,500 m²), proposals should be made for public use while considering the access of adjacent residential properties. (Examples include mobility hubs or pocket parks.) However, since traffic heading south on Maebashi Akagi Line may use it as a shortcut, adequate safety measures must be taken into account.

(*) Refers to items excluded from the estimated project cost calculation in “5. Preconditions (1) General Conditions ⑤ Project Costs.” (Items related to the improvement of the Honcho 2-Chome five-way intersection layout and the four-laning of City Route 01-176.)

(v) Pedestrian Bridges (Honcho Pedestrian Bridge, Omotecho Pedestrian Bridge)

- Considering the current situation where safe and smooth passage for the elderly and disabled is difficult, the removal of existing pedestrian bridges is assumed.
- However, based on the applicant’s concept, it is possible to either utilize the existing facilities, renew them, or take alternative measures, taking into account the movement of pedestrians and cyclists in the design.

(vi) Traffic Conditions

- The creation of a transit mall and walkable road space is expected to restrict the passage of general vehicles, leading to a significant shift of existing traffic to surrounding roads. As a countermeasure, it is assumed that by enhancing the functions of surrounding roads and the broader road network, the impact on traffic congestion after the realization of this space design will be minimal.
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(vii) Streetscape and Building Lines

- The streetscape and building lines are expected to progress in conjunction with the road space, utilizing the buildings along the road, public spaces, and open spaces, based on the Maebashi Urban Design Guidelines.

(3) Prefectural Citizens' Square (Refer to Attached Document – 4 for details)

1. Scope of Proposal

- Scope: Lawn Plaza, Front Plaza of the Assembly Building, and Corridor within the Prefectural Office

A = 6,400 m² (Refer to Attached Document – 1)

2. Preconditions

- For events held at the Prefectural **Citizens' Square**, it is assumed that the number of visitors per day will be approximately 15,000.
- Since bus stops are scattered around the Prefectural Office Intersection, creating an inconvenient usage pattern, the proposal should address this issue.
- For the lawn plaza, an area larger than the existing lawn space must be secured. Excavation is not permitted due to the presence of buried cultural properties underground, and permanent facilities cannot be installed above ground.
- The area in front of the Assembly Building should be utilized for various purposes, including an integrated event space with the lawn plaza and a hub for public transportation.
- Access and exit points for general vehicles (including motorcycles), pedestrians, bicycles, official vehicles, and citizen parking should remain unchanged, with consideration for traffic flow.
- Currently, the entrance at the back of the Prefectural Office is closed; however, it may be opened, considering the safety of traffic between users of the Prefectural Office and adjacent roads.
- The estimated project cost cap for the Prefectural Citizens' Square is set at 1 billion yen.
- To preserve the cultural value of the Showa Building, the proposal should not obstruct the view from the front.
- While the removal of existing facilities in the Prefectural Citizens' Square is allowed, if the existing plantings (large trees, medium and low trees) and the black pine in front of the Assembly Building pose an obstruction, relocation should be considered.

6. Requirements

(1) General Requirements

- Proposals should align with the urban development theme and policy.
- Incorporate Maebashi City's unique cultural and historical assets, and address local issues with originality.
- Design the road space with a layout that considers pedestrian and vehicle flow, as well as traffic regulation methods. (Proposals for different regulations based on day or time are also acceptable.)
- Propose spatial utilization policies that foster vibrancy in the road and roadside spaces, as well as in Citizens' Square, creating a lively corridor from the prefectural office to Maebashi Station.
- For those who pass the first screening, consider public opinions obtained from exhibition in the local area.

