



OFFICIAL ENTRY PACKET
THE INTERNATIONAL PARKING INSTITUTE

2012 Awards of Excellence

**Deadline for submissions is
Friday, December 16, 2011**

CATEGORY I

Best Design of a Parking Facility with
Fewer than 800 Spaces

CATEGORY II

Best Design of a Parking Facility with
800 or More Spaces

CATEGORY III - New

Best Design/Implementation of a
Surface Parking Lot

CATEGORY IV

Innovation in a Parking Operation or
Program and Sustainable Parking/
Transportation Program or Operation

CATEGORY V

Best Parking Facility Rehabilitation
or Restoration

CATEGORY VI - New

Award for Sustainable Parking &
Transportation (Design) Excellence

CATEGORY VII

Award for Architectural Achievement



Chicago's Self-Park was among the
parking projects recognized in 2011.



Winners are featured on the cover of *The Parking Professional* magazine and receive valuable, business-building media coverage. In 2011, media coverage included *The New York Times* and dozens of other newspapers, websites and blogs.

IPI INTERNATIONAL
PARKING
INSTITUTE™
Advancing the parking profession™

You are cordially invited to enter **IPI's 30th Annual Awards of Excellence Competition**

The competition was created in 1982 with the initial aim to recognize and commend the trend toward parking facilities that are aesthetically appealing as well as functional, and to encourage excellence in future parking design. The program was expanded in 1985 to encourage innovation in parking programs and operations.

This year, IPI is expanding the competition to include **two new categories**: one for **best design of a parking surface lot** and one for **best sustainable program/operation of a parking/transportation facility**.

Hundreds of parking facilities and programs have been submitted during competitions since 1983. Facilities and operations from Anchorage to Miami and from Hawaii to Canada have been recognized as outstanding examples of parking design and operational creativity.

IPI is now accepting electronic entries for the open competition from public agencies, jurisdictions, institutions, organizations, or corporations which own parking facilities completed or renovated since January 1, 2009, or that conduct parking programs/operations initiated since that date. **The deadline for submitting is Friday, December 16, 2011.**

Please note several changes have been made for the 2012 competition; please read the criteria and/or the Entry Checklist carefully for details. Those entries that do not include all the pre-requisites will be disqualified and returned to the submitting organization. Winners will be notified in February 2012.

Please review this packet thoroughly. It includes:

- ▶ Entry Rules & Requirements
- ▶ Official Entry form
- ▶ Contact Information form
- ▶ Judging Criteria
- ▶ Credit Card Authorization form
- ▶ Entry Checklist

If you have any questions, please contact Lauri Chudoba at (540) 371-7535 or chudoba@parking.org.

Want to see a listing of winners and photos from past competitions?
Visit our website at www.parking.org/aoe.

ENTRY RULES & REQUIREMENTS

Entry Requirements

To be considered for the 2012 IPI Awards of Excellence competition, entries (on CD or DVD) must be received via United States Postal Service or overnight delivery **no later than Friday, December 16, 2011**, to be eligible.

Although parking consultants, architects, engineers, and others may initiate and/or participate in entry preparation, entries submitted by organizations other than the Owning Agency will not be judged.

If rules are not adhered to, the entry will automatically be invalid and disqualified from judging. All submitted materials will be returned and the entry fee will be retained by IPI.

An additional entry fee and complete set of entry materials will be required for each submission per category in addition to the original submission.

All entries submitted in Category I, II, III, V and VI will automatically be judged in Category VII.

A full and complete entry consists of the following submitted via email or on CD/DVD:

- ▶ If submitting via email, please include the following in the subject of the email: Category (x) Entry, (name of project), (name of owning agency), Owning Agency
- ▶ If submitting a CD, please include the following on the CD label: Category (x) Entry, (name of project), (name of owning agency), Owning Agency

Example: Category I Entry, Greenway Self Park, River North Self Park, LLC, Owning Agency

- ▶ Individual PDF of Official entry form (page 12)
- ▶ Excel spreadsheet of Contact Information form (see page 14 for example and requirements). This form will also include the Award notification and photo credits contact information.
- ▶ Entry fees are \$375 for IPI members and \$600 for non-members (non-refundable/non-transferrable) via check or credit card. If paying via credit card, please fully complete the Credit Card Authorization form (page 13) and include your organization's membership number to receive the membership rate.
- ▶ A minimum of eight digital photographs that are a minimum of 300 dpi (high resolution). Please include at least two that are portrait orientation for possible use on the cover of *The Parking Professional* magazine.

- ▶ Executive summary of no more than 250 words and a narrative of no more than 250 words (maximum total of 500 words submitted). **For Category VI ONLY**—the maximum length is 750 words. **NOTE:** this narrative information will be included on the promotional displays at the conference as well as alongside the project photo in *The Parking Professional* article.
- ▶ Categories I, II, III, V, VI, & VII: include orientation map, circulation map.
- ▶ Category IV entrants please include before and after plans.

NOTE: All submitted materials (including photographs) become the property of the International Parking Institute and, by submission of entry materials, permission is granted for the use of such materials to the International Parking Institute. Please include photography credits in the Contact Information spreadsheet (see page 14 for details.)

Submitting Your Entry

Please submit via e-mail to Lauri Chudoba at chudoba@parking.org or by sending all information on a CD via overnight delivery to:

International Parking Institute, c/o Lauri Chudoba, Awards of Excellence Committee, 701 Kenmore Avenue, Suite 200, Fredericksburg, VA 22401

If you have questions regarding your entry, please contact Lauri Chudoba at 540.371.7535 or chudoba@parking.org.

