

# 2019 Excellence in Construction Awards ENTRY APPLICATION



New Hampshire/  
Vermont Chapter

## Show Off Your Best Work

Associated Builders and Contractors New Hampshire/Vermont Chapter invites you to showcase your company's talent and dedication to quality, innovation and safety by entering this year's Excellence in Construction (EIC) awards competition! An invaluable business development tool, the EIC Award demonstrates your company's commitment to and achievement of the highest-quality standards. Winners will be recognized at the 2019 ABC Excellence in Construction Awards Gala, Thursday, October 24 at the DoubleTree by Hilton, Downtown Manchester, New Hampshire.



**Best Practices Awards, separate from project awards for all ABC members to apply:**

- Community Service Award
- Workforce Development Programs or Commitment
- Sustainability Practices

## GENERAL INFORMATION

### ELIGIBILITY

Any member of the chapter may submit best practices and/or projects located in the New England area.

**All members** (Contractors, Specialty Contractors, Associates and Suppliers) are encouraged to submit in the *new* Best Practices categories of Community Service, Workforce Development Programs or Commitment, and or Sustainability Practices.

**Questions** concerning eligibility should be directed to the Excellence Awards Committee by calling (603) 226-4789.

### PROJECT AWARDS OF EXCELLENCE OR MERIT

Excellence and Merit Awards may be presented in each project category. More than one Excellence or Merit Award may be awarded in a category. All ABC contractors, suppliers and associates involved in the winning projects will receive recognition during the awards ceremony. Please reference the complete requirements and details found later in this packet on page 2.

**Please Note:** The Project Awards are exclusively for **contractors and subcontractors**.

### BEST PRACTICES AWARDS

Community Service/Workforce Development Programs or Commitment/Sustainability Practices Awards are **new this year and open to all contractors, associates and suppliers**. These awards are intended to highlight the impact our members have on our community. Complete requirements and details can be found on page 5.

**Please note:** A contractor submitting for an Excellence Project Award may use the same application for a Best Practices Award(s) if they intend to compete; no additional fee will be charged.

### CHAIRMAN'S AWARD

The Excellence Award winners will all be eligible for the Chairman's Award which will be awarded to the project determined by the judges to be the 'Best of the Best' for that year.

### IMPORTANT DATES:

**July 12, 2019:** Completed applications due by 5PM

**August 2, 2019:** Winner notifications sent

**October 24, 2019:** Awards Gala at DoubleTree by Hilton Manchester Downtown

The Excellence in Construction Awards Program will be held Thursday, October 24, 2019 at the DoubleTree by Hilton, Downtown Manchester, New Hampshire.

### RECOGNITION OF WINNERS

All award winners will be recognized at a gala presentation on Thursday, October 24, 2019 beginning at 5 pm at the Manchester, NH DoubleTree Hotel. The Awards ceremony will feature a multi-media presentation. Press releases will be distributed to media contacts and all winners will be highlighted in the ABC NH/VT Chapter magazine, the *Construction Resource* as well as *The New Hampshire Business Review*. In addition, Excellence Award winning companies will receive recognition at every ABC event during the year following the awards ceremony.

## How to Apply

All entries must be completed in PDF format and submitted electronically, via email. Each project entered must be emailed to [info@abcnhvt.org](mailto:info@abcnhvt.org)

Within five business days of submitting the application, you will receive an email containing instructions for uploading high resolution pictures, video, and any other applicable files.

## Rules of Entry *(please read carefully)*

1. Entries must be from a current member of ABC NH/VT Chapter.
2. Projects submitted must be in the New England area.
3. **Projects must be submitted in PDF format**, indexed as a PDF Portfolio.
4. **Your PDF file must have bookmarks.** See the explanation of bookmarking at the bottom of this page.
5. The entire project must have been completed between 1/1/17 and 1/1/19.
  - a. **Project Entries:** A non-refundable registration fee of \$375.00 is required for your first project entry. Contractors may enter more than one project for an additional fee of \$275.00 per additional project.
  - b. **Best Practices Award:** A non-refundable entry fee of \$100 is required with each entry. Any ABC member may submit up to one item per Best Practices award category.

*Please Note: Contractors submitting a Project Entry may also enter an Industry Best Practices award using the same application for no additional fee.*
6. Each project may only be entered into one category.
7. A company may win only two awards in any one project category.
8. A minimum of ten (10) but maximum of twenty (20) digital photos are required; video is optional. Pictures will be embedded in your submitted PDF. Within five business days of submitting the application, you will receive an email containing instructions for uploading higher resolution copies of pictures from your submission (and any video, if applicable).
9. All accepted entries become the property of the ABC NH/VT Chapter and may be used for publication or for any other purpose by the Association.
10. Entries may be disqualified if the form is not filled out completely, or if the rules are not adhered to. The judges reserve the right to re-categorize and/or disqualify any entry for cause with proper notification to the entrant.
11. Entry items must be submitted by **5 pm EST on July 12, 2019.**

## Winning Tips

- Consider the awards entry as a project debriefing. Bring together key individuals from the project to discuss the project, recall issues and solutions.
- For **Best Practices**, consider something that makes your firm's action or program so unique that it deserves to be recognized.
- Emphasize the "heroes" on the project and their efforts to get the job done, personalize your entry.
- Embed or reference pictures in narrative to help demonstrate points being made (i.e. "see exhibit x in supporting material" or paste the picture in line with the text).
- Include "before" and "after" pictures.
- Remember: "*Presentation makes a difference.*"

## REMINDER

Your submission should be in PDF format. We **recommend** that you bookmark each section of your file; though not required, it makes it easier for the judges to review your entry. You can easily bookmark a PDF by following the steps below. Each Bookmark should be named after the Criteria (i.e. Project Description, Safety, References, etc.). Using this format improves the review experience for the judges and enhances your chances of winning.

