

2009 ABC of Western Pennsylvania Excellence in Construction Awards Project Entry Requirements and Forms



Associated Builders and Contractors of Western Pennsylvania invites your company to enter its best projects in the 2009 Excellence in Construction Awards competition.

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Program Overview

Associated Builders and Contractors of Western Pennsylvania invites you to enter your best project(s) in the 2009 ABC of Western PA Excellence in Construction Awards competition. Join your fellow merit shop companies to be recognized as “the best of the best” in the construction industry.

All award winners will be recognized at the annual ABC of Western Pennsylvania Excellence in Construction Awards Banquet on April 17, 2010. A company representative must be present to receive their award(s). Winners will also be recognized in the May 2010 edition of *For Members Only* and in all event press releases.

If you have any questions concerning the chapter Excellence in Construction Awards, please contact Allison Houser at ahouser@abcwpa.org.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may E-mail questions to ahouser@abcwpa.org.

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 December 31, 2009.

Entry Submission Requirements

- No E-mailed or faxed applications will be accepted. All projects must be submitted in person or via mail to:
Excellence in Construction Awards
ABC of Western Pennsylvania
3500 Spring Garden Avenue
Pittsburgh, PA 15212
- All projects must be received by the ABC of Western PA Office no later than **Thursday, March 4, 2010**. No exceptions will be made to this deadline.
- Each project must be submitted in a 1” three-ring binder not to exceed 10”x13” with a completed entry form.
- Each project binder must be submitted with a \$235.00 check made payable to Associated Builders and Contractors of Western Pennsylvania.

Award Categories

Awards of Excellence (Eagle Awards)

A total of four first place Eagle Awards may be presented, one for each category. Award winners will receive an Eagle trophy to signify ABC of Western Pennsylvania’s highest construction honor and free enterprise.

Awards of Merit

Up to two construction projects in each subcategory will be eligible for an Award of Merit with companies being limited to three winning entries. The Award of Merit contractor, architect, and owner winners will each receive an engraved pinnacle acrylic.

Judging Criteria

A group consisting of a cross section of the industry, including owners, architects, and other construction industry leaders, will comprise the judging panel. They will judge each entry based on the following:

Overall Presentation and Appearance of Entry

- Each entry must be presented in a 1/2" - 1" three-ringed binder not to exceed 10"x13".
- Each section (listed below) must be separated with a label tab.
- The company's name, logo, entry title, and entry category must be displayed on both the cover and spine of the binder. Please include a file containing your company's logo with your CD or Flash Drive.

Tab Section 1 - *Entry forms*

You must include the completed entry forms as the first section of your entry.

Tab Section 2 - *Photography*

You must include with your entry five (minimum) to ten (maximum) 8"x10" photographs. A brief description should accompany each photograph. In addition to the printed photos included in your binder, you must provide a non-returnable CD or Flash Drive with all photos in .jpg or .TIF format. Applicants must obtain the rights from their photographer to reprint the photographs without limitations. Any liability for copyright infringement shall be borne solely by the applicant. Absolutely no videos will be accepted.

Tab Section 3 - *Contracted Scope*

You must provide a detailed description of your scope for this project (maximum of two pages). Responses should include the following:

- Type of construction
- Size of project
- Contract value
- Length of project
- Percentage of labor which is self-performed.

This section should be included in your non-returnable CD or Flash Drive.

Tab Section 4 - *Narrative*

Describe the innovative programs relating to personnel management, quality control, scheduling, value engineering, value engineering dollar value, the special obstacles you overcame in completing the project, and the degree of difficulty or extenuating circumstances encountered in completing the project. *Why is this project special? What qualifies it for an award?* This section is limited to five pages and should be included in your non-returnable CD or Flash Drive.

Tab Section 5 - *References*

You should include a letter of recommendation from both the owner of the project and the project architect (for general contractors) or the general contractor (for specialty contractors). You may also include letters from the design team, specialty contractors, etc.

Tab Section 6 - *Supplemental Materials*

You may provide supporting materials such as diagrams, additional graphics, media coverage, advertisements, etc. This section is limited to five pages.

Tab Section 7 - *Merit Shop*

With regard to your scope of the project, what opportunities did you provide to your fellow ABC members to participate based on merit. You must include a list of *all* companies involved in the project with a designation of ABC members.

Tab Section 8 - *Safety Section*

No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an award. If your company is a Safety Training Evaluation Process (STEP) award winner, include a copy of your certificate.

Category Information

General Contractor / Construction Management

Commercial (*office buildings, banks, retail facilities, hotels, etc.*)

- Less than \$5 million More than \$5 million

Institutional (*schools, churches, etc.*)

- Less than \$5 million More than \$5 million

Industrial (*manufacturing plants, facilities, etc.*)

- Less than \$5 million More than \$5 million

Historical (*restoration of historical buildings*)

- Less than \$5 million More than \$5 million

Healthcare (*hospitals, nursing homes, etc.*)

- Less than \$5 million More than \$5 million

Renovation (*non-historical existing buildings*)

- Less than \$5 million More than \$5 million

LEED (Leadership in Energy & Environmental Design Green Building Rating System)

- Less than \$5 million More than \$5 million

Electrical Contractors

Commercial (*hospitals, outdoor lighting, institutional, etc.*)

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

Institutional (*schools, churches, etc.*)

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

Industrial (*manufacturing plants, facilities, etc.*)

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

Mechanical Contractors

Commercial (*hospitals, shopping centers, etc.*)

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

Institutional (*schools, churches, etc.*)

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

Industrial (*manufacturing plants, facilities, etc.*)

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

Specialty Contractors

Interior Contractor (*drywall, tile ceilings, flooring, etc.*)

Heavy/Highway (*streets, highway, etc.*)

Exterior Contractor (*exterior wall, roofing, etc.*)

Other: _____

Sitework / Landscape (*landscaping interior, exterior, etc.*)

Project Description

Please provide a short paragraph describing what is so special about your project. This paragraph will be used at the awards banquet if your project wins in its category.

