

ABC Massachusetts Chapter

2015

**EXCELLENCE IN
CONSTRUCTION
AWARDS**

Entries



**Massachusetts
Chapter**

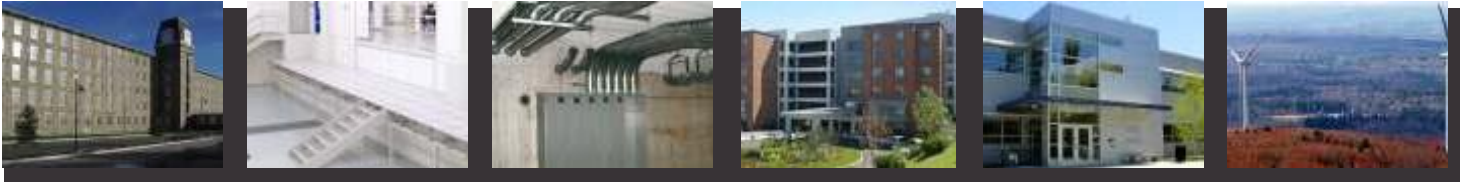


2015

EXCELLENCE IN
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Entry Guidelines



The Massachusetts Chapter of Associated Builders and Contractors invites you to participate in our Twenty-Third Excellence in Construction Awards Competition. This is an opportunity to have your project(s) join a distinguished roster of merit shop projects for recognition by ABC as the “best of the best” in the construction industry.

Benefits

Participation in the Excellence Awards provides a unique tool in building relationships with key clients and is a tremendous opportunity to build morale within your company as your employees earn the public recognition they deserve for delivering a successful job.

The Excellence Awards will help grow your business by raising your company’s profile among industry leaders. Winners will be recognized during the Twenty-Second Annual ABC Massachusetts Chapter Awards banquet held in November. Winners also benefit from coverage in Building Massachusetts, ABC’s semi-annual magazine, the ABC Construction Users’ Guide and Directory, exposure via the homepage of the chapter’s website and additional coverage in local newspapers and magazines.

Purpose

This competition is intended to increase awareness in our local communities regarding the quantity and quality of work being produced by members of the Massachusetts Chapter of ABC. By calling attention to excellence, we will continue to set the standard throughout the construction industry.

Eligibility

The competition is open to any general contractor or subcontractor member of the Massachusetts Chapter of ABC in good standing. To be eligible for the 2015 ABC Massachusetts Chapter Excellence in Construction Awards, projects must be completed between September 1, 2012 and August 1, 2015. There is no geographic limitation on the location of any project. **Advance registration is required.**

Award Categories

Award categories are designed to cover the full spectrum of construction work. ABC will present First Place Excellence in Construction Awards and Second Place Merit Awards among the categories. (Awards may or may not be presented in all categories based on the entries received and the decision of the judges.)

In addition to First and Second Place awards, a Spirit Award is presented to the contractor that uses the most ABC members on their project. ABC will also recognize outstanding achievements in green/sustainable construction with the ABC Building Green Awards.

Judging

Projects will be judged, using the criteria outlined in Judging Criteria, on:

- Format/Requirements
- Description/Scope
- Narrative
- Safety
- Photography
- Endorsements
- Supplemental Materials (Press, PR)
- AQC Contractor

An independent panel of judges from the architectural, engineering, developer and owner communities will evaluate each project based on the entry package and on site inspections, as deemed necessary. **The panel of judges will determine award winners and its decisions are final.**

All entries must be received by ABC Massachusetts Chapter no later than September 1, 2015. Applications are not officially entered into the Excellence in Construction Awards until full payment of the \$300 entry fee is received by ABC Massachusetts.

If you have questions, or need assistance in completing the entry form, please call us anytime at 781-273-0123.



All entries must be received by: September 1, 2015

Please email entries to: dave@abcma.org

All entries MUST use the Official Entry Form.

Judges will award points to entries based on the following criteria.