## HOW TO BOOKMARK A PDF

PDF bookmarks create a hierarchical table of contents that can be exposed or hidden by clicking the Bookmarks icon—which looks like a ribbon and is located to the left of the viewing pane—or by selecting "View | Show/Hide | Navigation Panes | Bookmarks." Each linked section is preserved with the view used during bookmark setup. In other words, clicking one returns the viewer to the same page, line and magnification used when it was originally configured.

## ADDING BOOKMARKS

Navigate to the page and adjust it to your preferred position and magnification. Click the "Bookmark" icon to expose the bookmark organizer and select "New Bookmark"—the ribbon with the small starburst near the top of the pane—to create a new listing. Enter a name for the bookmark in the text field that displays. To change its nesting position—in other words, make the link appear indented under its section title in the Bookmarks list—highlight and drag the icon directly underneath the parent bookmark icon.

Here is a helpful tutorial: <https://www.youtube.com/watch?v=JzTbLhw8jUc>

If you have difficulty with the PDF or have questions about the application process, be sure to attend one of our upcoming ABC EIC Award Q&A sessions or contact the office by calling (603) 226-4789.

# ENTRY FORM FOR PROJECT SUBMISSION

CONTRACTOR NAME

## PROJECT INFORMATION:

COMPANY PRINCIPAL AND TITLE

NAME OF PROJECT (THIS APPEARS IN THE PRESENTATION)

ADDRESS

LOCATION

CITY/STATE/ZIP

START DATE

TELEPHONE

COMPLETION DATE

CONTACT PERSON FOR QUESTIONS REGARDING THIS APPLICATION

DESIGNER

PHONE

OWNER

EMAIL

WHO DID YOU CONTRACT WITH?

## ENTRY CATEGORIES *(Please check the category that best applies)*

### General Construction or Construction Management

*For a project with the company performing work as a general contractor construction manager (May include industrial, commercial, public work or residential)*

#### RESIDENTIAL

- Private Residence, under \$1 million
- Private Residence, over \$1 million

#### COMMERCIAL

- Under \$2M
- \$2 - \$5M
- \$5 - \$10M
- Over \$10M

#### INSTITUTIONAL/PUBLIC

- Under \$2M
- \$2 - \$5M
- \$5 - \$10M
- Over \$10M

#### INFRASTRUCTURE

#### HISTORICAL RESTORATION

#### INDUSTRIAL/MANUFACTURING

#### OTHER CONSTRUCTION

- DESIGN/BUILD** (Must adhere to responsibilities in related documents, A191, A491 and B901 to be eligible for D/B category)

### Specialty Contractors

*For a project with the company performing work as a specialty contractor (May include industrial, commercial, public work or residential)*

#### SITE WORK

#### CONCRETE

#### ENVIRONMENTAL REMEDIATION

#### MASONRY

#### METALS

#### WOOD AND PLASTICS

#### THERMAL AND MOISTURE PROTECTION

#### DOORS AND WINDOWS

#### FINISHES

#### MECHANICAL

#### ELECTRICAL

**Are you also submitting for a best practices award?**  Yes  No

If "yes" please complete the Best Practices section, found on page 5. There is no additional charge to enter one Best Practice; however, it is \$100 per additional category beyond the first complimentary entry.

## JUDGING & CRITERIA

The panel of judges will represent a cross section of the industry, including owners, architects, planners and others (no contractors). There is a total possible score of 100 points. Listed below in the order of how they are to be submitted, are the different categories and their point values. Entry form must be complete and legible.

**1. Project Description (maximum 2 pages) – 20 Points:**

- History leading up to the project and how you were selected to perform the work
- How did the project solve an owner’s need?
- Unique design elements, techniques or materials planned for the project
- Anticipated schedule challenges
- Pre-planning strategies to enhance project constructability
- Other pre-construction challenge or issues, which were anticipated prior to construction
- Sustainable design and construction practices
- Community service participation during the project (tours, classes, etc.)

**2. Construction Challenges/Solutions (maximum 2 pages) – 20 Points:**

- Unforeseen conditions, weather issues, etc.
- Design, material, and schedule changes during construction
- Labor disruptions, issues
- How the above challenges or any others were managed to achieve a successful project

**3. Why an Award? (maximum 1 pages) – 10 Points:**

- Summarize why this project deserves an award. Consider and highlight efforts above and beyond what was expected from you in the contract.

