

2014 ABC Florida East Coast Chapter Excellence in Construction Awards

Project Entry Requirements and Forms

Associated Builders and Contractors invites your company to enter its best projects in the 2014 ABC Florida East Coast Chapter Excellence in Construction Awards competition.

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Program Overview



Florida East Coast
Chapter

Your company has the opportunity to compete for honors in the construction industry's premier awards program – the ABC Florida East Coast Chapter Excellence in Construction Awards competition – recognizing the outstanding merit shop projects of the year. Use this application and the included forms to enter your company's best project(s).

All award winners will be recognized at an awards celebration at the Seminole Hard Rock Hotel & Casino in Fort Lauderdale, Florida on Friday, October 17th. The ceremony will feature a multi-media presentation highlighting the Eagle and Pyramid winners.

All winners will be recognized in the winner's booklet that will be distributed to all ABC members and serve as a program at the EIC awards banquet, and listed on the ABC East Florida ProjectMap™ page.

www.ABCEastFlorida.com/eic

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may email questions to eic@abceastflorida.com.

Project Safety Requirement:

No project that involves prime, multi-prime or sub-trade contractors that has a safety-related fatality is eligible to be considered for an award.

Completion of Project Requirement:

To be eligible for award consideration, the project must be completed between August 1, 2012 and May 30, 2014. *(Note: Projects slated for completion in Summer 2014 may be eligible to compete. Contact Jill Siegel for more information at (954) 984-0075.)*

Project Entry Steps:

1. Mailed Project Binder with Application Forms – All project binders including application forms must be mailed to the ABC Florida East Coast chapter office with a postmark or shipping service pick-up date no later than Friday May 30, 2014. Only one copy of the binder is required. Note that the binders become the property of ABC and will not be returned.

2. Project Entry Fee – Each project binder must be submitted with a \$375 check made payable to ABC-FEC. If you are submitting multiple projects, you may combine the fees in one check if the entries are being sent to ABC in the same package.

Entry Deadlines:

Absolutely no extensions can be made to the indicated deadlines.

Mailing Address:

Associated Builders and Contractors, Florida East Coast Chapter
Attention: 2014 Excellence in Construction Awards
3730 Coconut Creek Parkway, Suite 200, Coconut Creek, Florida 33066

More Information:

Specific questions may be directed to the ABC-FEC office by sending an email to eic@abceastflorida.com.

Overview of Award Categories

Awards may be presented in 51 categories. For further descriptions of each category, see the Excellence in Construction web page at www.abceastflorida.com/eic.

Eagle Award

A total of 51 first place Eagle Awards may be presented. Award winners will receive a specially designed eagle sculpture to signify construction's highest honor.

Pyramid Award

Up to two construction projects in each category will be eligible for a Pyramid Award. Award winners will receive a specially designed pyramid award.

Greener Tomorrow Award

Special recognition will also be given to select Eagle Award winners for LEED projects. To be considered for this award, please include your LEED scoring sheet in section 8.

Project of the Year Award

All general contractor applicants are eligible upon submission of their application. Project of the Year will be awarded based on overall scores and judges' votes.

Specialty Contractor of the Year Award

All specialty contractor applicants are eligible upon submission of their application. Specialty Contractor of the Year will be awarded based on overall scores and judges' votes.

Judging Criteria

Please read each section carefully.

The panel of judges represents a cross section of construction industry experts, including owners, architects, engineers and other industry leaders. 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 8 (8 is optional) listed below.
- Indicate the following on the spine and cover of the binder: company name, project name and entry category.
- Include the Project Information Form, Project Award Category Form and Safety Form in the binder. Each form is available in this document.
- All documents included in the binder must be on single-sided 8 ½" x 11" sheets. No oversized paper is permitted.
- Do not send videos, DVD presentations or oversized documents.
- Do not include a table of contents or cover letter.
- General Contractors must include a cd or jump drive with a complete list of subcontractors in Word or Excel with the following information:
 1. Name of company, scope of their work on the project (millwork, plumbing, etc.), name of contact person, email address and phone number of the contact person.
 2. Specify your lead contractor in the following categories: Mechanical, Electrical, and Plumbing. (Specify only one of each category)

Contracted Scope – Tab Section 1

(10 points)

Up to one full single-sided 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.
- Provide a comprehensive digital list on CD or flash drive of subcontractors who worked on the project.

Project Narrative – Tab Section 2

(30 points)

- Up to four pages single-sided.
- 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.
- Projects entered into the Community / Public Service categories may include up to five pages, with the fifth page being a separate page describing why the project qualifies for the category. Include a description of the resources donated by your company.

