



EXCELLENCE IN CONSTRUCTION

ASSOCIATED BUILDERS AND CONTRACTORS
R O C K Y M O U N T A I N C H A P T E R

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Program Overview

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

All award winners will be recognized at the **October 19, 2018** awards celebration. The ceremony will feature a multi-media presentation highlighting the Excellence and Merit award-winning projects. All winners will be recognized in a special section of the *Merit Builder* magazine and a news release for Eagle and Merit winners will be distributed to various media outlets.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. Email questions to Joanna Johnson at jjohnson@abcrmc.org.

ABC Membership

Only ABC Rocky Mountain Chapter members are eligible to enter. We allow applicants to apply as a joint- or tri-venture if all contractors are ABC members. If they aren't all ABC members, then the ABC member is the only one that can apply IF they are a majority partner. Only ABC members will be listed in the program.

Project Safety Requirement

No project that involves prime, multi-prime or sub-trade contractors with a safety-related fatality is eligible to be considered for an award. ABC National disqualifies any project where the company experienced a safety-related fatality within the current program year (10/16/17 to 10/15/18). If for any reason there is a question regarding this policy and application requirement, the applicant may request clarification from the National EIC Committee by emailing EIC@abc.org prior to submission of the project.

Completion of Project Requirement

To be eligible for award consideration, the project itself must be completed by **Monday, October 15, 2018**.

Project Entry Steps

1. **Project Binder with Application Forms** – All project binders and application forms must be received at the ABCRMC office no later than **5:00 p.m. on Friday, August 10th, 2018**.
2. **Project Entry Fee** – Each project binder must be submitted with a **\$300** check made payable to ABC Rocky Mountain Chapter. Only 1 check is needed if you're paying for multiple projects. Credit cards are accepted although check is preferred due to cc processing fees.

Entry Deadlines

Absolutely no extensions can be made to the indicated deadlines.

Mailing Address

Associated Builders and Contractors
Attn: Joanna Johnson
2267 West Yale Avenue
Englewood, CO 80110

More Information

Specific questions may be directed to the ABCRMC office. Information on previous winners may be viewed at www.abcrmc.org. **Frequently asked questions are listed at www.abc.org/eic**. Additionally, tips on applying may be found on the web page.

Overview of Award Categories

Awards may be presented in 50 categories; 31 for General Contracting and 19 for Specialty Contracting.

Excellence Award (1st Place)

Only one Excellence Award will be given in each category. Winners at this level are eligible to compete at ABC National's EIC Competition

Merit Award (2nd Place)

Up to two construction projects in each category will be eligible for a Merit Award. Winners at this level are eligible to compete at ABC National's EIC Competition

Letter of Commendation (3rd Place)

Letter of Commendation winners are not eligible to submit to National ABC's EIC Awards. ABCRMC recognizes winners at this level but does not hand out an award at the awards ceremony. Winners at this level are **not** eligible to compete at ABC National's EIC Competition

Other Special Awards

- **Special Recognition for Design Build**
 - To be considered for this award, be sure to complete the requirements listed under Tab 5 and denote on Project Entry Form on Page 6
- **Greener Tomorrow Award**
 - To be considered for this award, be sure to complete the requirements listed under Tab 6 and denote on Project Entry Form on Page 6
- **Free Enterprise Award** Awarded for using the most ABC members on a job submitted for EIC.
 - Provide a list of ABC members (Local & National) who worked on your project on a separate sheet under tab 7. Contact Joanna at jjohnson@abcrcmc.org to confirm ABC members.
- **Excellence in Marketing**
 - Awarded to the person who designed and produced the project binder. No extra submittal needed to qualify for award.

Judging Criteria

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 80 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. Please use the checklist at the end of this document to review your entry prior to submittal.

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 section 1 through 7 listed below; *tabs 4 through 7 are optional*
- **Indicate on the spine and cover of the binder: company name, project name and entry category. Include ABC logo on cover.**
- Include the Project Information Form, Project Award Category Form, Safety Form and Project Entry Qualifications, Rights and Agreement 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.

Tab Section 1

Photographs (10 points)

- Submit 5 to 10 photographs of the project, including photographer's written authorization to use (see page 8).
- Photograph sizes should be 8" x 10" or full-page. Split images on 1 page are allowed and count as 1 picture but you can have no more than 4 pages in this format.
- To obtain maximum points provide "in progress" photos for new construction or "before and after" photos for restoration and renovation projects.
- Provide a caption on the front for each printed photograph, but keep the electronic images on a CD clear of any labels or captions. **Label the back of print photos with company, initials of project name, and photo number.**
- A CD or flash drive with your digital photos saved at a minimum of **300 dpi resolution** is required. Include the CD in a vinyl sleeve, properly labeled and **securely** fastened. The label should include the company name and 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.
- **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 on Page 8 agreeing to the license, or (2) applicant must submit a letter from the photographer giving ABC authorization to use the photos which must follow the license agreement on Page 8. Indicate N/A under "printed name" if pictures were taken in-house by company employee and sign your name to confirm we are authorized to use.

