

The Services

1. Details of Operations

(1) Confirmation of 'Rules and Regulations' and production of 'Brief'

The Architect shall:

- read thoroughly the Rules and Regulations provided by the Client and submit any relevant questions, and produce the 'Brief' to show any conditions for the design of the New National Stadium. The production of the 'Brief' shall be carried out in collaboration with the Designer.
- submit 'Brief', explanatory documents and minutes of meetings. In addition, the Architect shall provide a Japanese language version of the explanatory documents to the Client.

These Services were completed September 2013.

(2) Development of an outline bowl and an outline volume

The Architect shall:

- test the conflicting requirements under the document 'Rules and Regulations', and develop an outline bowl and an outline volume. This service shall be carried out in collaboration with the Designer.
- submit 'Outline bowl and volume', explanatory documents and minutes of meetings. In addition, the Architect shall provide a Japanese language version of the explanatory documents to the Client.

These Services were completed September 2013.

(3) Production of 'Sketch Design' based on the Brief from October to December 2013

The Architect shall:

- proceed with the 'Sketch Design' during the earlier part of the Schematic Design based on the Brief approved by the Client during the Framework Design Phase. 'Sketch Design' shall be carried out in collaboration with the Designer.
- submit the 'Sketch Design', explanatory documents and minutes of meetings. In addition, the Architect shall provide a Japanese language version of the explanatory documents to the Client.

(4) Production of an Operations Planning document

- Within 14 days of the conclusion of this Agreement, the Architect shall produce and submit an Operations Planning document to the Client.
- The Operations Planning document shall be produced consistent with the items specified in the Design Supervision Master Schedule during the Framework Design phase, and after discussions with the Client and the Designer.
- The Operations Planning document shall consist of the implementation method of the design supervision, the framework and schedule of implementation, along with related explanatory documents.

2. The Relationship between the Client, the Architect and the Designer

- (1) The Architect shall conduct the above stated operations.
- (2) Prior to the commencement of operations, the Client shall present a provisional version of the Design Supervision Master Schedule, which is perceived as an important milestone in the project. The Client, the Architect and the Designer shall hold discussions based on this provisional version and work toward the production of a final and definitive version of the Design Supervision Master Schedule during the period of the Framework Design.
- (3) The split of work is based on the 'Framework Design Scope of Work' document provided by the Client.
- (4) With regard to the examination of the 'Brief', the Client shall present the English version of 'Rules and Regulations'.
- (5) The production of the "Brief", the 'Outline of the bowl and volume' and the 'Sketch Design' is of vital importance to the progress of the design of the New National Stadium. Accordingly, the Architect and the Designer should take the necessary time to conduct joint operations and hold workshops including the Client as and when necessary so that confirmation of the progress and direction of the Project can be made.
- (6) In the case of a difference of opinion between the Architect and the Designer, the Client shall make the final decision.
- (7) The Designer shall be responsible for the outcome of the Framework Design Operation, and this shall be made based on the 'Brief', the 'Outline of bowl and volume' and the 'Sketch Design'.

3. Meetings with the Architect

(1) The timing and location of meetings shall, in principle, be determined according to the Design Supervision Master Schedule during the Framework Design. However, final details shall be determined after discussions between the Client, the Architect and the Designer.

4. Implementation Period

(1) From the date of conclusion of this Agreement to 31 December 2013. If any changes are necessary to this schedule, these shall be determined after discussions between the Client, the Architect and the Designer.

(2) During the earlier part of the implementation period, the Architect will prepare the components for the draft of the 'Brief as specified in the 'Framework Design Scope of Work' mentioned in 2. (3). In the latter part of the implementation period, the Architect shall collaborate closely with the Designer to finalize the 'Brief.'

5. Documents to be submitted after completion of the above operations

(1) The Brief the explanatory documents and minutes of the meetings mentioned above in 1. (1), (10 copies of each document) shall be provided in A4 or A3 size. **Issued September 2013.**

(2) The 'Outline of the bowl and volume,' the explanatory documents and the minutes of the meetings mentioned in 1. (1), (10 copies of each document) shall be provided in A4 and A3 size. **Issued September 2013.**

(3) The Sketch Design the explanatory documents and minutes of the meetings mentioned above in 1. (3), (10 copies of each document) shall be provided in A4 or A3 size. **To be issued December 2013.**