(2) Road Space from Prefectural Office to Maebashi Station

(i) Prefectural Office to Honmachi 2-Chome Five-Way Intersection (City Route 00-017, National Route 50)

- This area faces government buildings and the central shopping district. While there are some pedestrians at certain times, it has a somewhat quiet impression. Propose a plan to transform this area into a unified space where the road, roadside, and townscape merge, fostering a "people-centered" and "public transportation-centered" walkable road space where a diverse group of people can gather, relax, and be active.
- As this area is designated as part of the "Culture and Health Axis" in Maebashi City's Urban Design, propose a healthy, culturally rich, and environmentally sustainable space.
- Since this route is designated as a primary emergency transportation route, consider its usage in times of disaster.

(ii) Honmachi 2-Chome Five-Way Intersection to Maebashi Station (Prefectural Route Maebashi Station Line)

- Currently, there is sufficient pedestrian space and resting areas; however, the space is primarily used for passing through. Propose a plan for a walkable road space that effectively utilizes the existing stock while blending public and general traffic.

- With business hotels, office buildings, and other commercial facilities along the roadside, this area is designated as a “Commercial Axis” in Maebashi City’s Urban Design. Propose a space that allows for an enjoyable walking experience with stores and vibrant street spaces for various people.

(iii) items Common to (i) and (ii) Above

- Design the road space to ensure punctuality for public transportation services, such as autonomous buses, and provide passage for pedestrians, cyclists, and micro-mobility. The space should function as a place where people can gather and interact, going beyond mere transportation.
- Utilize new mobility services such as autonomous buses and GunMaaS to create a road space that is easy for everyone to navigate.
- Propose measures to ensure autonomous buses operate safely and efficiently (e.g., preventing sudden pedestrian crossings).
- Propose road spaces that allow for safe and accessible paths for all pedestrians.
- Propose a plan that considers the functionality of public transportation, the convenience of connecting streets (narrow streets), and pedestrian mobility throughout the entire urban space, including main roads and surrounding roads.
- Create an urban space design that unites the road space with the roadside area and the buildings along it, fostering vibrancy.
- Considering the role of road spaces (efficiency, safety, environmental impact, etc.), propose a plan that maximizes efficiency, safety, environmental friendliness, and comfort for the movement of people, goods, and services, taking into account recent advancements in digital technology.
- Follow the Maebashi City Urban Design Guidelines as a basic principle for spatial design and consider the various visions and plans for Maebashi’s city development.
- Make a proposal that respects the policy of preserving and enhancing the historical landscape as stated in Maebashi City’s Historical Landscape Conservation and Improvement Plan.

(iv) Prefectural Office, Honmachi 1-Chome, and Maebashi Station Intersections

- Propose pathways and traffic management to ensure that public transportation, general traffic, pedestrians, and cyclists can all travel safely and smoothly.
- As these intersections are nodes within the sections (i) and (ii) above, propose a walkable road space for these intersections as well.

(v) Honmachi 2-Chome Five-Way Intersection

- For the new four-way and existing intersections, propose pathways and traffic management to ensure safe and smooth passage for public transportation, general traffic, pedestrians, and cyclists in these mixed-use areas.
- As this intersection is also a node within sections (i) and (ii) described above, propose a walkable road space for this intersection and the surrounding space.

(3) Citizens' Square

- Propose a design that leverages new mobility services like autonomous buses and GunMaaS, creating an accessible public transportation hub for all.
- Propose a design that envisions integrated use with the main road space in (2).
- Consider the movement of visitors entering and exiting Citizens' Square and the view from City Route 00-017 in front of the plaza.
- Design pathways and spaces where users of the Prefectural Office, Assembly Building, and event participants in Citizens' Square can move safely and comfortably.
- Propose pathways that accommodate various types of vehicles.
- Propose a lively plaza with the functionality of a public transportation hub, where anyone would want to gather.
- Propose a design that harmonizes with the Gunma Prefectural Office, the Assembly Building, and surrounding structures, considering the landscape.
- Propose a comfortable, calming space that feels familiar and inviting in daily life.