Tab Section 2

Project Narrative (30 points)

- Up to four pages single-sided*. Four pages are highly recommended and photos/images may be incorporated.
*Projects entered in the Community/Public Service categories may include up to 5 pages, with the last page describing why the project qualifies for the category. Include a detailed description of the resources donated by your company.
- Provide a written narrative indicating why this project is special and why it qualifies for an award. The focus of the narrative should be the construction of the project. Be sure to include the following items:
 1. Describe any innovative programs relating to quality control, scheduling productivity, etc.
 2. Describe any value analysis/engineering process used on the project.
 3. Indicate any special obstacles you overcame in completing the project.

Judging Criteria (Continued)

4. Describe any difficulties or extenuating circumstances encountered in completing the project and any innovative solutions used.

Tab Section 3

Project Safety (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.**
- No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.
- Include a copy of your certificate if your company is a Safety Training and Evaluation Process (STEP) participant. If you do not have a copy of your certificate, contact Joanna Johnson at jjohnson@abcrmc.org or step@abc.org.

Tab Section 4 (Optional)

AQC Contractor (2 points)

- If your company is designated as an ABC 2018 Accredited Quality Contractor (AQC) member, include a copy of the company certificate. Note that AQC status is not required to submit for an Excellence in Construction award. For more information about AQC or an application to become an AQC member, contact your local ABC chapter or send an email to aqc@abc.org

Tab Section 5 (Optional)

ABC / DBIA Award

Special recognition will be given to projects that are design-build, through an ABC partnership with Design-Build Institute of America (DBIA). To be considered for this award, include the information outlined below.

- Provide a written narrative of no more than one single-sided page.
 - Describe what design-build best practices were applied to the project.
 - Describe how the information was shared across the project team.
- Include a copy of the organizational chart, showing the design-build team's structure and contractual relationships.

Tab Section 6 (Optional)

Greener Tomorrow Award

Projects that used sustainable best practices are eligible for a Greener Tomorrow Award. To be considered for the award, include the information outlined below. Note that **LEED certification is not required.**

Part One:

- Provide a written narrative of one or two single-sided pages.
 - Describe the sustainable building initiatives, if any, which required your company's participation.
 - Describe your company's involvement in the design phase, if any.
 - Describe any obstacles or challenges related to achievement of the project's green initiatives.
 - Indicate if the company is an ABC Certified Green Contractor (bonus opportunity.)
 - If ABC Green Building Toolbox talks were used, include a sample of toolbox talk and sign-in sheet.

Part Two:

- If applicable, include green rating system used and level of certification achieved.
- If it is a LEED project, include the LEED score card.
- If another rating system was used, list the criteria used to establish the rating achieved.

Tab Section 7 (Optional)

Free Enterprise Award

Awarded for using the most ABC members on a job submitted for EIC in the current year.

- Provide a list of ABC members who worked on your project.
- Your local chapter can confirm both local and National members if needed. You will need to contact Joanna Johnson at jjohnson@abcrmc.org and include a list of companies.

Project Award Category Form

Include this form in the front of the project's entry binder, immediately behind the completed Project Information Form. Check only ONE category indicating the dollar amount of the contract for the project.

Provide 150 words (written in 3rd person) about your project. This is what the audience will hear about why your project is the best among the best if the project wins an Excellence or Merit Award. ABC reserves the right to edit your script. (If not enough space below, can be on separate sheet of paper)

Awards for Specialty Contracting

Eligible projects include both ground up construction and tenant finish construction. For further descriptions of each category, visit the Excellence in Construction webpage www.abc.org/eic and click on "Category Descriptions."

ABC reserves the right to change an entry's original category if it determines that a projects opportunity to win will be enhanced in a different category. ABC also reserves the right to redistribute the contract volume levels within a category.

Community / Public Service

Philanthropic projects that enhanced the community and used partially or fully donated resources

- 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, shopping centers

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

Mechanical: Industrial

Manufacturing plants, processing plants, pneumatic controls

- Less than \$10 million

Exteriors

Masonry, precast, stone and all other exterior finishes.

