

2015 Ohio Valley ABC Excellence in Construction Awards Project Entry Requirements and Forms



Ohio Valley Associated Builders and Contractors invites your organization to enter its best projects in the 2015 Excellence in Construction Awards competition.

You know that you've done some great things in 2014-14 – Submit an entry and come to the celebration!

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Program Overview

Your company has the opportunity to compete for honors in the construction industry's premier annual awards program – the Ohio Valley ABC 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 project entries will be recognized at the April 16th 2015 awards celebration. The Awards Gala will feature a multi-media presentation highlighting the Eagle and Pyramid winners, and an elegant printed program highlighting each submitted project. All winners will be recognized in a marketing media release to all regional outlets.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may email questions to tammy@ovabc.org or john@ovabc.org

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 by December 31, 2014.

Project Entry Steps

1. **Intent to Submit** – Each company intending to enter a project must send an “intent to submit” email to john@ovabc.org by December 19, 2014. A return email acknowledging receipt will be sent. Intent to submit does not obligate any project to complete the full application but assists in planning for the event.
2. **Project Binder with Application Forms** – All complete project applications (project binders) including forms must be delivered to OVABC at 33 Greenwood Lane, Springboro, OH 45066 no later than February 27, 2015. Only one copy of the binder is required. Note that the binders become the property of OVABC and may not be returned.
3. **Project Entry Fee** – Each project binder must be submitted with a \$325 check made payable to Ohio Valley ABC. If you are submitting multiple projects, you may combine the fees in one check if the entries are being sent to OVABC in the same package.

Entry Deadlines

Absolutely no extensions can be made to the indicated deadlines.

Mailing Address

Ohio Valley ABC
Attn: 2015 Excellence in Construction Awards
33 Greenwood Lane, Springboro, OH 45066

More Information

Specific questions may be directed to OVABC office by sending an email to tammy@ovabc.org or john@ovabc.org

Overview of Award Categories

Awards may be presented in any of 48 categories. We have modeled these categories after our ABC National EIC awards.

Eagle Award

Submitted projects hope to win our most prestigious award, the ABC Eagle. Award winners will receive a specially designed eagle sculpture to signify construction's highest honor.

Pyramid Award

Construction Projects which do not win an Eagle may be chosen with an award of Merit and receive an ABC Pyramid Award.

Honorable Mention Award

Construction Projects which do not win an Eagle or Pyramid Award may be chosen with an award for Honorable Mention.

OVABC Members working with Members Award

Special recognition may be given to select Eagle Award winners for projects that identify significant numbers of ABC members involved in a project. Once a project is selected as an Eagle Award winner by the judges, it is then considered for the members working with members Award.

Community Outreach Award

OVABC members frequently participate in community events, giving both time and treasure for causes they believe in. Awards may be presented in Special recognition of those companies that give back to their community. To be considered for this award, please complete the separate Community Outreach Award nomination form.

Awards for General Contracting / Construction Management

There are many project award categories for companies that perform general contracting or construction management services. Please review the categories below to determine eligible projects.

Mega-Projects

All projects regardless of type.

- More than \$100 million

Commercial

Office buildings, banks, retail facilities, hotels, and mixed use.

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

Community / Public Service

Projects that enhance the community, using resources partially or fully donated by the contractor.

- All contract amounts up to \$100 million

Federal Government / Military

All projects owned by the Federal Government.

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

Healthcare

Hospitals, assisted living, nursing homes, and other licensed medical facilities.

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

Historical Restoration/Renovation

Restoration of buildings registered as historical, or eligible to be registered as historical.

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

Industrial

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

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

Infrastructure: Heavy

Streets, highways, parks, dams, and bridges.

- All contract amounts up to \$100 million

Institutional

Schools, churches, local government structures and similar types of construction.

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

Pre-Engineered Building

Institutional, shopping centers, banks and manufacturing plants.

- All contract amounts up to \$100 million

Public Works / Environmental

Water treatment plants and sewage treatment plants.

- All contract amounts up to \$100 million

Renovation

Renovation or restoration of non-historical, existing buildings.

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

Residential

Residential, including independent living retirement communities; all contract amounts up to \$100 million.

- Single-family projects
- Multi-family projects and condominiums

Other Construction

Examples include theme parks, zoos, skate parks, water parks and other unique types of projects.

Awards for Specialty or Sub - Contracting

There are 17 project award categories for companies that perform specialty contracting and/or do not act as the general contractor or construction manager.

Community / Public Service

Projects that enhance the community, using resources partially or fully donated by the contractor.

- All contract amounts

Electrical

All projects.

