

2009 Florida First Coast Chapter Excellence in Construction Awards Project Entry Requirements and Forms



The Florida First Coast Chapter of Associated Builders and Contractors invites its members to enter their best projects in the 2009 ABC Excellence in Construction Awards competition.

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Program Overview

Your member company has the opportunity to compete for honors in the construction industry's premier annual awards program — the ABC Excellence in Construction Awards competition — recognizing the outstanding merit shop projects of the year. Please use this application and its forms to enter your company's best project(s).

All award winners will be recognized on August 7, 2009 at an awards celebration at The Renaissance Resort / St. Johns County Convention Center at the World Golf Village in St. Augustine, FL. The ceremony will feature a multi-media presentation highlighting the Excellence and Merit award winners, as well as Project of the Year, Safety, Super Sub, Super Supplier, Merit Choice and a new award for the Green Project of the Year. Winners will be featured in a special *Excellence in Construction Awards* Supplement to the *Jacksonville Business Journal*. The Project of the Year winner will be featured on the cover of this supplement.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may email your questions to judd@abcfirstcoast.com or call (904) 731-1506.

Project Safety Requirement

No project with a safety-related fatality is eligible to be considered for an award.

Completion of Project Requirement

To be eligible for award consideration, the project itself must be completed by May 30, 2009, and must be submitted by a member company of the First Coast Chapter of the Associated Builders and Contractors.

Project Entry Steps

1. **Mail or Deliver Project Binder with Application Forms** – All project binders and application forms must be mailed to the ABC Jacksonville office with a postmark date no later than **June 5, 2009**.
3. **Project Entry Fee** – Each project binder must be submitted with a \$350 check made payable to Associated Builders and Contractors.

Entry Deadlines

Absolutely no extensions can be made to the indicated deadlines.

Mailing Address

Associated Builders and Contractors
 Attn: 2009 Excellence in Construction Awards
 6900 Southpoint Drive North, Suite #120
 Jacksonville, FL 32216

More Information

Specific questions may be directed to the ABC Florida First Coast office by sending an email to judd@abcfirstcoast.com. Information on previous events can be viewed at www.abcjax.com.

Overview of Award Categories

Awards may be presented in 47 categories, listed below.

Excellence Award

One or more Excellence Awards may be presented in each category. Award winners will receive a specially designed Eagle sculpture to signify Commercial Construction's highest honor.

Merit Award

Up to two construction projects in each category will be eligible for a Merit Award. Award winners will receive a specially designed obelisk.

Other Special Awards

Special awards may be given at the discretion of the judges.

Winners will be featured in the *Excellence in Construction Awards* Supplement to the *Jacksonville Business Journal*.

Awards for General Contracting / Construction Management

There are 33 project award categories for companies that perform general contracting or construction management. Eligible projects include both ground up construction and tenant finish construction.

Commercial

Office buildings, banks, retail facilities, hotels, and multi-family residential/mixed use.

- Less than \$2 million
- \$2 to \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

Healthcare

Hospitals, nursing homes, and other medical facilities.

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

Historical Restoration

Restoration of historical buildings.

- Less than \$2 million
- \$2 to \$10 million
- \$10 to \$99 million

Industrial

Manufacturing plants and facilities, refineries and similar types of construction.

- Less than \$2 million
- \$2 to \$5 million
- \$5 to \$15 million
- \$15 to \$25 million
- \$25 to \$99 million

Infrastructure: Heavy

Streets, highways, parks, dams, and bridges.

- All contract amounts

Institutional

Schools, churches and similar types of construction.

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

International

Projects constructed outside the U.S.

- All contract amounts

Pre-Engineered Building

Institutional, shopping centers, banks and manufacturing plants.

- Less than \$2 million
- More than \$2 million

Public Works / Environmental

Water treatment plants and sewage treatment plants.

- All contract amounts

Renovation

Renovation of non-historical existing buildings.

- Less than \$2 million
- \$2 to \$10 million
- \$10 to \$99 million

Residential

Single family residences.

- All contract amounts

General Construction

Any type of project.