Winners Receive

Following is the list of benefits for the IPI Awards of Excellence competition for the price of the entry fee:

- ▶ A total of four (4) plaque awards are issued to each winning organization (included with the entry fee). One is reserved for the owning agency. The three remaining can be distributed to any variation of the parking consultant, architect, engineer, design consultant, parking vendor, or "other" participant as the owning agency sees fit. (Additional plaques can be purchased for a fee at a later date.)
- ▶ Award of Excellence plaques will be presented during the 2012 IPI Conference & Expo in Phoenix, Ariz., June 10-13, at the Phoenix Convention Center. All other entries will receive an Award of Merit certificate mailed to the owning agency contact after the conference.

- ▶ All nominees will be featured in a PowerPoint presentation and on promotional displays in the IPI Awards Recognition area at the 2012 IPI Conference & Expo.
- ▶ All nominees will receive “Award Nominee” ribbons on their badges at the 2012 IPI Conference & Expo.
- ▶ A press release will be distributed announcing the winners to appropriate business journals, newspapers, radio stations, and other media as per the Award Notification contacts submitted with each entry.
- ▶ All winners will be highlighted on IPI’s website.
- ▶ All winners will be featured in the July 2012 issue of *The Parking Professional* magazine.

Criteria

Following are the criteria definitions for all categories for the IPI Awards of Excellence competition. As you write the executive summary and narrative portion of your entry, please take into consideration all of the criteria that are applicable to your project.

A complete and thorough description of your entry through your narrative (as well as photos and architectural drawings) will be the basis for determining winners in the competition by the awards panel. Please note that panel members judge entries as “blind” submissions (no reference to corporate names, consultants, engineers, architects or vendors by name and minimal reference to owning agency). While assignment of ratings for each entry is judged on behalf of the panel, the rating values for each criterion are identified. Each criterion is weighed as to comparative importance with the other criteria. Your narrative should consist of no more than 500 words (250 word executive summary and 250 word description). For Category VI entrants, the maximum length is 750 words.

Criteria—Categories I & II

Category I—Best Design of a Parking Facility with Fewer than 800 Spaces

Category II—Best Design of a Parking Facility with 800 or More Spaces

Operational Issues ... Rating (Maximum 25 Points)

This criterion measures features that optimize the use, operation and maintenance of the facility including:

Revenue Collection Systems—If a revenue collection system was required for the operation of this facility, describe the system that

was installed. If a revenue control system was installed, describe the equipment and procedures used to ensure the integrity of the revenue. If single or multi-space parking meters are used, describe the uses of these meters and how meter revenue is safeguarded. If a permit system is used, describe the permit sales/distribution process and the measures taken to ensure that only permit holders are using the designated spaces.

Maintenance—Describe the environmental conditions of the location in which the facility was built. Given these conditions, provide a description of the features that were included in the architectural design, structural design and the construction of the facility to optimize durability and minimize the long-term maintenance requirements. Describe the features that were included in the design, and construction to facilitate day-to-day maintenance operations. Provide a description of any procedures that have been implemented to enhance the appearance and/or prolong the life of the facility.

Security—Describe the level of security required considering the location of the facility. Given these security considerations, what active and/or passive security measures were incorporated into the operational aspects of the facility procedures to enhance the safety of its patrons (and employees)?

Usage Flexibility and Optimization—List the various types of parkers (i.e. transient, monthly, special event, long-term, short-term, validation program, or other technique users) who use the facility. Describe any strategies that were implemented to optimize the use of the facility by attracting/maintaining this customer base and by accommodating any of these groups.

Functional Design Issues ... Rating (Maximum 25 Points)

This criterion measures various aspects of the basic core design/layout of the facility including:

Geometrics—Describe the physical layout of the facility and how it influenced the parking geometrics. Include descriptions of column spacing, parking and driving slopes. What square foot efficiency was achieved if outside the “norm.” What influenced the end result?

Vehicle Flow—Describe the basic parking garage configuration and type (double helical ramp, flat floor with independent ramping, etc.) What factors influenced the decision to use this type of configuration/ramping system? Describe why angle parking with one-way flow or 90° parking with two-way flow was the chosen parking type. Describe any unique traffic flow patterns or design concept that greatly benefits the user. Are there any special design features which you believe allow the driver to

“naturally” understand the flow through the garage or the search pattern on a given level?

Pedestrian Flow—Describe any special features that help the driver easily and safely find and walk to elevator/stair cores. List steps taken to ensure the safety and security of the pedestrian as they walk through the garage. Explain any design features that call attention to the location of the elevator and stair cores.

Describe any special or unique signing programs employed to identify floors and/or elevator cores.

Entry/Exit Configuration—Describe the entry/exit configuration including number of entry/exit points and lanes as well as what factors influenced their location and number. If appropriate, what degree of flexibility has been incorporated into the design to handle inbound and/or outbound surges? Detail the queuing stacking distance between street and access control and between egress control and street. How was the distance determined? If appropriate, describe any unique entry/exit conditions faced in the design of the facility and how you resolved those conditions.

Internal Lighting—Describe lighting levels (in foot candles) in the basic parking area. Explain varying lighting levels in the facility. What lighting source was used and why was the source selected? If the project was faced with unusual lighting requirements or conditions, explain how the issue was handled.