- All contract amounts

Interiors

Acoustical, drywall, millwork, plaster and all other interior finishes

- All contract amounts

Sitework / Landscape / Hardscape

Landscaping, interior/exterior and parking lots

- All contract amounts

Other Specialty Construction: Commercial

Commercial construction not specifically referred to in the above categories

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

Other Specialty Construction: Industrial

Industrial construction not specifically referred to in the above categories.

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

Awards for General Contracting / Construction Management

Eligible projects include both ground up construction and tenant finish construction. For further descriptions of each category, visit the Excellence in Construction webpage www.abc.org/eic and click on "Category Descriptions."

ABC reserves the right to change an entry's original category if it determines that a projects opportunity to win will be enhanced in a different category. ABC also reserves the right to redistribute the contract volume levels within a category.

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

Philanthropic projects that enhanced the community and used partially or fully donated resources

- All contract amounts up to \$100 million

Federal Government / Military

All projects owned by the Federal Government with the exception of transportation infrastructure and utilities

- 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 historical buildings

- 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

Projects owned by schools, churches, local government structures with exception of health care facilities

- 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

Non-historical, existing buildings where more than 50 percent of the contracted dollar value was used for renovation or restoration

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

Residential

Residential, including independent living retirement communities

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

Other Construction

Construction not specifically referred to in the above categories. Projects include theme parks, zoos, skate parks, water parks and other unique types of projects.

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

Project Information Form

Provide the requested information **exactly as it should appear on the award and in award-related materials**. Include this form as **the first page** of the project's entry binder. (Each project submitted requires a completely separate entry form and binder.) If you have any questions regarding this application, please contact Joanna Johnson at jjohnson@abcrmc.org.

Contractor Information

Name of contractor: _____

Company principal and title: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Street address (if different than above): _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Primary Contact Information

Main Contact name: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Secondary Contact Name (not required) _____

Email: _____

Project Information

Name of project: _____

Project location (city/state): _____

Final Contract amount: \$ _____

Award Entry category (Listed on pg 4 & 5): _____

Name of primary architect/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 & construction under one contract with a single point of responsibility? Yes No

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

If yes, indicate the level: Under Review Certified as _____ Level Did not submit

Name of Person(s) who designed this binder (eligible for Excellence in Marketing Award):

Project Safety Form

Complete this form and include it in the Project Safety section (tab 3) of the project's entry binder. **This form is mandatory.** Place this form as the **first page behind the safety tab** of the entry. No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration 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.
- 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 for the year(s) the project was performed or for 2018. If you are unable to copy your certificate, contact Joanna Johnson at jjohnson@abcrmc.org or email safety@abc.org. Please note ABC will handle your request in the order received. For more information about STEP visit www.abc.org/step.
- Does your company have a written Safety and Health Policy Manual? Yes No
If yes, include its Table of Contents or provide a one-page summary.
- Did you develop a site-specific Safety and Health Policy Manual? Yes No
If yes, include its Table of Contents or provide a one-page summary.
- 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.)
- If a general contractor or construction manager, do you require accident reports from the specialty contractors?
 Yes No If yes, provide information on the process.
- Indicate number of OSHA-recordable accidents on this project: _____
(Include accident counts for all specialty contractors under your contract for this item and the next three items.)
- Indicate number of OSHA restricted day cases on this project: _____
- Indicate number of OSHA lost-time accidents on this 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: _____
- Has your company signed the Construction for a Drug- And Alcohol-Free Workplace's pledge at www.drugfreeconstruction.org? This is a requirement to be eligible for an award at National's competition; not a requirement at the local level. Yes No
- Does your company have a written substance abuse policy? Yes No
If yes, provide a copy of the table of contents.
- Does your company have a process in place to record near-miss cases on this project? Yes No
If yes, provide supporting documentation on this process and how information is used.
- 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 back page of the project's entry binder

Property

ABC Rocky Mountain Chapter will attempt to return the applicant's entry binder after the chapter's awards events. Any binder that remains in ABCRMC's possession becomes property of ABCRMC.

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

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 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 and distribute 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

ABC Rocky Mountain Chapter Excellence in Construction Award winners will be notified within a week of the judging process completing. News releases will be held until after the actual awards ceremony that takes place October 19, 2018. ABC will provide winners with a news release and photograph within two weeks of the ceremony. Until that time the winners' information is embargoed.

Social Media

Throughout the year, we feature our EIC winners on ABC's Facebook page, YouTube channel and Twitter. A photo from the entry is posted online, with the company name, project name, category and award level. Please denote No below if you do not want to be included on social media.