Entry Form

Provide the requested information exactly as it should appear in award-related materials and on the award, should your entry win.

Contractor Information

Name of Contractor Company: _____

Name and Title of Principal: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: (____) ____ - ____ Fax Number: (____) ____ - ____

Contact person for questions regarding this application: _____

Title: _____ E-mail: _____

The contact person listed will receive E-mail confirmation that your entry has been received.

Project Information

Title of Project: _____

Project Location: _____

Contract Amount: _____

Entry Category (see previous page): _____ Entry subcategory: _____

Name of Primary Architect/Engineer Firm*: _____ * You may list only one Architect or Engineer

Contact: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of Project Owner: _____

Contact: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Start Date of Construction: _____

Completion Date**: _____

***Project must have been completed by December 31, 2009*

Safety Information

- Does your company have a written Safety & Health Policy Manual?
 Yes No
If yes, please provide a one-page summary in the Safety Section of your entry.
- Did you develop a site-specific Safety & Healthy Policy Manual?
 Yes No
If yes, please provide a one-page summary in the Safety Section of your entry.
- Were toolbox safety meetings held?
 Yes No
- If you answered "yes" to question 3, were these meetings documented?
 Yes No
If yes, how often? _____
If yes, please provide a one-page summary in the Safety Section of your entry.
- Was specialized training conducted on this project?
 Yes No
If yes, what types? _____
- Did this project have a safety-related fatality?
 Yes No
If yes, do not submit this project.
- What is the total number of man-hours for all disciplines included in your contract for this project? _____ hours
General Contractors and construction managers must also include all specialty contractors' hours on this project.
- How many OSHA recordable accidents occurred during this project _____ accidents
How many OSHA-restricted day cases occurred during this project? _____ restricted day cases
How many OSHA lost-time accidents occurred during this project? _____ lost-time accidents
- What is the name and title of the employee responsible for safety on this project? _____
Was this person responsible for safety identified as such in the project's organization chart?
 Yes No
If yes, please provide this chart in the Safety Section of your entry.
- 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
If yes, please include a one-page description in the Safety Section of your entry.

Rights and Agreements

By signing below, you agree to the following submission criteria:

Property

All entries (including binder and CD or Flash Drive) become the property of Associated Builders and Contractors of Western Pennsylvania. Nothing will be returned to the applicant.

Entry Category Reassignment

The Business Development Committee and/or judging panel have the right to alter submission category if either 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 of Western PA. Applicants 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, applicants should confirm permission to copy and send photos to ABC of Western PA for use without limitations. Any liability for copyright violation shall be borne solely by the applicant.

Grant of Rights

Applicants hereby grant to ABC of Western PA the following non-exclusive rights: the right to reproduce, distribute and sell copies of the work in any medium or form of communication; the right to use the applicants' names, photographs and biographies, in connection with their works.

Safety Provision

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

Warranty

Applicants warrant that their works are original, that their publication will not infringe on the rights of others, and that they have the full power to make this grant.

Notifications and News Releases

ABC of Western Pennsylvania 2009 Excellence in Construction Award winners will be notified within a week of the March 2010 judging process if they have won an Award of Merit. News releases will be held until after the awards ceremony takes place on April 17, 2010. ABC will provide winners with a news release and a photograph within two weeks of the ceremony. Until that time, the winners' information is embargoed. Awards of Excellence will not be announced until the event and will only be awarded to the submitting company (not the Architect/Engineers or Project Owners).

Attendance

At least one representative from your company will attend the 2009 Excellence in Construction Awards Banquet on April 17, 2010, to accept your award if your entry wins. Winners without an attendee present forfeit their award. Should your entry win, both the Architect/Engineer and Project Owner will receive a letter announcing their award, an event invitation, and a replica of your award at the event. If they do not attend, you will be responsible for presenting their award following the event.

Applicant Agreement

I have enclosed a check for \$235.00 payable to "Associated Builders and Contractors of Western Pennsylvania" in accordance with the entry fee requirements. Also enclosed is the project entry binder prepared in accordance with the requirements indicated in this application. I hereby give permission to Associated Builders and Contractors of Western Pennsylvania to use the photographs and any information submitted to the ABC of Western Pennsylvania Excellence in Construction Awards competition in awards materials, including presentations and printed matter, as well as promotional materials and news releases.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

E-mail Address: _____

Phone: (____) ____ - _____ Fax: (____) ____ - _____

The completed category information form, entry form, agreement form, and completed binder must be turned into the ABC of Western PA office no later than **Thursday, March 4, 2010**. No exceptions will be made to this deadline. If you have any questions, please contact Allison Houser at ahouser@abcwpa.org.