Other—If appropriate, describe any functional aspects of this garage that are particularly unique or represent what could be considered as potentially new and innovative in functionality.

Architectural Design Elements ... Rating (Maximum 15 Points)

This criterion evaluates the parking garage as a “building” in its natural context. Because of the physical size of parking structures, it is important to evaluate their architectural design elements including:

Exterior Appearance—Describe the exterior appearance including a description of the “articulation,” as well as the materials used. Explain why these materials were used, what elements were articulated and why. If special features that either call attention to the facility as a parking garage or attempt to “mask” it are present, explain why this approach was chosen. If appropriate, detail how the exterior design was influenced by the site of the structure or adjacent buildings.

Exterior Lighting—If the exterior of the garage is illuminated, explain how and why. Describe any special features or aspects of the garage that are highlighted with external light.

Landscaping—If applicable, describe how the site was landscaped (or the garage itself). If landscaping was part of an overall plan affecting a “campus setting,” explain what objectives were met and how it was accomplished. Describe seasonal variations.

Entrance Identification—Describe what physical features, architectural expressions or signage elements were used to clearly identify and/or differentiate the entrance to the garage—as contrast to the exit—if such features were appropriate. If any unusual street conditions or internal layout created to the need for an entrance/exit area to be “unorthodox” in nature, what measures did you take to ensure vehicles would enter at the proper point?

Graphic and Art Elements—Describe any special graphic or art-related elements added to the garage. Describe their purpose and how they contributed to the operation or aesthetics of the facility.

Other—If applicable, describe any special architectural or related features of the facility that enhance its physical form or appearance to the driver, the pedestrian (within the garage) or the “passer-by.”

User Amenities ... Rating (Maximum 20 Points)

This criterion measures the facility amenities as they relate to the various user groups. Those are identified as the parker, the pedestrian, and the employee. Special features added for comfort and convenience should include:

Security—Identify the type of analysis performed to determine the security measures for the specific facility. Describe the environment as it relates to security—suburban or small village locations would not warrant the level of security necessary for a large downtown location. If active measures such as security patrols and electronic surveillance are used, please detail why these measures were needed and how they are monitored. Give the details of locations and numbers of such equipment. If only passive measures are used, document why only those measures were used.

Public Areas—Describe the various public areas in the facility. Include such areas as the attractiveness of stairways and the aesthetics of lobby areas. Note the convenience of waiting areas (i.e. heated, airconditioned, benches). List any other public convenience such as skywalks, elevators, or escalators directly connected to other buildings or destinations.

Way-finding (Pedestrian/Vehicular)—Explain the convenience of entrances and exits for both pedestrians and vehicles. Explain the use of internal graphics to assist in the directing of both

user groups. Describe how any special user group needs were addressed such as directions to hospital patient loading/unloading areas. Note how potential conflict points were minimized.

Staff Amenities—Describe the features incorporated for staff use. These should include such things as convenient location of restrooms, lounge areas, and kitchen facilities. The work environment should be detailed (attendant booths heated/air-conditioned, carpeted). Note any safety or security measures specific to employees.

Other—Explain any other amenities that add to the safety, convenience or comfort of any user group.

Innovational/Unusual or Distinctive Features ... Rating (Maximum 10 Points)

This criterion addresses innovation and creativity not described or covered in other criteria. It measures the approaches used and the success realized in overcoming particular problems related to design, operations, usage, and financing. Discuss the following as appropriate to your facility.

Special Operations or Functions—Describe special plans or programs required in order to address the needs of customers utilizing the facility. If special equipment for operations, revenue control, wayfinding, security, etc. was employed, describe how applicable each was to the various users in terms of the problems overcome and the success realized.

Creative Financing—Describe measures employed beyond the use of normal financing methods such as general obligation bonds or parking revenue bond requirements to provide for the design, construction, and operation of the facility. Special arrangements such as land swaps or exchanges, transfer of development rights, tax incentives, and packaging of financial arrangements should be detailed in discussing the economics of the project.

Future Provisions—Describe any special features or operational provisions incorporated in the original design that would permit expansion of the facility (horizontally or vertically) or allow use by a different set of customers than originally intended (i.e. change from long-term permit parking to short-term cashier control.)

Multi-Modal Linkage—The objective of this item is to assess the impact of combining a parking facility with other transportation modes at bus terminals, rail stations, and other linkages. Describe the interactions between the various linkages and the need for combining the facilities in order to resolve special issues such as road capacity, trip reduction, and auto occupancy.

Mixed-Use Potential—Describe the ability or potential of the facility to incorporate mixed-use development. What special features were utilized in the initial planning and design phases to accommodate mixed-use and provide for the interactions between the customers and patrons of the facility?

Unique Construction/Design Features—This element considers unique design or construction constraints, particular requirements dictated by site configurations, user needs, or owner demands. Provide a description of features (if appropriate) included to address such items as well as steps taken to offset regional variations including earthquakes, temperature extremes, atmospheric conditions and the like.

Other—This item covers any other operational, planning or design elements not previously addressed that deals specifically with state-of-the-art or leading edge measures employed to resolve special problems or requirements.

Costs ... Rating (Maximum 5 Points)

Explain, in narrative format, the costs associated with the facility construction and address the differences, if any, between the established budget, the actual bid/award cost, and the final project cost. Costs should be for construction only and should not include soft costs or costs for land, design, demolition, or utility relocation. If comparative analysis were undertaken for different types of construction, explain why and how the final method was selected, noting specifically the degree of importance cost played in the selection.