- Less than \$500,000

Other Construction

Construction not specifically referred to in the above categories. Projects include theme parks, zoos, skate parks, water parks and other unique types of projects.

- All contract amounts

Mega-Projects

All projects regardless of type.

- More than \$100 million

Awards for Specialty Contracting

There are 14 project award categories for companies that perform specialty contracting and are not acting as the general contractor or construction manager.

Electrical

All projects.

- More than \$10 million

Electrical: Commercial

Schools, hospitals, outdoor lighting, institutional, shopping centers.

- Less than \$2 million
- \$2 to \$10 million

Electrical: Industrial

Manufacturing plants, processing plants, testing facilities involving motor control, instrumentation.

- Less than \$2 million
- \$2 to \$10 million

Mechanical

All projects.

- More than \$10 million

Mechanical: Commercial

Schools, hospitals, institutional, shopping centers.

- Less than \$2 million
- \$2 to 10 million

Mechanical: Industrial

Manufacturing plants, processing plants, pneumatic controls.

- Less than \$2 million
- \$2 to 10 million

Exteriors

Exterior walls, roofing, building envelopes.

- All contract amounts

Interiors

Drywall, tile, ceilings, flooring, and wall covering.

- All contract amounts

Site work / Landscape

Landscaping interior/exterior, parking lots.

- All contract amounts

Other Specialty Construction

Construction not specifically referred to in the above categories.

- All contract amount

Judging Criteria

Please read each section carefully.

The panel of judges represents a cross section of construction industry experts. The competition is comparative, using a point system to assist in the comparisons. A project entry can earn a total possible score of 100 points. The different evaluative sections and their point values are listed below. Answers to questions should be clear and succinct as directed; the quality of an entry's presentation will have a great impact on its opportunity to win.

Overall Presentation and Conformance to Entry Requirements

(5 points)

- Entry must be in a three-ring binder not to exceed 12 X 12 inches.
- Use tabs with a label for each of the sections 1 through 7 listed below.
- Indicate company name and entry category on the spine and cover of the binder.
- Include the Entry Form (back page of this form) in the binder.
- Do not send videos, DVD presentations or oversized documents.
- Use the correct ABC logo trademark.

Tab Section 1

Photographs

(8 points)

- Submit five to ten photographs of the project.
- Photograph sizes should be 8" x 10" or full-page.
- To obtain maximum points provide "in progress" photos for new construction or "before and after" photos for restoration and renovation projects.
- Provide a caption for each printed photograph, but keep the electronic images on a CD clear of any labels or captions.
- A CD with your digital photos saved at a minimum of 300 dpi resolution is required. Include the CD in a vinyl sleeve, properly labeled and securely fastened.
- The photographs must not be submitted within a software program such as PowerPoint or Acrobat and must not include any text or framing that affects the photo.
- Absolutely no videotapes.

Judging Criteria (continued)

Photographs (continued)

- The applicant must obtain the rights from the photographer to reprint the photographs without limitations (ownership of a physical photo is not sufficient). Photographers normally maintain the copyright of photos; therefore, the applicant should assure that it has permission to copy and send photos to ABC for use without limitations. Any liability for copyright violation shall be borne solely by the applicant.

Tab Section 2

Contracted Scope

(10 points)

- Up to one full page.
- Provide a description of your scope for this project with the following information: type of construction, size of project, contract value, length of project, and percentage of labor that is self-performed.
- Describe the opportunities you provided to the construction community to participate based on merit.

Tab Section 3

Project Narrative

(30 points)

- Up to four pages.
- Provide a written narrative indicating why this project is special and why it qualifies for an award.
- Describe the innovative programs relating to personnel management, quality control, scheduling, and value analysis.
- Indicate any special obstacles you overcame in completing the project and describe any difficulties or extenuating circumstances encountered in completing the project.

Tab Section 4

Project Safety

(30 points)

- Complete the separate Project Safety form in this application and include it in the Project Safety section of the project's entry. Place this form as the first page behind the safety tab of the entry.
- No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.

