

**2020 ABC Rocky Mountain Chapter
Excellence in Construction Awards
Project Entry Requirements and Forms**



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

Important 2020 Deadlines:

Monday, August 3rd

Phase I: Project Registration/Intent to Compete online due

Monday, August 10th

Entry Fee and Project Submittal due electronically; via Dropbox, email, or USB drive

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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 23rd, 2020** 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 info@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. **NEW:** ABC Nationally and Locally disqualifies any project where the company experienced a safety-related fatality within the current program year (10/16/19 to 10/15/20). If 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 substantially completed by **Thursday, October 15, 2020**.

2020 Project Entry Steps & Deadlines

Absolutely no extensions can be made to the indicated deadlines.

1. Monday, August 3rd (by 11:45pm MST):

- a. Submit completed *Project Intent to Compete* information [online](#). See page 4 for more information
- b. Submit Project Entry Fee. Each project's Intent to Compete must be submitted with a **\$350** payment. Checks should be made payable to ABC Rocky Mountain Chapter and mailed to address below. Only 1 check is needed if you're paying for multiple projects. Payment via credit card can be made online through your member portal.
- c. You will receive an invitation to a special Dropbox folder for each project entered once it has been processed.

2. Monday, August 10th (by 11:45pm MST):

- a. Submit Project files via Dropbox (electronically), or physically mail your USB drive. Email is also acceptable although file size may create issues.

Mailing Address: (Please note that visitors are not allowed in building due to COVID19 restrictions)

Associated Builders and Contractors
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.

Overview of Award Categories

Awards may be presented in 50 categories; 31 for General Contracting and 43 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 Information Form on Page 4. Denote by clicking the box if applying online.
- **Greener Tomorrow Award**
 - To be considered for this award, be sure to complete the requirements listed under Tab 6 and denote on Project Information Form on Page 4. Denote by clicking the box if applying online.
- **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. Save file to Dropbox or USB drive if applying online. Contact info@abcrmc.org to confirm ABC members.
- **Excellence in Marketing**
Awarded to the person(s) 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.** 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 **no later than 5:00pm on Friday, August 9th.**

Overall Presentation and Conformance to Entry Requirements (5 points)

Submitting electronically:

- Completed *2020 Excellence in Construction Intent/Submittal Online*, Completed *Project Award Category Form Write-up*, *Project Safety Form*, *Project Entry Agreement* and all other required forms and saved electronically.
- Submitted Photographs, Narrative, Project Safety, and optional sections (if applicable) correctly.
- Included \$350 payment (1 check ok if paying for more than 1 project)

If submitting electronically, the following sections will be submitted via Dropbox link or saved on a USB drive.

Tab Section 1

Photographs (10 points)

- Submit 8 to 10 photographs of the project. 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.
- 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.** (Omit this step if submitting electronically but can incorporate into file name)
- A CD or USB drive with your digital photos saved at a minimum of **300 dpi resolution** is required. Include the CD in a sleeve, properly labeled with company & project name **securely** fastened. The photographs *must not* be submitted within a software program such as PowerPoint or Acrobat.

Tab Section 2

Project Narrative (30 points)

- Up to four pages single-sided*. Four pages are highly recommended and photos/graphics 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.
 4. Describe any difficulties or extenuating circumstances encountered in completing the project and any innovative solutions used.
 - 5.

Tab Section 3

Project Safety (33 points)

- No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.
- Complete the separate Project Safety Form on page 8 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.**
 - 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; 2019 certificate acceptable)

Tab Section 4 (Optional)

AQC Contractor (2 points)

- If your company is designated as an ABC Accredited Quality Contractor (AQC) member, include a copy of the company certificate. For more information, 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 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.

Project Information Form

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

Complete this information online; Each project submitted requires its own entry registration.

Note: Once you start answering the questions, you cannot save your progress.

Contractor Information

Name of contractor:

Company principal and title:

Mailing address:

City: State: Zip

Phone:

Primary Contact Information

Main Contact name:

Title:

Phone:

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 6 & 7)

Name of primary engineer (firm name):

Name of primary architect (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 Award Category Form : Awards for Specialty Contracting

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. For further descriptions of each category, visit the Excellence in Construction webpage www.abc.org/eic and click on "Category Descriptions." Please note this page and page 5 must be returned to submit your Project Award Category Form

New last year, ABCRMC is adding categories for Specialty Contracting within Electrical and Mechanical. ABC National DOES NOT have these categories broken out. You can still compete Nationally if you place locally but will need to adjust category if you won in any category denoted with an *

Community / Public Service

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

- All contract amounts.

Electrical: Commercial

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

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

Electrical: Healthcare*

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

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

Electrical: Industrial

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

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

Electrical: Institutional*

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

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

Mechanical: Commercial

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

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

Mechanical: Healthcare*

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

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

Mechanical: Industrial

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

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

Mechanical: Institutional*

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

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

Interiors

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

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

Exteriors

Masonry, precast, stone and all other exterior finishes.

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

Sitework / Landscape / Hardscape

Landscaping, interior/exterior and parking lots

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

Other Specialty Construction: Commercial

Commercial construction not specifically referred to in the above categories

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

Other Specialty Construction: Industrial

Industrial construction not specifically referred to in the above categories.

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

Other Specialty Construction: Other

Specialty construction not specifically referred to in the above categories.

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

Project Award Category Form: Awards for General Contractors

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. For further descriptions of each category, visit the Excellence in Construction webpage www.abc.org/eic and click on "Category Descriptions."

Please note this page and page 5 must be returned to submit your Project Award Category Form.

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 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 ABC at info@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 last page of the project's entry binder

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.

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. Applicant 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. 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 23, 2020. 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 with an X 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 provided \$350 to "Associated Builders and Contractors" in accordance with the entry fee requirements.

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: _____

2020 EIC Checklist – Rocky Mountain Chapter Submittal

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

- Submit Intent to Compete & Entry fee** – Submit payment with your binder or mail a check for \$350. 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.
- If submitting electronically, all files/forms listed below uploaded into Dropbox link [that ABC sends]**

Format of project submittal – PDF Document that contains entire project submittal. Photographs must also be saved in jpg format for presentation purposes.

Page 1: Company name/project name/entry category with ABC logo (Cover Page)

Page 2: Project Entry Qualifications, Rights and Agreement Form

Page 3: Project Award Category Write Up

Page 4: Photographs Cover Page (followed by up to 10 pages/pictures)

Page 15: Narrative Cover Page (followed by up to 4 pages)

Page 20: Project Safety Cover Page

Project Safety Form (followed by any supporting documents. No page limit)

Optional Pages: AQC, Design Build, Greener Tomorrow, Free Enterprise

- Up to 10 Photographs – Split page used no more than**
- Project Narrative** – No more than 4 pages (5th page if Community/Public Service category)
- Project Safety**
 - Include the **Project Safety Form** found on pg. 7 of this application. 1st page behind Safety Cover Page
 - 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; 2020 certificate acceptable) Contact STEP@abc.org for a copy
- Optional Materials**
 - Tab 4 - AQC Certificate (current year). Contact AQC@abc.org for copy if you don't have.
 - 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.
- Project Entry Qualifications, Rights and Agreement Form** –signature and placed as last page of binder
- Received via mail or submitted electronically by 11:59pm MST**

2019 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 25th**.
- Project Information Form**
- Entry fee** – Submit online payment or mail a check for **\$525 by 11:59pm EST on Friday, November 22nd**. 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