Given that facilities of the same size may vary in cost (i.e. underground vs. above-ground, stand-alone vs. mixed-use, urban location vs. rural, etc.), explain the particular design components, the construction problems and the amenities included in the facility that resulted in the final overall construction cost. State the actual per space cost.

Category III Criteria

Category III—Best Design/Implementation of a Surface Parking Lot

Operational Issues ... Rating (Maximum 15 Points)

This criterion measures features that optimize the use, operation and maintenance of the facility including:

Revenue Collection Systems—If a revenue collection system was required for the operation of this facility, describe the system that was installed. If a revenue control system was installed, describe the equipment and procedures used to ensure the integrity of the

revenue. If single or multi-space parking meters are used, describe the uses of these meters and how meter revenue is safeguarded. If a permit system is used, describe the permit sales/distribution process and the measures taken to ensure that only permit holders are using the designated spaces.

Maintenance—Describe the environmental conditions of the location in which the facility was built. Given these conditions, provide a description of the features that were included in the architectural design, grading and drainage design and the construction of the facility to optimize durability and minimize the long-term maintenance requirements. Describe the features that were included in the design and construction to facilitate day-to-day maintenance operations. Provide a description of any procedures that have been implemented to enhance the appearance and/or prolong the life of the surface carpark.

Safety—Identify measures put in place to minimize vehicle accidents and heighten the safety of pedestrians (i.e. protective fencing, pedestrian pathways, curbs, etc.).

Usage Flexibility and Optimization—List the various types of parkers (i.e. transient, monthly, special event, long-term, short-term, validation program or other technique users) that use the facility. Describe any strategies that were implemented to optimize the use of the facility by attracting/maintaining this customer base and by accommodating any of these groups.

Functional Design Issues ... Rating (Maximum 15 Points)

This criterion measures various aspects of the basic core design/layout of the facility including:

Geometrics—Describe the physical layout of the facility and how it influenced the parking geometrics. What square foot efficiency was achieved and if outside the “norm.” What influenced the end result?

Vehicle Flow—Describe the basic parking configuration and type. What factors influenced the decision to use this type of configuration? Describe why angle parking with one-way flow or 90° parking with two-way flow was the chosen parking type. Describe any unique traffic flow patterns or design concept considered to benefit the user. Are there any special design features which you believe allow the driver to “naturally” understand the flow through the lot?

Pedestrian Flow—Describe any special features that help the driver easily and safely find and walk on the lot (i.e. getting from vehicle to the sidewalk). List steps taken to ensure the safety and security of the pedestrian as they walk through the lot. Identify

how pedestrians have a more pleasant experience (i.e. shaded tree along one or both sides of the pathway, pedestrian scale lighting, clear division from vehicular areas).

Entry/Exit Configuration—Describe the entry/exit configuration including number of entry/exit points and lanes as well as what factors influenced their location and number. If appropriate, what degree of flexibility has been incorporated into the design to handle inbound and/or outbound surges? Detail the queuing stacking distance between street and access control and between egress control and street. How was the distance determined? If appropriate, describe any unique entry/exit conditions faced in the design of the facility and how you resolved those conditions.

Lighting—Describe and explain varying lighting levels in the facility. What lighting source was used and why was the source selected? If the project was faced with unusual lighting requirements or conditions, explain how the issue was dealt with.

Other—If appropriate, describe any functional aspects of this facility that are particularly unique or represent what could be considered as potentially new and innovative in functionality.

Architectural Design Elements ... Rating (Maximum 30 Points)

This criterion evaluates the parking surface carpark and how it compliments the surrounding area. Because of the break in streetscape that surface carparks introduce to the community it is important to evaluate their architectural design and surface elements including:

Exterior Appearance—Describe the exterior appearance including a description of the “articulation,” as well as the materials used. Explain why these materials were used, what elements were articulated and why. If special features that either call attention to the facility as a surface carpark or attempt to “mask” it are present, explain why this approach was chosen. If appropriate, detail how the streetscape design was influenced by adjacent buildings.

Lighting—Indicate how the site is illuminated. Describe any special features or aspects of the site that are highlighted with additional lights.

Landscaping—Describe how the site is landscaped. For surface carparks, landscaping is an important part of an overall plan affecting the surrounding area, explain what objectives were met and how it was accomplished. Identify landscaping techniques used to soften and screen parking lot edges, and to create pleasant pedestrian conditions. Describe seasonal variations to create an all season appearance.

Entrance Identification—Describe what physical features, architectural expressions or signage elements were used to clearly identify and/or differentiate the entrance to the facility—as contrast to the exit—if such features were appropriate. If any unusual street conditions or layout created to the need for an entrance/ exit to be “unorthodox” in nature, what measures were taken to ensure vehicles would enter at the proper point?

Graphic and Art Elements—Describe any special graphic or art-related elements added to the facility (i.e. enhancing the street edge, screening, incorporating an entrance/exit marker, etc.). Describe their purpose and how they contributed to the operation or aesthetics of the facility.

Other Site Elements—Identify and explain how site elements (i.e. bicycle parking, ticket or payment kiosks, signage, etc.) were integrated into the layout and design of the surface carpark.

Other—If applicable, describe any special architectural or related features of the facility which enhance its physical form or appearance to the driver, the pedestrian or the “passer-by.”