Tab Section 5

References / Supplemental Materials

(12 points)

- Include a letter of recommendation from the owner as well as letters from the design team and other endorsements or third-party comments.
- To obtain maximum points, general contractors should submit at least a letter from the owner or architect. Specialty contractors should submit at least a letter from the construction manager or general contractor.
- Up to five pages of supplemental materials may be included. Do not submit oversized documents.
- Provide any miscellaneous supporting materials such as diagrams and other graphics, media coverage, other awards and promotion.

Tab Section 6

Green Project

(No points are given for this Tab. It is solely used to judge the Green Project of the Year)

- Is this project being considered for LEED® Certification? Yes _____ No _____
- If so, when was this project submitted? Date submitted _____
- What is the level of LEED® certification for which you applied?
Certified _____ Silver _____ Gold _____ Platinum _____
- Submit the LEED® Points checklist (optional)
- Provide a one page written narrative as to why this project should be considered for the Green Project of the Year Award.

Tab Section 7

STEP / AQC Contractor / ABC Members

(5 points)

- If your company is a Safety Training Evaluation Process (STEP) award recipient, include a copy of your bronze, silver, gold, or platinum-level certificate. For more information about STEP and to receive a STEP application, send an email to safety@abc.org.

Judging Criteria (continued)

- If your company is designated as an ABC Accredited Quality Contractor (AQC) member, include a copy of the company certificate or renewal letter. This certificate may be requested by emailing a request to aqc@abc.org. For more information about AQC or an application to become an AQC member, contact your local ABC chapter or send an email to aqc@abc.org.
- Please submit a list of all ABC Members who worked on your project, including suppliers.

Project Information Form

Provide the requested information exactly as it should appear in award-related materials and on the award. Include this form in the very front of the project's entry binder. (Photocopy this form in the event more than one project is being submitted for an award; each project submitted requires a completely separate entry form and binder.) If you have any questions regarding this application, please call the ABC Florida First Coast office at (904) 731-1506. or email judd@abcfirstcoast.com.

Contractor Information

Name of contractor: _____

Company principal and title: _____

Mailing address: _____

City: _____ State: ___ Zip: _____

Street address: _____

City: _____ State: ___ Zip: _____

Phone: _____ Fax: _____

Primary Contact Information

Contact name: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Project Information

Name of project: _____

Project location (city/state): _____

Contract amount: _____

Entry category (see list): _____

Name of primary architect/engineer (firm name): _____

Name of client/owner (firm name): _____

Starting date of construction: _____

Completion date of construction: _____

Other Project Information

Was this a Design-Build project in your contract with the owner or general contractor? Yes No

Was this a Leadership in Energy and Environmental Design (LEED) certified project through the U. S. Green Building Council? Yes No

If yes, indicate the level: _____

Project Award Category Form

Include this form in the very front of the project's entry binder, along with the completed Project Information Form.

Check only ONE category indicating the dollar amount of the contract for the project.

Provide one paragraph (up to 25 words) on a separate sheet of paper describing what makes this project special. This description will be incorporated in the EIC program description if the project wins an Eagle Award.

General Contracting / Construction Management

For a project with the company performing as a general contractor or a construction manager.

Mega-Projects

More than \$100 million

Commercial

- Less than \$2 million
- \$2 to \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

Healthcare

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

Historical Restoration

- Less than \$2 million
- \$2 to \$10 million
- \$10 to \$99 million

Industrial

- Less than \$2 million
- \$2 to \$5 million
- \$5 to \$15 million
- \$15 to \$25 million
- \$25 to \$99 million

Infrastructure: Heavy

All contract amounts

Institutional

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$99 million

International

All contract amounts

Pre-Engineered Building

- Less than \$2 million
- More than \$2 million

Public Works / Environmental

All contract amounts

Renovation

- Less than \$2 million
- \$2 to \$10 million
- \$10 to \$99 million

Residential

All contract amounts

General Construction

Less than \$500,000

Other Construction

All contract amounts

Specialty Contracting

For a project with the company performing as a specialty contractor.