**4. Safety – 15 Points:**

- Safety data for the project must be submitted on the attached Statistical Safety Performance Data Sheet. (15 pts)

**STATISTICAL SAFETY PERFORMANCE DATA SHEET**

**Standard Industrial Classification (SIC Code) – check one:**

- General Contractor (SIC 15)
- Heavy / Highway Contractor (SIC 16)
- Special Trade Contractor (SIC 17)

**Project Specific Data**

Duration of project for contractor submitting entry:

Lost time days on the project for contractor submitting entry:

**Number of:**

Project related fatalities on the project for contractor submitting entry:  Yes  No

Cases resulting in days away from work on the project for contractor submitting entry:

Recordable cases on the project for contractor submitting entry:

OSHA violations on the project for contractor submitting entry (by citation, indicate category, i.e. willful):

**Notes & Comments:**

For assistance in completing this form, contact ABC at (603) 226-4789

- Include a copy of your ABC Safety Training Evaluation Process (STEP) certificate (5 pts).

*To learn more about STEP and participate (its FREE and easy), visit <http://www.abcstep.org> or call the chapter office at (603) 226-4789.*

**5. References – 15 Points:**

Endorsements, third-party comments. (i.e. owners, designers, end users). GC/CMs should submit letters from the owner and architect. Specialty contractors should submit a letter from the GC/CM. If the owner is unable to provide a letter of recommendation, a statement should be included explaining why (i.e. company policy).

**6. Supporting Materials (maximum 5 pages) – 10 Points:**

Diagrams and other graphics to support project description, construction challenges, press and promotion.

**7. Presentation & Appearance – 5 Points:**

Includes organization, orderliness and neatness of submission, quality of video and photos.

**8. Project Team Involvement – 5 Points:**

All entrants are required to submit a list of all contractors, suppliers and associates included on the project (ABC members and non-members). This will provide information to recognize all ABC members at the awards ceremony and to notify all non-members and invite them to the awards ceremony.

# ENTRY FORM FOR BEST PRACTICES SUBMISSION

## CHECK ONE:

- Community Service       Workforce Development Programs or Commitment       Sustainability Practices

Your entry should be in PDF format and can be emailed to [info@abcnhvt.org](mailto:info@abcnhvt.org). Within five business days of receipt, we will send you a link to where you can upload any multimedia you cite in your application.

- Provide your narrative(s) in two (2) pages or less.
- Though not required, you are encouraged to include references, pictures, multimedia (i.e. pictures and video) and quotations from media coverage highlighting the good the program or activity did for the community, your efforts or program.

## COMMUNITY SERVICE

NAME OF PROJECT OR COMMUNITY SERVICE EFFORT

LOCATION (IF APPLICABLE)

IF A DONATION, GIVE THE DOLLAR AMOUNT

DATE OF EVENT (IF APPLICABLE, OR NOTE IF ITS ON-GOING)

CONTACT PERSON FOR QUESTIONS REGARDING THIS APPLICATION

CONTACT PERSON'S EMAIL AND PHONE

Provide a narrative describing what your company does or did to make the community a better place. It can be a single donation, action, event, or sustaining activity. This award honors companies making significant contributions to their community through their time, actions, talents and dedication. The winner should serve as a role model for service, striving to make the community a better place.

Please include references such as letters of "thanks" from groups your actions have benefited.

## WORKFORCE DEVELOPMENT PROGRAMS OR COMMITMENT

NAME OF PROGRAM

CONTACT PERSON FOR QUESTIONS REGARDING THIS APPLICATION

CONTACT PERSON'S EMAIL AND PHONE

Everyone in the A/E/C industry has felt the effects of the workforce shortage. Perhaps you have a creative solution for it. (Nationally, ABC and its members spend over \$1 billion annually to train and educate)

Whether you are a contractor, accounting firm or engineering company; use this category to talk about how your company develops talent and empowers current or next generation workers to realize their full potential.

Provide a narrative describing how your company develops talent and empowers current or next generation workers to realize their full potential. It should be unique or interesting enough to merit an award.

Examples of workforce development include, but are not limited to On-the-Job training programs, formal apprenticeship programs, pre-apprenticeship programs, informal in-house training programs and community outreach projects in schools.

## SUSTAINABILITY PRACTICES

NAME OF PRACTICE

CONTACT PERSON FOR QUESTIONS REGARDING THIS APPLICATION

CONTACT PERSON'S EMAIL AND PHONE

Sustainability Practices can be from what's done to improve efficiency, cost and environmental improvements throughout a jobsite or an office or in everyday general business practices. In no more than two pages, please provide a narrative describing what your company does as a sustainability practice. It should be unique or interesting enough to merit an award.

Please Review and mail a copy of this form with your payment to Associated Builders and Contractors, 58 Chenell Drive, Concord, NH 03301.

**PLEASE READ AND SIGN BELOW:** I have enclosed my check for \_\_\_\_\_ payable to "Associated Builders and Contractors NH/VT" to cover the entry fee. I hereby give ABC my permission to use photographs and any information submitted for the Excellence in Construction Awards competition in ABC awards materials, promotional materials, social media, and press releases.

SIGNATURE

DATE