Greening and SustainabilityRating (Maximum 35 Points)

This criterion measures greening and sustainability aspects of the facility including:

Lighting—Creating balance between safety and security is key to reducing energy consumption and light pollution. How has this balance been achieved? Are lights appropriately scaled to their purpose (i.e. coordinate location of lighting with pedestrian clearways, tree plantings and other landscaping)? Is there the use of energyefficient fixtures and bulbs or the opportunity to incorporate off-grid power?

Landscaping—Specify how landscaping was utilized to maximize shade and stormwater management benefits. Be sure to depict the types of vegetation used in the facility, if planting already present on the site was utilized/incorporated and the purpose for the plantings used (i.e. native, drought resistant, robust in harsh conditions, provide shade, etc.).

Surfaces—Describe the type of surface used for the carpark and explain how it is sustainable. For example is the surface permeable/porous, light in color, constructed out of a recycled or sustainable material? Identify if there was any unique method used to mark parking stall locations or other components of the surface carpark.

Stormwater Management—Identify how water run-off on the site is directed. Is water managed on-site with designs that encourage

evapotranspiration, infiltration and water re-use or is the water directed off site? Describe any challenges and unique features related to stormwater management on the surface parking facility.

Heat Island Effect—Minimizing the heat island effect resulting from large expanses of asphalt is essential in lowering local air temperature and reducing smog. Specify if and how the surface parking facility assists in reducing this result.

Encouragement of Alternative Fuel Vehicles—Describe measures put in place to promote the use of alternative fuel vehicles whether it be through current practices (i.e. electric charge stations) or provisions for the future (i.e. conduits for future installations for electric charge stations).

Site Elements—Discuss whether site structures/elements were constructed out of sustainable technologies and materials.

Other—If appropriate, describe any other sustainable/greening aspects of the facility.

Costs ... Rating (Maximum 5 Points)

Explain, in narrative format, the costs associated with the facility construction and address the differences, if any, between the established budget, the actual bid/award cost and the final project cost. Costs should be for construction only and should not include soft costs or costs for land, design, demolition or utility relocation. If comparative analysis were undertaken for different types of construction, explain why and how the final method was selected noting specifically the degree of importance cost played in the selection. Given that facilities of the same size may vary in cost (i.e. underground vs. above-ground, stand-alone vs. mixed-use, urban location vs. rural, etc.), explain the particular design components, the construction problems and the amenities included in the facility that resulted in the final overall construction cost. State the actual per space cost.

Category IV Criteria

Category IV—Innovation in a Parking Operation/Program and Existing Sustainable Parking/Transportation Facility Operation/Program

Category IV competition is open to programs or operations that express or experience innovation, economic results, benefits to the agency or others, and new developments that may be an advantage or value to others, all of which may represent new ideas or concepts, projects, or programs that benefit the parking profession and sustainable programs. Commercial products and/or services are not eligible.

JUDGING CRITERIA (cont.)

Category IV competition is open to programs or operations that express or experience innovation, economic results, benefits to the agency or others, and new developments that may be of advantage or value to others. Commercial products or services are excluded and this competition is limited to programs that are designed and created by the operator of the program. The four (4) criteria identified below are each worth a MAXIMUM OF 25 POINTS. A narrative not to exceed 500 words (250 word executive summary and 250 word description) should be used to cover the four (4) major areas.

Photos and graphics should be used to further detail each of the four (4) criteria.

Productivity Improved or Problem Solved— Explain how the program has increased efficiency, improved productivity, relieved congestion, or solved a problem.

Measured Benefit of Program or Operation—Describe the success of the program and what standard of measurement was used to determine success (efficiency, safety, savings of time or money, etc.)

Innovation/Creativity—Note the various elements that make this program or operation creative. Explain how this program/operation is original and unique.

Adaptability By Others—Describe how this program can be used by other agencies. Explain the ease by which others can adapt the program/operation to their use.

Category V Criteria

Category V—Best Parking Facility Rehabilitation or Restoration;

Category V competition is for parking facility rehabilitation/restoration. The Awards of Excellence Committee's rating of each entry will be based on predetermined selection criteria including planning, operational/architectural improvements, technical innovation, and costs. Photos and architectural drawings will be requested as described in the Official Entry Packet.

Planning/Phasing Design Issues/Administration ... Rating (Maximum 30 Points)

Scheduling—Describe project schedule in terms of: night (or day) work to minimize noise intrusion on neighbors; working around the facility's peak operational periods; climatic considerations (severity of the winter/summer, periods of frequent rain, etc.); mitigating the impact on adjoining/adjacent facilities.

Environmental Controls—Describe methods of dust, water (hydro-demolition), fumes, and noise control.

Communication—Describe methods of communicating project information, such as the schedule and the availability of parking to the facility users. Also describe communication with neighbors regarding the project, schedule, environment controls, etc.

Phasing—Describe how the work for the project was phased to optimize parking availability and traffic flow. Describe how parking revenues were maximized during construction. Describe construction staging and storage of construction materials. If the project completely closed the facility, describe how existing parkers were accommodated (i.e. shuttles, other parking facilities, left to fend for themselves, etc.) Describe any unique aspects of phasing the project.

Administration—Describe any unique aspects of administering the project, such as the type of contract; quantity measurements procedures; payment procedures; how escalation was handled if a multiyear project; design then build; design-build; and construction management.

Quality Control—Describe quality control procedures, including testing, inspection, construction observations, warranties, guarantees, enforcing warranties and guarantees, etc.

General Design Issues—Describe any unique features in the design of the project.