- More than \$10 million

Electrical: Commercial

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

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

Electrical: Industrial

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

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

Mechanical

All projects.

- More than \$10 million

Mechanical: Commercial

Schools, hospitals, institutional, and shopping centers.

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

Mechanical: Industrial

Manufacturing plants, processing plants and pneumatic controls.

- Less than \$10 million

Exteriors

All contract amounts.

- Masonry, precast or stone
- All other exterior finishes

Interiors

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

Sitework / Landscape / Hardscape

Interior/exterior, landscaping and parking lots.

- All contract amounts

Other Specialty Construction

Construction not specifically referred to in the above categories.

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

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 clearly labeled via a cover page or on the spine of a binder: company name, project name and entry category.
- Use tabs with a label for each of the sections listed below.
- Include printed and digital copies of photos as well as any video or media coverage from the project.
- There is no need for a table of contents or cover letter.

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.
- Samples of Contracted Scope narratives may be viewed online at www.abc.org/eic.

Judging Criteria (continued)

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 EIC recognition.
- 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.

Project Participation List – Tab Section 2

(5 points)

- Provide a list of every contractor (prime and sub) and regional supplier involved in this project. There is no need to identify if these organizations are members of Ohio Valley ABC.

Diversity – Tab Section 3

(10 points)

- Submit details of your corporate efforts to include women and minorities in this project
 1. Were there stated goals / objectives for this project? Were they met?
 2. How do you work to separate “pass through” organizations from “legitimate” WBE/MBE/DBE/SBE companies?
- Submit details of your corporate efforts to increase diversity in our industry through outreach, training and hiring practices?
- How does your company work to mentor WBE/MBE/DBE/SBE firms in our industry?

Photographs – Tab Section 4

(5 points)

- Submit photographs of the project (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.
- 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 is required. Include the CD or drive in a vinyl sleeve, **properly labeled..** The label should include the company name and the project name.

Project Safety – Tab Section 5

(25 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.
- 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.
- Specialty contractors must submit a letter from at least the general contractor or owner.

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. Note that each project submitted requires a completely separate entry form and binder. If you have any questions regarding this application, please call Tammy Kerr at Ohio Valley ABC (937) 704-0111 or email tammy@ovabc.org.

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 (check all that apply): WBE MBE : DBE SBE

Primary Contact Information

Contact name: _____
Title: _____
Phone: _____ Fax: _____
Email: _____

Project Information

Name of project: _____
Project location (city/state): _____
Contract amount: _____
Award entry category (see list): _____
Name of primary architect (firm name): _____
Name of primary engineer (firm name): _____
Name of general contractor (if applying company is a specialty contractor): _____
Name of client/owner (firm name): _____
Starting date of construction: _____
Completion date of construction: _____

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

Project Award Category Form

Include this form with the project’s entry, immediately behind the Project Information Form.

Provide a statement (up to 25 words) on a separate sheet of paper describing what makes this project special. This description may be incorporated in the EIC program description if the project wins an Eagle Award. Place the page with the description immediately behind this form with your entry.

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 or Sub - 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

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

Project Safety Form

Complete this form and include it **as the first page of** the Project Safety section 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. If there is a question regarding this application requirement, the applicant should submit to National ABC-EIC Committee for confirmation of eligibility prior to submission of a project.

- 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 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 2013/14. For more information about STEP and to receive a STEP application, send an email to susan@ovabc.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.

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 (ABC). The entry may 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 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 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. 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 ("ABC") a non-exclusive license regarding my photographs submitted by applicant in support of its entry in the ABC National Excellence in Construction Awards competition ("Competition"). This license grants ABC 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 or applicant or agent or other representative of ABC or applicant.

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

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

Grant of Rights

The applicant hereby grants to ABC the following non-exclusive rights: the right to reproduce, distribute and sell copies of the work throughout the year as part of the 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.

Notification and News Releases

Ohio Valley ABC may or may not announce Excellence in Construction Award winners in advance of the April 10, 2015 awards ceremony. News releases will be held until after the actual awards ceremony takes place in April 2015. ABC will provide winners with a news release and photograph within several weeks of the ceremony. Until that time the winners' information is embargoed.

Applicant Agreement

I have enclosed a check for \$325 payable to "Ohio Valley ABC" in accordance with the entry fee requirements. Also enclosed is the project entry that was prepared in accordance with the requirements indicated in this application.

I hereby give permission to Ohio Valley Associated Builders and Contractors (OVABC) to use the photographs and any information submitted to the Excellence in Construction Awards competition in OVABC 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: _____