(4) Feasibility

- Show the feasibility of space utilization policies for road spaces, roadside areas, and Citizens' Square.
- Propose a plan that considers traffic management, including the main street and narrow streets.
- For the preliminary proposal, calculate the estimated project cost based on unit prices per area, ensuring that the project cost remains within the upper limit. In the secondary proposal, calculate the project costs based on approximate quantities for basic design, detailed design, road construction (improvements, accessories, etc.), and Citizens' Square construction, and prepare a cost breakdown table.
- Propose realistic measures from a technical perspective for construction and maintenance.

- Propose a cost-effective plan.
- Propose approaches or specific methods to adjust the plan or process if it is determined that changes to the initial proposal are appropriate due to shifts in social conditions.

7. Schedule

The schedule is as follows. (Note: This schedule is subject to change.)

Table 3: Competition Schedule

Contents	Implementation Period
Announcement of Application Guidelines (Start of Call for Entries)	October 24, 2024 (Thu)
Deadline for Submission of Questions on Application Guidelines	November 15, 2024 (Fri)
Responses to Questions (Published on the Official Website as Received)	Early to mid-November 2024
Deadline for Submission of the Application Registration Form.	November 22, 2024 (Fri)
Deadline for Submission of the Participation Declaration and Commitment Letter, and First Round Proposal Documents.	December 13, 2024 (Fri)
First Screening	Late December 2024
Notification of First Screening Results	Late December 2024
Public Display (Collection of Local Opinions)	Mid-January 2025
Deadline for Submission of Second Proposal Documents	Early March 2025
Second Screening (Public Presentation)	Mid-March 2025
Selection and Announcement of the Best Proposal	Late March 2025
*All dates are based on Japan time.	

8. How to Apply

(1) Submission Deadlines

1. **Deadline for Preliminary Application Documents:** November 22, 2024 (Fri)
2. **Deadline for Submission of Declaration of Participation and Documents for First Screening :** December 13, 2024 (Fri)
3. **Deadline for Submission of Documents for Second Screening :** Early March 2025

*All documents must arrive by 5:00 p.m. Japan time on the specified dates.

4.

(2) Submission Methods

1. Preliminary Application Documents

- The applying representative should access the official website and complete the preliminary application form. Personal information obtained will not be used for any purposes outside of the Design Competition.
- A registration number will be issued by the Secretariat to the registered applicant.

2. Declaration of Participation and Documents to be submitted for First Screening

- Access the official website and submit the Declaration of Participation and Documents to be Submitted for First Screening via the designated form.
- Submit the Declaration of Participation and Oath along with the Documents to be Submitted for First Screening in PDF format, with a maximum file size of 200MB.
- Name each PDF file as follows: "Registration Number_[Document Type and Presentation Panel]."
- Only those who have submitted the Preliminary Application Documents may submit the Declaration of Participation and Documents to be Submitted for First Screening.
- If the applicant is a joint entity and changes its members, attach the "Application for Changes in Planned Registration of Joint Venture Members " (Form 3-3) to the Declaration of Participation and Oath.

3. Documents to be Submitted for Second Screening

- Access the official website and submit the Documents to be Submitted for Second Screening via the designated form.
- The PDF data should consist of separate files for each requested item and content (e.g., ① Design Concept) as well as a consolidated version.
- The file name for each PDF data should be formatted as follows: "Registration Number_[Name of Requested Item and Content, and Combined Version 'Data Summary']."

(3) Where to Submit

- Submit through the designated forms on the official website.

(4) Documents to be Submitted

- Submit the documents specified in "Section 3. Proposal Contents and Documents to be Submitted ." Use Japanese for all submitted documents.

(5) Costs Associated with the Application

- All costs related to the application are to be borne by the applicant.

9. Handling of Questions

(1) Submission Method

- Access the official website and submit questions using the question form (by 5:00 p.m. on November 15, 2024). Questions must be submitted in Japanese.