Operational/Architectural Improvements ... Rating (Maximum 15 Points)

This section evaluates improvements incorporated into the project to address existing shortcomings or to increase the efficiency and ease of facility operations. The criterion used to evaluate this section is the appropriateness of the methods used in solving the problems and the success achieved after implementation. Discuss the following as appropriate to your facility.

Operational Improvements—Explain any original problems, the solution developed to solve the problems and how the implemented solutions increased efficiency, improved ease of use, or relieved congestion.

Revenue Control Systems—Describe any deficiencies with the existing revenue control equipment and what changes in equipment, equipment location/layout, or control system were implemented to improve revenue control.

Entry/Exit Configuration—Describe any deficiencies with the existing layout of entry/exit locations and lanes in the facility,

including location of control equipment and attendant booths, and how those conditions were resolved. Explain how the developed solutions were implemented and the success in reducing stacking, reducing congestion, and handling inbound/outbound surges.

Vehicle and Pedestrian Flow—Describe any modifications made to improve vehicular or pedestrian flow through the facility and the success achieved in meeting the objectives.

Signage and Graphics—Describe any deficiencies with the existing way-finding systems or if a new system was developed. Describe how the modified/new internal signage improved way-finding for both groups. Note any special user groups, how they were accommodated, and/or any special graphics or art elements added to the facility.

Architectural Improvements—Describe any modifications/upgrades implemented to improve the appearance of the façade (exterior) and/or the vehicular and pedestrian entrances.

Internal Lighting—Describe any improvements made to the internal lighting system to improve general lighting levels, eliminate dark areas, enhance safety, or increase energy efficiency. If the lighting source was changed, explain what source was chosen and why it was selected.

ADA Compliance—List ADA deficiencies identified during the survey phase. Explain what action was necessary to bring the facility into compliance and how compliance was achieved.

Technical Innovation ... Rating (Maximum 40 Points)

This section evaluates the parking consultant's restoration design and the contractor's implementation of that design. Contractor implementation of restoration project components is an indication of effective quality control and contractor pre-qualifications requirements, and/or realistic project specifications. Contractor implementation is also an indication of the successful construction administration and coordination by the design professional, and in some instances, the material or systems manufacturers. Therefore, technical innovations should not be documented if the contractor's implementation of those project components was flawed or incomplete. Based on these considerations, document any innovations incorporated into the parking facility restoration project including the following:

- ▶ Traffic control*
- ▶ Work area isolation or occupied area protection
- ▶ Accelerated restoration techniques*
- ▶ Logistical issues for demolition, shoring, debris removal, concrete delivery, etc.

- ▶ Complex structural repairs
- ▶ Corrosion control measure, including cathodic protection systems
- ▶ Waterproofing systems, including fume and odor controls
- ▶ Performance monitoring of follow-up maintenance systems
- ▶ Substantial cost savings or cost effectiveness*
- ▶ Other program specifics
- ▶ Site materials or system suppliers of products instrumental in the success of the project, especially if they collaborated in the development of non-typical or unique restoration measures.

*Although these project components may have been addressed in the Phasing/Design/Administration or costs sections, they will also be considered in Technical Innovations if especially pertinent to the overall success of the project.

Costs ... Rating (Maximum 15 Points)

Explain, in narrative format, the costs associated with the project and address the differences, if any, between the established budget, the actual bid/award cost, and the final project cost. Costs should not include costs for project design, land or utility relocation. Describe any conditions unique to the parking facility and how these conditions impacted the final overall cost of the renovation/restoration project. Indicate the impact that the operational improvements incorporated into the renovated/restored parking facility had on the cost of this project. Explain the cost implications of the aforementioned phasing design issues and technical innovations.

Category VI Criteria

Category VI—Award for Sustainable Parking/Transportation (Design) Excellence (for new facility)

The Category VI competition is open to parking surface lots and garages that incorporate operational features that, while providing an economically viable set of functions that meet customer expectations, also demonstrably reduce the carbon footprint of the facility and its customers over the facility's construction, life-time and disposal. This could include the construction timing and its methods and materials; the facility's maintenance; its usage of energy inputs; the usage of the facility by customers to limit their carbon footprint; the use of recycling of the waste products of the facility; plans for its expansion, and plans for its final disposal.

Specific commercial products or services are excluded. This competition is limited to the impact of entire facilities that are designed and created to be constructed, operated, improved, and disposed of using current known sustainable methods, products, and systems.

The proposal will include a narrative not to exceed 750 words consisting of 250 word Executive Summary and a 500 word project description. This narrative must describe how the facility meets or exceeds the five (5) evaluation criteria listed below and the intent prior to design, to understand why choices were made over others. Photos and graphics should be used to clarify for the evaluators how the facility meets five (5) evaluation criteria. Each of the following are worth a MAXIMUM OF 20 POINTS.

Sustainable Construction Methods and Materials—Explain how the facility’s construction meets sustainable goals. This could include how it limits waste materials and how the scheduling promotes efficient deliveries, efficiently uses energy inputs, limits idling of large trucks, uses durable materials and finishes, handles waste water, etc. to construct a cost-efficient structure.

Sustainable Design Features for the Facility’s Operation—Describe the design features that make the construction and operation of this facility sustainable and, at the same time, economically feasible for the owner.

What Metrics Show the Facility is Sustainable— Explain what measures, cost estimates and industry standards demonstrate that this facility meets or exceeds current sustainable standards for:

- ▶ Construction methods? ▶ Durable materials?
- ▶ Construction costs? ▶ Anticipated operational costs?
- ▶ Other measures?