Format/Requirements: 3 Points

Meets format and requirements

Contracted Scope: 10 Points

Detailed description of project – type of construction, size of project, contract value, length of project, percentage of labor that is self-performed.

Narrative: 36 Points

See guidelines in Narrative section of Entry Form.

Safety: 25 Points

Entries must include the specific safety information requested. No project with a safety-related fatality is eligible to be considered for an award. A copy of a general company safety policy will not suffice. ABCMA EICA Safety checklist included in this form must be completed.

Photographs: 10 Points

Submission of digital photographs (JPG, TIF files) preferred. Photograph submissions are limited to ten (10) digital pictures. ABC strongly recommends that you hire a professional photographer and include before and after images.

Applicants must obtain the rights from their photographer to reprint the photographs without limitations. Ownership of a physical photo is not sufficient. Photographers normally retain the copyright of photos; so applicants should ensure they have permission to copy and send photos to ABC for use without limitations. Any liability for copyright violation shall be borne solely by the applicant. In addition, photographs should be submitted electronically in a jpeg or tif file format. Your

promotional picture should be at least 300 dpi, and be 4x6 or 5x7. (Note: on average, your digital camera should be at least 4 mega-pixels.)

Endorsement/References: 10 Points

An owner's letter is required for GC entries. The owner's letter should attest to the contractor's successful completion of the project and describe the reasons for the project's success from the owner's perspective. An owner's letter is also recommended for subcontractor entries, but at a minimum a letter from the general contractor is required.

Supplemental Materials (press, PR): 5 Points

Any press and PR coverage and materials, as well as, other printed material.

AQC Contractor: 1 Point

Provide copy of certificate or letter demonstrating current participation in National ABC's Accredited Quality Contractor program. Verification can be obtained by emailing aqc@abc.org.

ABC Member Involvement: 3 Bonus Points

(For consideration for bonus points and Spirit Award.)

This list should include ABC member company names and the state they are located in.

Green/Sustainable Construction:

(Optional – Include information if consideration for ABC Building Green Award is desired)

ABC recognizes outstanding achievements in green/sustainable construction with the ABC Building Green Award. The award will recognize the project entry(ies) that, in the determination of the judges, demonstrate(s) significant achievements in green construction and, as a result, enhance the sustainability of the built environment and society at large.

Attachments:

Insert all attachments at the end of the EICA application in the order indicated on the Entry Form.



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Entry Form: Project Overview

Project Information: Provide the requested information exactly as it should appear in award-related materials and on the award.

1. **Name of Project:** _____ **Project Location: City:** _____ **State:** _____

2. **Name of Contractor/Subcontractor Submitting Project:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Telephone: _____

Company Principals & Titles: _____

3. **Architect** **Engineer** (check one)

Firm Name: _____

4. **Client** **Owner** (check one, or both if applicable)

Firm Name: _____

5. **Dollar Value of Project (or Portion of Project if Subcontract):** _____

6. **Starting Date of Construction:** _____ **Completion Date :** _____

Entry Category: Please check the category that applies

General Construction/Construction Management

Commercial/Institutional/ Industrial Pre-Engineered Building

- Under \$1M
- \$1-\$5M
- Over \$5M

- Under \$2M
- \$2-\$10M
- Over \$10M

Health Care

- Under \$5M
- \$5-\$10M
- Over \$10M

Public Works/Environmental

- All Contract Amounts

Renovation

- All Contract Amounts

Historical Restoration

- Under \$1M
- Over \$1M

Residential

- All Contract Amounts

Other General Construction

- All Contract Amounts

Infrastructure/Heavy

- All Contract Amounts

Specialty Construction

Electrical: Commercial/ Industrial

- Under \$250K
- \$250 - \$500K
- \$500K - \$1M
- Over \$1M

Site Work/Landscape

- All Contract Amounts

Other Specialty Construction

- All Contract Amounts

Exterior Finish

- All Contract Amounts

Interior Contractor

- All Contract Amounts

Mechanical: Commercial/ Industrial

- Under \$250K
- \$250 - \$500K
- \$500K - \$1M
- Over \$1M

Signature: _____

Submission from the signer's email address shall constitute an electronic signature. I agree to pay the non-refundable \$300 entrance fee and acknowledge that said application is not officially entered into the Excellence in Construction Awards until full payment is received by ABC Massachusetts. I give ABC permission to use photographs and any information submitted for the Excellence in Construction Awards in ABC awards materials (presentations, printed matter, etc.), promotional materials and news releases. All award entries become property of ABC. Only members in good standing may enter. I understand that my entry fee is non-refundable.