(2) Official Website URL

- <https://creative-city.pref.gunma.jp>

(3) Question Submission Period

- October 24, 2024 (Thu) to November 15, 2024 (Fri)

(4) Method of Response to Questions

- Questions and responses will be posted on the official website starting in early November 2024.
- Responses will be anonymized to protect the questioner's identity.
- No responses will be provided to the following types of questions:
 - (i) Questions regarding the opinion or feasibility of the questioner's own proposal.
 - (ii) Questions deemed likely to hinder fair competition.

10. Evaluation and Announcement

(1) Evaluation Process

[First Screening]

- Evaluation will be conducted by the judging committee based on the achievements of the applicants and the initial proposal documents submitted.
- Data contained in "QR codes, etc." within the submitted documents will not be considered for evaluation.
- The judging committee meetings will generally be open to the public; however, discussions involving specific details of the evaluation process will be conducted privately.

[Second Screening]

- The second screening, which includes up to five applicants who passed the first stage, will be conducted by the judging committee based on the documents submitted for the second screening and public presentations (including Q&A sessions). Details of the presentation, such as the schedule, will be notified individually to those who pass the first screening.
- Data contained in "QR codes, etc." within the submitted documents will not be considered for evaluation.
- Supplementary materials (videos, models, additional data, etc.) may be used in the public presentations.

- The judging committee meetings will generally be open to the public; however, discussions involving specific details of the evaluation process will be conducted privately.

(2) Evaluation Criteria

First Screening Evaluation Items

Evaluation Item	Evaluation Perspective	Points
■ Items Related to the Operator (Evaluation conducted by the review committee)		
Eligibility	<ul style="list-style-type: none"> • Whether the applicant meets the eligibility requirements. 	—
Structure and Achievements	<ul style="list-style-type: none"> • Does the applicant have extensive experience in design work related to road and urban space? • Does the applicant have notable achievements, such as awards? • Has the applicant established a framework for solving the issues? 	10
■ Items Related to the Proposal		
Understanding of the Project & Design Concept		
Understanding of Project Objectives and Related Plans	<ul style="list-style-type: none"> • Does the applicant understand the purpose of this project? • Is the content based on related plans, such as Maebashi City's Urban Design? 	10
Design Concept	<ul style="list-style-type: none"> • Is the concept clearly presented? • Does the proposal understand the project's objectives and suggest a concept that aligns with the theme? 	20
Spatial Design Proposal		
Feasibility	<ul style="list-style-type: none"> • Is the process and program for realizing the spatial design clearly indicated? • Is the proposal highly feasible? 	20
Specification of Design	<ul style="list-style-type: none"> • Does the design have uniqueness by leveraging Maebashi City's culture and history? • Does it harmonize with the streetscape along the road? • Is the plan proposed based on the suggested design concept? 	40
TOTAL		100
* In addition to the evaluation items, the overall proposal will be evaluated comprehensively by the review committee based on originality, regional relevance, future potential, feasibility, etc.		

Second Screening Evaluation Items

Evaluation Items	Evaluation Perspective	Points
■ Items Related to the Proposal		
Design Concept & Process		
Design Concept & Process	<ul style="list-style-type: none"> • Is the concept clearly presented? • Does it understand the project's objectives and propose a concept that aligns with the theme? • Is the process or story aimed at solving issues clearly defined? • Does it appropriately reflect local opinions? 	10
Spatial Design Proposal		
Traffic Management Plan	<ul style="list-style-type: none"> • Does it consider the movements of vehicles, pedestrians, and cyclists in the area? • Is there a safe and smooth traffic management method at each intersection? 	20
Overall Design	<ul style="list-style-type: none"> • Does it have uniqueness that leverages local assets such as Maebashi City's culture and history? • Does it create a flow and spatial layout that connects the prefectural office to Maebashi Station and the city center's vibrancy? • Is it a walkable road space that encourages diverse people to gather, relax, and engage, centered on public transportation and people? 	30
Road Space	<ul style="list-style-type: none"> • Does it take into account "6. Requirements (2) Road Space"? 	10
Citizens' Square	<ul style="list-style-type: none"> • Does it take into account "6. Requirements (3) Citizens' Square"? 	10
Feasibility	<ul style="list-style-type: none"> • Does it take into account "6. (5) Feasibility?"? 	20
TOTAL		100
<p>* In addition to the evaluation items, the overall proposal will be evaluated comprehensively by the review committee based on originality, regional relevance, future potential, feasibility, etc.</p>		