Explain the anticipated impacts of meeting these sustainability measures.

Design Features that Reduce the Customer’s Carbon

Footprint—Describe those features that reduce the customers’ carbon footprint when they use this facility. How will the facility owner measure this reduction over the life of the facility? These could be innovative methods, technologies, strategies or systems to: reduce vehicle emissions; properly handle vehicle waste products; encourage non-carbon base fueled vehicles while still collecting revenue; how the facility’s design links nearby customer destinations to encourage the driver to park once and not want move the vehicle again to meet multiple needs, etc.

Adaptability by Others—Describe which and explain how these construction and design features can be successfully used by other designers and owners for similar and different types of parking or transportation facilities.

Category VII Criteria

Category VII—Award for Architectural Achievement

The Award for Architectural Achievement was created to recognize the architectural treatment/aesthetic elements of a parking facility. This criterion evaluates a parking facility for its aesthetics as a “building” in its natural context. The elements that will be considered are:

Exterior Appearance—Describe the exterior appearance. If special features either call attention to the facility or attempt to mask it are present, explain why this approach was chosen. If appropriate, detail how the site of the structure or adjacent buildings influenced the exterior design.

Exterior Lighting—Describe any special features or aspects of the garage that are highlighted with external light.

Landscaping—If applicable, describe how the site was landscaped (or the garage itself). If landscaping was part of an overall plan affecting the setting, explain what objectives were met and how it was accomplished. Describe seasonal variations.

Entrance Identification—If any unusual street conditions or internal layout created to the need for an entrance/exit to be unorthodox in nature, what measures did you take to ensure vehicles would enter at the proper point?

Graphic and Art Elements—Describe any special graphic or art-related elements added to the garage. Describe their purpose and how they contributed to the operation or aesthetics of the facility.

Other—If applicable, describe any special architectural or related features of the facility that enhance its physical form or appearance to the driver, the pedestrian (within the garage), or the “passer-by.”

Deadline: Friday, December 16, 2011

This entry is submitted for consideration in (please choose one):

- ☐ **Category I**—Best design of a parking facility with fewer than 800 spaces
☐ **Category II**—Best design of a parking facility with 800 or more spaces
☐ **Category III**—Best design/implementation of a surface parking lot
☐ **Category IV**—Innovation in a parking operation or program and sustainable parking/transportation program or operation
☐ **Category V**—Best parking facility rehabilitation or restoration
☐ **Category VI**—Award for sustainable parking and transportation (design) excellence
☐ **Category VII**—Award for architectural achievement (all entries from categories I, II, III, V and VI will automatically be considered for Category VII)

Entry Fee: ☐ \$375 IPI Member (ID # _____) ☐ \$600 Non-Member
 (please choose one)

NOTE: the person listed here will be contacted by IPI for any further needs beyond the submittal. If you would like others to be notified (who are not listed in the Contact Information spreadsheet), please include their name, email and phone here.

Facility/Program/Operations Official Name _____

Owning Agency, Jurisdiction, Institution, Organization or Corporation _____

Submitted by (name of point of contact) _____

Title _____ Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Date structure or rehabilitation was completed
 (Categories I, II, III, V, VI and VII—MUST be January 1, 2009 or later)

Date program or operation was initiated
 (Category IV—MUST be January 1, 2009 or later)

In the event this entry is selected for an award, four (4) total plaques will be issued, which includes one (1) to be issued to the owning agency, jurisdiction, institution, or corporation. Please identify the remaining three (3) plaque recipients from the list below by marking an "x" in the appropriate box(es). Those checked on this form should correlate with the list of contacts in the Contact Information spreadsheet (see page 14 for details).

Additional plaques may be purchased at a later date. The order form will be sent with the notification letter in February 2012.

- ☐ Owning Agency ☐ Architect* ☐ Vendor* ☐ Design Consultant*
☐ Engineer* ☐ Parking Consultant* ☐ Architect-of-Record* ☐ Other*

CREDIT CARD AUTHORIZATION FORM

Please complete this form if you would like to pay the entry fee for your submitted project via credit card. PLEASE COMPLETE ONE CREDIT CARD AUTHORIZATION FORM FOR EACH SUBMITTAL WITH THE APPROPRIATE FACILITY/PROGRAM/OPERATION OFFICIAL NAME. **Note:** entries made in Categories I, II, III, V and VI will automatically be considered in Category VII and no additional entry fee is required. All entry fees are non-refundable and non-transferrable. If for any reason your entry is returned and not judged, the entry fee will be retained by IPI.

Submittal Information

Facility/Program/Operations Official Name: _____

Submitted by (name of point of contact): _____

Title: _____ Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

2012 Awards of Excellence Entry Fee to be charged: ☐ \$375 IPI member ☐ \$600 non-member
(please choose one)

Credit Card Information

Please sign below to authorize the charges to be processed on your credit card and return this form with each submitted entry.

Credit Card Type: ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Cardholder Signature: _____ Date: _____

Card Number: _____ Expiration Date: _____ CCV Code: _____

Name on Card: _____

Billing Address: _____

☐ Same as above

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

☐ YES! Please send a credit card receipt to the contact above or below as stated:

Submitted by (name of point of contact): _____

Phone: _____ Fax: _____

Email: _____

NEW

In an effort to streamline the completion of the entries, please click this [Contact Information Form](#) to automatically download the pre-formatted Excel spreadsheet for inclusion with your entry packet. You will need to complete the form, save it and then send via email or place it on the CD/DVD with your other entry materials.