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Entry Form: Contracted Scope & Narrative



Project Overview/Contracted Scope: 10 Points/125 Words

Provide a description of your project, include the type of construction, size of the project, contract value, length of the project, percentage of labor that is self performed. Click on the text box and type. Limit your answer to 125 words.

Project Narrative: 36 Points

The Project Narrative consists of four (4) sections: 1. Project Highlights, 2. Unique or Innovative Elements, 3. Extenuating Circumstances, 4. Your Passion for the Project. For maximum points, you must complete all four (4) sections.

1. Project Highlights

Describe the highlights of your project: What about the project is special and why does it qualify for an award? Whether it's tangible or intangible, a human element or design challenge, describe what exactly set this project apart. Please limit your answer to 250 words.



2. Unique/Innovative Programs or Project Elements: 250 Words

Describe any unique or innovative programs you implemented or any unique project elements. These could include personnel management, quality control/scheduling, value engineering or any other truly unique/innovative aspect of the project. The key is that it be unique/innovative, not something routine that was simply done well. Provide specific examples, and refrain from generalizing.

Please limit your answer to 250 words.



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Entry Form: Narrative

3. Special or Extenuating Circumstances: 250 Words

Describe any special or extenuating circumstances you overcame, and/or a unique degree of difficulty you encountered in completing this project. This is an opportunity to describe how you went “above and beyond the call of duty.” Please limit your response to 250 words

4. Why This Project is Deserving of an Award: 250 Words

Describe why you feel passionately about this project. Whether it’s tangible or intangible, a human element or design challenge, describe your emotional connection to this project. Describe why this project gets your juices flowing. Please limit your response to 250 words



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Entry Form: Project Safety

Project Safety: 25 Points

Complete the ABC/MA EICA Safety checklist below. **No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.**

If you were a STEP award recipient within the last five (5) years, indicate year and category:

| | | | | | | |
|-------------|-----------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| Year: _____ | Category: | <input type="checkbox"/> Bronze | <input type="checkbox"/> Silver | <input type="checkbox"/> Gold | <input type="checkbox"/> Platinum | <input type="checkbox"/> Diamond |
| Year: _____ | Category: | <input type="checkbox"/> Bronze | <input type="checkbox"/> Silver | <input type="checkbox"/> Gold | <input type="checkbox"/> Platinum | <input type="checkbox"/> Diamond |
| Year: _____ | Category: | <input type="checkbox"/> Bronze | <input type="checkbox"/> Silver | <input type="checkbox"/> Gold | <input type="checkbox"/> Platinum | <input type="checkbox"/> Diamond |
| Year: _____ | Category: | <input type="checkbox"/> Bronze | <input type="checkbox"/> Silver | <input type="checkbox"/> Gold | <input type="checkbox"/> Platinum | <input type="checkbox"/> Diamond |
| Year: _____ | Category: | <input type="checkbox"/> Bronze | <input type="checkbox"/> Silver | <input type="checkbox"/> Gold | <input type="checkbox"/> Platinum | <input type="checkbox"/> Diamond |

Does your company have a written Safety & Health Manual? Yes No
(If yes, attach a copy of the Table of Contents to your email submission)

Did you develop a site-specific Safety & Health Manual? Yes No
(If yes, attach a copy of the Table of Contents to your email submission)

Were Toolbox Safety Meetings Held? Yes No
(If yes, attach documentation or an actual example to your email submission)

How often did you hold Toolbox Safety Meetings?

Was specialized training conducted on this project? Yes No

What types?