Photographs – Tab Section 3

(8 points)

- Submit photographs of the project on no more than 10, single-sided 8 ½" by 11" sheets. There is no limitation on the number or size of the photographs for the 10 pages, although 5-10 total photos are recommended.
- To obtain maximum points, provide "in progress" photos for new construction or "before and after" photos for restoration and renovation projects.

Judging Criteria (continued)

- You must indicate which photograph you want used for the slideshow and printed program.
- Provide a descriptive caption for each printed photograph, but keep the electronic images on the CD or flash drive clear of any labels or captions.
- A CD or flash drive with your digital photos saved at a high resolution (minimum of 300 dpi) is required. Include the CD or drive in a vinyl sleeve, properly labeled and securely fastened. The label should include the company name and the project name.
- 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.
- Photographer's Use Authorization: If any of photos being submitted were taken by a third-party photographer, the photographer's written authorization to use the photos is required. There are two ways to comply: (1) the photographer can sign and date the licensing agreement included in this document, or (2) applicant must submit a letter from the photographer giving ABC authorization to use the photos, which must follow the licensing agreement in this document. No changes are allowed to this document.

Project Safety – Tab Section 4

(33 points)

- Complete the separate Project Safety form on page 7 of 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.
- The second page must be your company's OSHA Form 300 (project specific, if available) for the year(s) the project was under construction, with personal information redacted.
- You may include supplemental materials such as drug and alcohol free workplace agreement(s), STEP awards, etc.
- No project that involves a prime, multi-prime, subcontractor or any trade related work regardless of the type of contract, that has a safety-related fatality, is eligible for an Excellence in Construction Award.

References – Tab Section 5

(10 points)

- Include letters of recommendation from third-parties involved with the project, such as the owner and design team. If the owner is unable to provide a letter of recommendation due to company policy, include a letter from the owner on their letterhead stating they are unable to provide a reference. There is no limit to the number of letters that may be included.
- General contractors must submit letters from at least the owner and the architect.
- Specialty contractors must submit a letter from at least the general contractor.

Supplemental Materials – Tab Section 6

(2 points)

- Up to five single-sided pages.
- Provide any miscellaneous supporting materials such as diagrams and other graphics, media coverage, other awards and promotion.
- Do not submit oversized documents.

AQC Contractor – Tab Section 7

(2 points)

- If your company is designated as an ABC 2014 Accredited Quality Contractor (AQC) member, include a copy of the company certificate. If necessary, a copy of the certificate may be requested by emailing aqc@abc.org.

Greener Tomorrow Award – Tab Section 8 (Optional)

Projects that win an Eagle will be eligible to be judged for a Greener Tomorrow Award. If your project is a Leadership in Energy and Environmental Design (LEED) project and you would like it to be considered for the Greener Tomorrow Award if awarded an Eagle, submit a copy of the project's LEED score sheet that was submitted to the U.S. Green Building Council.

Project Information Form

Provide the requested information exactly as it should appear in award-related materials and on the award. Include this form as the first page of the project's entry binder. Note that each project submitted requires a completely separate entry form and binder. If you have any questions regarding this application, please call the ABC office at (954) 984-0075 or email eic@abceastflorida.com.

Contractor Information

Name of contractor: _____

Company principal and title: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Street address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Please indicate if you are a women or minority-owned business: WBE MBE

Primary Contact Information

Contact name: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Project Information

Name of project: _____

Project location: (Address or major cross street) _____

City: _____ State: _____ Zip: _____

Contract amount: _____ Award entry category (see list on page 6): _____

Name of primary architect (firm name): _____

Name of primary architect (contact name): _____

Name of primary engineer (firm name): _____

Name of general contractor (if applying company is a specialty contractor): _____

Name of client/owner (firm name): _____

Name of client/owner (contact name): _____

Starting date of construction: _____ Completion date of construction: _____

Please provide a profile description of the project to be included in the awards presentation. (60 words or 350 characters or less).

Other Project Information

Was this a design-build project, with design and construction services under one contract with a single point of responsibility? YES NO

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

If it was a LEED project, indicate the status of the LEED certification:

Under Review Certified as _____ Level Did not submit

Save form on my computer

Project Award Category Form

Include this form in the front of the project's entry binder, immediately behind the Project Information Form.