(3) Judging Committee Members

	Name	Position	Notes
1	Ishida Haruo	Professor Emeritus, University of Tsukuba	Urban Development and Transportation Planning in Maebashi City
2	Ito Kaori	Professor, Department of Architecture, Faculty of Science and Technology, Tokyo University of Science	Urban Design and Urban Planning
3	Sasaki You	Professor, Faculty of Creative Science and Engineering, Waseda University	Civil Engineering and Landscape Design
4	Tanikawa Junji	President, J.T.Q. Co., Ltd.	Urban Development in Maebashi City
5	Nishimura Akihiko	Associate Professor, Faculty of Science and Technology, Kokushikan University	Urban Development and Walkability
6	Hashimoto Kaoru	President, Machi no Kaihatsu-sha Co., Ltd.	Urban Development in Maebashi City
7	Sugizaki Mitsuhiro	Director, Takasaki River and National Highway Office, Ministry of Land, Infrastructure, Transport and Tourism	Road Administrator
8	Miyamae Katsumi	Director of the Gunma Prefectural Land Development Department	Road Administrator
9	Hosoya Seiichi	Vice Mayor of Maebashi City	Road Administrator

(4) Prize Money, etc.

- Total prize money: Up to 29 million yen (including tax).
- All costs incurred by the applicants up to the first screening are the responsibility of the applicant.
- Only applicants who participate in the second screening will receive 1 million yen (including tax) each for the cost of detailed planning and material preparation.
- The best applicant will receive 25 million yen in total (inclusive of the 1 million yen presentation preparation fee and an additional prize of 24 million yen).
- Prizes money, etc. is tax-inclusive and will be directly paid in Japanese yen to recipients.

- Taxes on the prize will be borne by the recipient.
- If an applicant becomes ineligible after payment of the prize money, etc., they may be required to return the prize money, etc.

(5) Handling of Situations Where No Suitable Proposals Are Found

- If the judging committee finds no suitable proposals during either the first or second screenings, it may determine that there are “no qualifying proposals for first screening” in the first screening “no qualifying entries for the top prize” in the second stage.

(6) Timing and Method of Announcement

[First Screening]

1. After the evaluation, applicants who pass the first screening will be promptly notified, and the following details will be publicly disclosed:
 - Only the passing proposals from the first screening.
Note: To prevent influence on the second screening, applicant names will not be made public.
2. Announcements will be posted on the official website.
(URL: <https://creative-city.pref.gunma.jp>)

[Second Screening]

1. After the evaluation, each applicant will be promptly notified, and the following details will be publicly disclosed:
 - The winning proposal, including the applicant’s name and score.
 - Runner-up proposal, including the applicant’s name and score.
 - Other winning proposals and applicant’s names.
 - Comments from the judges.
2. Announcements will be posted on the official website.
(URL: <https://creative-city.pref.gunma.jp>)

11. Disqualification Criteria

If any of the following conditions apply to an applicant, they will be disqualified. Similarly, if any of these conditions apply after the winning proposal has been selected, the applicant will also be disqualified.

1. Failure to adhere to the submission method, submission destination, or submission deadline.
2. When the applicant is no longer eligible to apply or it has become clear that the applicant is no longer eligible to apply.