List the total man-hours for all disciplines included in your contract:
(GCs and CMs must also include specialty contractors' hours on this project)

Number of OSHA recordable accidents on this project:
(GC's: include all specialty contractors under your contract)

Number of OSHA restricted day cases on this project:

Number of OSHA lost-time accidents on this project:

If you wish to provide any additional information relative to any listed accidents or restricted day cases, please do so here:

Name and title of person responsible for safety on this project:

Name: _____

Title: _____

Was the person responsible for safety identified as such on the organization chart? Yes No

Does your company have a substance abuse policy? Yes No

Were there any innovative safety and health programs used specific to this project? (if yes, attach a sample to your email submission) Yes No



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Entry Form: Photographs & Other Required items



Project Photographs: 10 Points

Photograph submissions are limited to ten (10) digital pictures. To obtain maximum points, provide “In-Progress” photos for new construction and “before and after” photos for restoration and renovation projects. Photographs must be submitted electronically in jpeg or tif format. The very first photo in your attachment will be your promotional picture and it should be at least 5x 7, 300 dpi. (NOTE: Your digital camera should be at least a 4 mega-pixel model).

Please include photographs as an attachment to your submission email.

REMINDER: PHOTO #1 should be the picture you want to use in any promotional material.

Endorsement/References: 10 Points

For General Contractor/Construction Manager Entries:

An owner’s letter is required for all General Contractor and Construction Manager entries.

The owner’s letter should attest to the contractor’s successful completion of the project and describe the reasons for the projects success from the owner’s perspective

For Subcontractor Entries:

A letter from the General Contractor or Construction Manager is required for all Subcontractor entries.

The General Contractor letter should attest to the Subcontractor’s contribution to the successful completion of the project. In addition, it may also highlight specific areas in which the Subcontractor’s performance was considered by the GC to be outstanding.

An owner’s letter is recommended for Subcontractor entries, but not mandatory.

Supplemental Materials (Press, PR): 5 Points

Any press or PR and materials, as well as printed material

ABC Accredited Quality Contractor (AQC): 1 Point

Yes

No



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Entry Form:ABC Member Involvement
Green Sustainable Construction (optional)



ABC Member Involvement: 3 Bonus Points

(For consideration for bonus points and Spirit Award)

ABC recognizes the entrant that used the most member companies on their project with a Spirit Award. This list should include ABC member company names and the states they are located in for any ABC member involved in the project.

Green/Sustainable Construction

(Optional. Include information if you want your project to be considered for an *ABC Green Building Award*.)

ABC recognizes outstanding achievements in green/sustainable construction with the ABC Building Green Award. The award will recognize the winning project entry(ies) that, in the determination of the judges, demonstrate(s) significant achievements in green construction and, as a result, enhance the sustainability of the built environment and society at large.

Please detail, with specificity, all green/sustainable elements of the project and the entrant's role in these elements. Include any ratings/credentialing, such as LEED certification or other recognized green/sustainable designations that have been achieved.



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Attachments

Attachments

Include all of the attachments listed below in your submission email.

1. Safety

- A. Company Safety & Health Policy Manual: The Table of Contents
- B. Site Specific Safety & Health Policy Manual (if applicable): The Table of Contents
- C. Toolbox Safety Meetings: Documentation or an actual example from your Tool Box Safety Log/Manual
- D. Innovative Safety & Health Programs (if applicable)

2. Photographs

- A. Photo # 1 – This should be the promotional photo, minimum 5 x 7 300 dpi
- B. Photo # 2
- C. Photo # 3
- D. Photo # 4
- E. Photo # 5
- F. Photo # 6
- G. Photo # 7
- H. Photo # 8
- I. Photo # 9
- J. Photo # 10

3. Owner/General Contractor Letter(s)

4. Supplemental Material

The submission format is a PDF-based document again for this year. If you have questions or difficulty including all of the attachments in an email, or have any other questions about completing the entry form, please call Dave Murphy at ABC/MA 781-273-0123 or by email dave@abcma.org.