General Contracting / Construction Management

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

Mega-Projects

More than \$100 million

Commercial

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

Community / Public Service

All contract amounts up to \$100 million

Federal Government / Military

- Less than \$10 million
- \$10 to \$100 million

Healthcare

- Less than \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

Historical Restoration / Renovation

- Less than \$25 million
- \$25 to \$100 million

Industrial

- Less than \$5 million
- \$5 to \$15 million
- \$15 to \$25 million
- \$25 to \$100 million

Infrastructure: Heavy

All contract amounts up to \$100 million

Institutional

- Less than \$5 million
- \$5 to \$10 million
- \$10 to \$25 million
- \$25 to \$100 million

Pre-Engineered Building

All Contract Amounts up to \$100 million

Public Works / Environmental

All contract amounts up to \$100 million

Renovation

- Less than \$4 million
- \$4 to \$10 million
- \$10 to \$100 million

Residential

- Single-family projects up to \$100 million
- Multi-family and condominium projects up to \$100 million

Other Construction

- Less than \$2 million
- \$2 to \$100 million

Specialty Contracting

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

Community / Public Service

All contract amounts

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

Plumbing

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

Mechanical

More than \$10 million

Mechanical: Commercial

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

Mechanical: Industrial

Less than \$10 million

Exteriors

- Masonry, precast or stone
- All other exterior finishes

Interiors

- Acoustical, drywall, millwork or plaster
- All other interior finishes

Sitework / Landscape / Hardscape

All contract amounts

Other Specialty Construction

- Less than \$1 million
- More than \$1 million

Save form on my computer

Project Safety Form

Complete this form and include it as the first page of the Project Safety section (tab 4) of the project's entry binder.

This form is mandatory. No project that involves a prime, multi-prime, subcontractor or any trade related work regardless of the type of contract, that has a safety-related fatality, is eligible 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.

- Include a copy of the OSHA Form 300 for your company (project specific, if available) for the year(s) the project was under construction immediately behind this form in the Project Safety section (tab 4) of the binder, with personal information redacted.

- If your company is a Safety Training Evaluation Process (STEP) award recipient, include a copy of your bronze, silver, gold, platinum or diamond-level certificate from the year the project was performed or from 2013. For more information about STEP and to receive a STEP application, send an email to safety@abc.org.

- 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 an example, up to two pages.

- Was specialized training conducted on this project? YES NO

If yes, indicate types on a separate page.

- 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: _____

- Compute the project's Total Recordable Incidence Rate:

TRIR = Number of recordable accidents x (200,000/ total man hours for the 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 written substance abuse policy? YES NO

If yes, provide a copy of the table of contents.

- Additional information regarding any innovative safety and health programs used on this project or the company's overall safety program may be included.

Save form on my computer

Project Entry Qualifications, Rights and Agreement

Include this form as the last page of the project's entry binder.

Property

All entries become the property of Associated Builders and Contractors Florida East Coast Chapter, Inc. (ABC-FEC). The binder will NOT be returned to the applicant. It is suggested the applicant make a copy of the binder for the company's records.

Entry Category Reassignment

ABC-FEC 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. ABC-FEC also reserves the right to redistribute the contract volume levels within a category.

Photographs (This section may be copied to a separate page for ease of gaining signature. No amendments will be accepted.)

Photographs submitted with the application have been licensed by the photographer to be used by ABC-FEC. Applicant has obtained the signature of any third party photographer to reprint the photographs without limitations.

License to Use: The undersigned photographer hereby grants Associated Builders and Contractors Florida East Coast Chapter, Inc. ("ABC-FEC") a non-exclusive license regarding my photographs submitted by applicant in support of its entry in the ABC Excellence in Construction Awards competition ("Competition"). This license grants ABC-FEC an unlimited right to use, reproduce, crop, resize, publicly display, distribute, and transmit electronically including on the internet, my photographs in connection with the Competition including but not limited to the promotion of the Competition and the announcement and promotion of any awards, without payment of any royalty or license or other fee by or from ABC-FEC or applicant or agent or other representative of ABC-FEC or applicant.

Photographer's Name (print): _____ Phone: _____

Photographer's Name (signature): _____ Date: _____

Grant of Rights

The applicant hereby grants to ABC-FEC the following non-exclusive rights: the right to reproduce, distribute and sell copies of the work throughout the year as part of the competition 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 that involves a prime, multi-prime, subcontractor or any trade related work regardless of the type of contract, that has a safety-related fatality, is eligible 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.

Applicant Agreement

I have enclosed a check for \$375 payable to ABC-FEC 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 Florida East Coast Chapter, Inc. (ABC-FEC) to use the photographs and any information submitted to the ABC 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: _____

Pay application fee online

Save form on my computer