For Project Organizations

Please provide the requested contact information for each of the applicable entities that participated in your project.

- ▶ Contact Name
- ▶ Title
- ▶ Organization
- ▶ Address
- ▶ City, State, Zip
- ▶ Phone
- ▶ Email Address
- ▶ Participating Category (i.e. Parking Consultant, Architect, Architect-of-Record, Engineer, Structural Engineer, Landscaping, Design Consultant, Parking Vendor, Construction Manager, Other)

Those participating categories that you have chosen to receive an applicable Award of Excellence plaque (at the bottom of the Official Entry Form) need to correlate with this list of contacts as they will receive the same notification as the owning agency regarding the status of the entry.

For Photo Credits

If you are submitting professional photos with this entry, please provide photographer credits for each applicable photograph submitted. If using more than one photographer/photography studio, it would be wise to separate the photographs in separately labeled folders on the submittal CD to limit confusion. Credit will be provided in *The Parking Professional* magazine, on IPI's website and marketing/winner announcement materials. This list is included on the [Contact Information Form](#).

- ▶ Photographer Name
- ▶ Photography Studio Name
- ▶ City, State, Zip
- ▶ Email Address
- ▶ Phone

For Media Notification

As in recent past, after the conclusion of the 2012 IPI Conference & Expo, a press release will be sent out by IPI to more than 250 media contacts informing them of the Awards of Excellence competition award winners. The releases have been a resounding success with more than 100 media markets reached and also for having the story picked up in local media. IPI will notify those individuals/organizations (that you specify) of your recent industry accolades. You can send notification to your CEO and/or supervisor or a local media outlet via a press release describing your award and the competition program overall.

Please complete all the requested information on the downloadable [Contact Information Form](#).

For proper notification distribution, please provide the following information for the specific newspaper, radio, television or website that you would like to be notified of your entry:

- ▶ Contact Name
- ▶ Title
- ▶ Organization
- ▶ Address
- ▶ City, State, Zip
- ▶ Phone
- ▶ Email Address

To be considered for the 2012 IPI Awards of Excellence competition, entries (on CD or DVD) must be received via United States Postal Service or overnight delivery **no later than Friday, December 16, 2011**, to be eligible.

Please ensure that you have read and understand the Entry Rules & Requirements on page 3 before submitting your entry for consideration.

A full and complete entry consists of the following submitted via email or on CD/DVD:

Preparation of Entry

- ☐ **If submitting via email**, please include the following in the subject of the email: Category (x) Entry, (name of project), (name of owning agency), Owning Agency
- ☐ **If submitting a CD**, please include the following on the CD label: Category (x) Entry, (name of project), (name of owning agency), Owning Agency

Example: Category I Entry, Greenway Self Park, River North Self Park, LLC, Owning Agency

Include the Following

- ☐ PDF of fully completed **Official entry form** (page 12) and **credit card authorization form** (page 13). Please name the file "Official Entry Form_Payment." Entry fees are \$375 for IPI members and \$600 for non-members and is non-refundable/non-transferrable.
- ☐ Excel spreadsheet of [Contact Information Form](#) (see page 14 for details). Please name the file "Contact Information.xls" This form includes contact information for:
 - ☐ Project Organizations ☐ Photo Credits
 - ☐ Media Notifications
- ☐ In a folder named "Photos" please include a minimum of eight digital photographs that are a minimum of 300 dpi (high resolution). Please include at least two that are portrait orientation for possible use on the cover of *The Parking Professional* magazine. If using more than one photographer/photography studio, it would be wise to separate the photographs in separately labeled folders on the submittal CD to limit confusion. Credit will be provided in *The Parking Professional* magazine, on IPI's website and marketing/winner announcement materials.
- ☐ In a Word document, include an executive summary of no more than 250 words and a narrative of no more than 250

words (maximum total of 500 words submitted). This can be saved as one document. Please name the file "Narrative."

For Category VI ONLY—the maximum length is 750 words.

NOTE: this narrative information will be included on the promotional displays at the conference as well as alongside the project photo in *The Parking Professional* article.

- ☐ Categories I, II, III, V, VI, & VII: include orientation map, circulation map. Please name the files "Orientation Map" or "Circulation Map" as applicable.
- ☐ Category IV entrants please include before and after plans.

If these documents are not included with the electronic entry, it will be automatically invalid and disqualify the submitted entry from being judged. All submitted materials will be returned to the owning agency, jurisdiction, institution or corporation and the entry fee will not be refunded.

Entries should be submitted no later than December 16, 2011.

Please submit via e-mail or by sending all information on a CD or DVD and addressed to:

Regular Mail Delivery:

International Parking Institute
Awards of Excellence Committee
P.O. Box 7167
Fredericksburg, VA 22404-7167

Overnight Delivery:

International Parking Institute
Awards of Excellence Committee
701 Kenmore Avenue, Suite 200
Fredericksburg, VA 22401

Emailed entries should be sent to Lauri Chudoba at chudoba@parking.org. Please call her at 540.371.7535 if you have any questions.

If Your Entry is Chosen For an Award

- ▶ All entrants will be notified in February 2012 of the status of their entry and next steps.
- ▶ If you are chosen as an Award of Excellence winner, a total of four plaques are included with your entry fee. Additional/duplicate plaques are available for purchase at a later date.
- ▶ If you are chosen as an Award of Merit winner, a certificate will be mailed to each of the specified project organizations after the conclusion of the 2012 IPI Conference & Expo.