_____ No, DO NOT promote our project via social media.

Applicant Agreement

I have enclosed a check for \$300 payable to "Associated Builders and Contractors" 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 (ABC) to use the photographs and any information submitted to the ABC Rocky Mountain Chapter 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: _____

2018 EIC Checklist

Prior to submitting your entry to ABC, complete the checklist below to be sure you have included all required elements.

- 3 Ring Binder** - Company name/project name/entry category on spine & cover with ABC logo on front cover
- Tabs** - 3 titled tabs (tabs 4-7 are optional)
- Entry fee** – Submit payment with your binder or mail a check for \$300. Be sure payment is made out to Associated Builders and Contractors Rocky Mountain Chapter. If you are submitting multiple entries, you may combine the fees into one check. Credit card payments are accepted although checks are preferred due to processing fees.
- Project Information Form** - completely filled out and 1st page in binder
- Project Award Category Form** – **Up to** 150 words summarizing your project provided and 2nd page in binder
- Up to 10 Photographs** – Tab 1; labeled and copies provided on thumb drive or disc
- Project Narrative** - Tab 2 and no more than 4 pages (5th page if Community/Public Service category)
- Project Safety** – Tab 3
 - Include the **Project Safety Form** found on pg. 7 of this application and included as 1st page behind Tab 3.
 - Including the following, if applicable:
 - A one-page summary of, or the table of contents of, the company's Safety and Health Policy Manual
 - A one-page summary of, or the table of contents of, a site-specific Safety and Health Policy Manual
 - A one-page summary or an example of toolbox safety meetings (up to two-pages)
 - Explanation of specialized training
 - Information on the process of collecting accident reports from specialty contractors
 - Project's organizational chart identifying the person responsible for safety
 - A copy of the table of contents of the company's substance abuse policy
 - STEP Certificate (year the project construction was performed preferred; 2018 certificate acceptable)
- Optional Materials**
 - Tab 4 - AQC Certificate (current year)
 - Tab 5 - DBIA Award. You must indicate participation on the **Project Information Form** & include requirements.
 - Tab 6 - Greener Tomorrow. You must indicate participation on the **Project Information Form** & include requirements.
 - Tab 7 - Free Enterprise list of local & national ABC members used on project
- Project Entry Qualifications, Rights and Agreement Form** –signature and placed as last page of binder
- Dropped off or delivered** to 2267 West Yale Ave Englewood, CO 80110 **by 5:00pm MST on 8/10/18**

2018 EIC Checklist – ABC National Submittal

ABC National EIC – The following items **SHOULD NOT** be included at the local level but are listed here to help you prepare if you continue to ABC National's competition. Items in red are sections that are in addition to what is required at local level.

- Register online** - by Friday, October 26th.
- Project Information Form**
- Entry fee** – Submit online payment or mail a check for **\$525 by Friday, November 16th**. Be sure payment is made out to Associated Builders and Contractors, NOT your chapter. If you are submitting multiple entries, you may combine the fees into one check, but be sure to specify the invoice number for each.
- Project Award Category Form**
- Contracted Scope:** Describe the opportunities you provided the construction community to participate based on merit. Include the following
 - Type of construction
 - Type of contract (lump sum, time & materials, Construction Management at Risk, Cost Plus, etc)
 - Size of project
 - Contract value
 - Duration of project
 - Percentage of work that is self-performed
- Project Narrative**
- Up to 10 Photographs**
- Project Safety**
 - Include the **Project Safety Form**
 - Include your OSHA Form 300A.
 - Include your OSHA form 300, with personal information redacted.
 - Including the following, if applicable:
 - A one-page summary of, or the table of contents of, the company's Safety and Health Policy Manual
 - A one-page summary of, or the table of contents of, a site-specific Safety and Health Policy Manual
 - A one-page summary or an example of toolbox safety meetings (up to two-pages)
 - Explanation of specialized training
 - Information on the process of collecting accident reports from specialty contractors
 - Project's organizational chart identifying the person responsible for safety
 - A copy of the table of contents of the company's substance abuse policy
 - Documentation supporting process to record near-miss cases on this project if company has a process.
- Reference Letters** - up to 10 letters
- Supplemental Materials** – up to 5 pages
- Option Materials**
 - AQC Certificate (current year)
 - STEP Certificate (for year(s) the project construction was performed)
- Option Bonus Awards**
(You must indicate participation on the **Project Information Form** on page 6)
 - Greener Tomorrow Requirements
 - ABC/DBIA Award Requirements
 - Productivity Award Requirements (included in the project narrative)
- Social Media & Entry Samples approval/declination**
- Project Entry Qualifications, Rights and Agreement Form – electronic signature**