Electrical

More than \$10 million

Electrical: Commercial

- Less than \$2 million
- \$2 to \$10 million

Electrical: Industrial

- Less than \$2 million
- \$2 to \$10 million

Mechanical

More than \$10 million

Mechanical: Commercial

- Less than \$2 million
- \$2 to 10 million

Mechanical: Industrial

- Less than \$2 million
- \$2 to 10 million

Exteriors

All contract amounts

Interiors

All contract amounts

Sitework / Landscape

All contract amounts

Other Specialty Construction

All contract amounts

Project Safety Form

Complete this form and include it in the Project Safety section (tab 4) of the project's entry binder. Place this form as the first page behind the safety tab of the entry. No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.

- Did this project have a safety-related fatality? Yes No
If yes, do not submit your entry for this competition.

- Does your company have a written Safety and Health Policy Manual? Yes No
If yes, provide up to a one-page summary or include one page of its Table of Contents.

- Did you develop a site-specific Safety and Health Policy Manual? Yes No
If yes, provide up to a one-page summary or include one page of its Table of Contents.

- Were toolbox safety meetings held with employees? Yes No
Were these meetings documented? Yes No
Frequency of meetings: _____
Include a one-page summary or a one-page example.

- Was specialized training conducted on this project? Yes No
If yes, indicate types:

- Indicate total man-hours for all disciplines included in your contract on this project: _____
(General contractors and construction managers must also include all specialty contractors' hours on this project.)

- Indicate number of OSHA-recordable accidents on this project: _____
(Include accident counts for all specialty contractors under your contract.)

- Indicate number of OSHA restricted day cases on this project: _____

- Indicate number of OSHA lost-time accidents on this project: _____

- Provide the project's organizational chart identifying the person responsible for safety.

- Provide information about the person responsible for safety on this project and attesting to these accident rates:
Name: _____ Title: _____
Phone: _____ Email: _____
Signature: _____

- Does your company have a substance abuse policy? Yes No

- Were there any innovative safety and health programs used specific to this project? Yes No
Explain on a separate sheet of paper:

Project Entry Qualifications, Rights and Agreement

Include this form in the back of the project's entry binder

Property

All entries become the property of Associated Builders and Contractors (ABC). ABC will retain the applicant's entry binder as long as it is needed to fulfill program requirements. There is no guarantee that the binder will be returned to the applicant.

Entry Category Reassignment

ABC reserves the right to change an entry's original category if it determines that a project's opportunity to win will be enhanced by the change to the new category.

Photographs

Photographs submitted with the application become the property of ABC. Applicant must obtain the rights from the photographer to reprint the photographs without limitations. Ownership of a physical photo is not sufficient. Photographers normally maintain the copyright of photos; therefore, the applicant should confirm it has permission to copy and send photos to ABC for use without limitations. Any liability for copyright violation shall be borne solely by the applicant.

Grant of Rights

The applicant hereby grants to ABC the following non-exclusive rights: the right to reproduce, distribute and sell copies of the work throughout the year as part of the course materials described above, including the right to reprint the work, or any part thereof, whenever necessary and to license the use of the work, or any part thereof, in any medium or form of communication; and the right to use the applicant's name, photographs and biography, in connection with the work. The applicant reserves all rights not specifically granted herein.

Safety Provision

No project with a safety-related fatality is eligible to receive consideration for an award.

Warranty

The applicant warrants that the work is original, that its publication will not infringe on the rights of others, and that it has the full power to make this grant.

Notification and News Releases

Excellence in Construction Award winners will be notified within a week of the judging process through the ABC Florida First Coast chapter office, or by the Chapter Chair. News releases will be held after the awards ceremony takes place on August 7, 2009. Until that time the winners' information is kept confidential.

Applicant Agreement

I have enclosed a check for \$350 payable to "Associated Builders and Contractors" in accordance with the entry fee requirements. Also enclosed is the project entry binder that was prepared in accordance with the requirements indicated in this application.

I hereby give permission to Associated Builders and Contractors (ABC) to use the photographs and any information submitted to the ABC Florida First Coast Excellence in Construction Awards competition in ABC awards materials, including presentations and printed matter, as well as promotional materials and news releases.

Print name: _____

Title: _____

Signature: _____

Date: _____

E-mail address: _____

Phone: _____

Fax: _____