3. Stating false information in the documents.
4. Engaging in actions deemed to compromise the fairness of the evaluation.
5. Infringing upon third-party intellectual property rights.
6. Failure to specify in the application documents the specific parts and methods where generative AI was used in the proposal.
7. When it has become clear that the applicant is no longer eligible to for direct contracting under the basic design contract.
8. Any other actions deemed worthy of disqualification by the judging committee.

12. Important Notes

(1) Submission Items, etc.

1. Only unpublished and original proposals are accepted, with a maximum of one proposal per applicant.
2. Submitted materials (including documents for both the first and second screenings; hereinafter, "the submitted items") will not be returned.
3. The winning applicant grants the Organizer, without time restriction and without charge, the right to reproduce, modify (such as layout changes for publicity and exhibitions), and otherwise use the submitted items for the following purposes. The Organizer may also sublicense this right to third parties as necessary for these purposes. The top-ranked applicant waives the right to assert moral rights against the Organizer or third parties. The applicant may not transfer or inherit copyrights (as defined in Articles 21 to 28 of the Copyright Act of Japan).
 - Publicity by the Organizer or designated third parties
 - Basic design
 - Detailed design
 - Construction
 - Stakeholder briefings organized by the Organizer
 - Other related activities
4. The Organizer may request documentation to verify applicant eligibility.
5. By applying, applicants are considered to have agreed to the requirements in these guidelines, as well as to the judging committee's decisions, without objection.

6. If using generative AI, applicants must clearly specify the parts and methods of AI usage in the application documents.

(2) Copyright and Intellectual Property Rights

1. Copyrights for the submitted items shall remain with the applicants. However, applicants must grant the Organizer free usage rights for the submitted items, which may be used in part or excerpted. The handling of submitted items by the winning applicant in subsequent design phases shall follow Article (A) of the Standard Agreement for Public Building Design Services (MLIT, 2020).
2. If the submitted items infringe upon third-party intellectual property rights or violate these guidelines, any decision made may be nullified. If the design resembles third-party intellectual property, the decision may likewise be nullified. The applicant assumes all liability for disputes or damages arising from such issues, and the Organizer bears no responsibility.

(3) Handling After the Design Competition

1. Following the Design Competition, basic design work will commence promptly, contingent upon the signing of the basic design contract, which is dependent on the establishment and execution of Gunma Prefecture's budget for this project.
2. During the basic design phase, the Organizer may request reasonable modifications to certain elements of the design to address cost, constructability, and traffic management requirements, and the winning applicant must reasonably accommodate these changes.
3. If it becomes clear that the design cannot be realized under the conditions set in these guidelines or if it results in increased costs or decreased quality beyond that which is stated in the proposal, excluding minor cases and cases where blame is attributable to the proposer of the design, further design contracts may not be pursued with that applicant.
4. If the winning applicant declines or fails to sign the basic design contract, the Organizer may negotiate with the next highest-scoring applicant.
5. If issues arise that hinder project execution, the Organizer reserves the right to cancel the contract.

6. The Organizer reserves the right to use submitted proposals for reporting, explaining, and publicizing purposes, free of charge, and will credit the applicant when publishing.
7. Unless caused by force majeure, changes to the technical staff allocation stated in the documents submitted for the first screening are not permitted. If the stated technical staff cannot be assigned at the basic design stage, contracts may be canceled.
8. Unless due to force majeure, changes to the designated design supervisor stated in the documents submitted for the first screening are not permitted. If the designated design supervisor cannot be assigned during the basic design stage, contracts may be canceled to maintain design continuity.

13. Dispute Resolution

In case there are any disputes arising from or in relation to the Design Competition, the applicant and the Organizer shall endeavor to resolve them through sincere and good-faith discussions. If discussions do not lead to a resolution, disputes shall be resolved through litigation. The applicant agrees that any disputes arising from or in relation to the Design Competition (including court mediation proceedings) shall be subject to the exclusive jurisdiction of the Maebashi District Court as the court of first instance.