2021 ABC Northern California Chapter (ABC NorCal)

Excellence in Construction Awards

Project Entry Requirements and Forms

We invite you to enter your company's best projects in our 2021 ABC NorCal Excellence in Construction Awards competition. *

*** Winners of this competition will be eligible to compete in the National ABC Excellence in Construction Competition.**

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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 ABC National Excellence in Construction Awards competition – that recognizes the outstanding merit shop projects of the year. Use this application and the enclosed forms to enter your company's best project(s) for the ABC NorCal Chapter local awards.

All Local award winners will be recognized at our 2022, Excellence in Construction awards. National award winners will be recognized at the March 16, 2022 32nd Annual National EIC Awards Gala in San Antonio. The national ceremony will feature a multimedia presentation highlighting the Eagle and Pyramid winners, and an elegant printed program highlighting each award-winning project. All national winners will be recognized in a special section of the *Construction Executive* magazine, and news releases will be distributed to regional and national construction-related media outlets.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. You may email questions to Amanda Vernocy at amanda@abcnorcal.org

ABC Membership
Only ABC contractor members are eligible to enter. Projects completed through a joint venture must include a document outlining the ownership percentage and responsibilities of each partner. Include the document with the Project Information section. If the majority partner is an ABC member but not all partners are ABC members, only the majority contractor is eligible to enter. If your project was completed by a joint venture and not all parties are ABC members, email eic@abc.org for eligibility requirements.

Safety Policy
A company that experiences a safety-related fatality of a direct employee in the United States within the current program year (Oct. 16, 2020 - Oct. 15, 2021) is NOT eligible for an Excellence in Construction Award. If a subsidiary is a direct ABC member versus part of a larger holding company member, then the subsidiary with a safety-related fatality is not eligible, but another subsidiary of the same holding company may be. 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 NorCal Chapter Award Winner
To be eligible to compete in the National competition the project must have won at the Chapter's competition. An exception to this requirement may be granted if the applicant submits a letter from the ABC NorCal Chapter President explaining the reason the project qualifies to be entered at the national award level.

Completion of Project
To be eligible for award consideration, the project must be completed by Thursday, October 15, 2021.

STEP 1 - Chapter Project Entry Steps

1. Chapter Competition Submission Deadline – All entries must be submitted no later than Friday, October 22, 2021. Chapter winners will be notified no later than Wednesday, October 27, 2021.

2. Project Entry Fee – Each project must be submitted with a check in the amount of $250 made payable to **ABC NorCal Chapter**. Payment must be received on or before Friday, October 22, 2021.

Electronic Submissions are preferred, but mailing address for Project Submission and Payment below:
ABC NorCal Chapter Office, Attn: EIC 4577 Las Positas Road, Unit C Livermore, CA 94551

STEP 2 – (If project wins at local level) National Project Entry Steps

Project Entry Deadlines

1. Completion of Project – Projects must be completed by Friday, October 15, 2021.

2. Online Project Registration – Projects must be registered online no later than Friday, October 29, 2021.

3. Submission Deadline – Entries must be completed online no later than Friday, November 19, 2021.

4. Project Entry Fee – Each project must be submitted with online payment in the amount of $525. The entry fee is non-refundable.

More Information
Specific questions may be directed to Amanda Vernocy at amanda@abcnorcal.org. Frequently asked questions are listed at www.abc.org/eic. Additionally, tips on applying may be found on the website.

Chapter Judging Criteria

Read each section carefully.

The panel of judges represents a cross section of construction industry experts. 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. Use the checklist at the end of this document to review your entry prior to submittal.

1 Copy of Submission must be submitted to the ABC NorCal Chapter Office. Specific questions may be directed to Amanda Vernocy at amanda@abcnorcal.org.

Overall Presentation and Conformance to Entry Requirements (5 points)

- Documents should be pleasing to the eye and legible. Points will be deducted for font that is too small to easily read.
- Points will be deducted for grammatical errors, spelling mistakes and other typographical errors.

Contracted Scope (10 points)

- Include up to one full page, ensuring legibility when selecting font design and size.
- Provide a description of your scope for this project including the following information:
    - type of construction
    - type of contract (i.e. Lump Sum, Time & Materials, Construction Management at Risk, Cost Plus, etc.)
    - size of project
    - contract value
    - duration of project
    - percentage of labor that is self-performed
    - any subcontracted work performed by fellow ABC members, suppliers or associates/industry professionals, if applicable
- Describe the opportunities you provided to the construction community to participate based on merit.

**Samples of Contracted Scopes may be viewed online at abc.org/eic

Project Narrative (30 points)

- Include up to four pages, ensuring legibility when selecting font design and size. Four pages are highly recommended, and photos/images may be incorporated.
- Provide a written narrative indicating why this project is special and why it qualifies for a national award. The focus of the narrative should be the construction (i.e. erection, installation, modification, grade footprint, etc.) of the project. Be sure to include the following items:
    - Describe any innovative programs relating to quality control.
    - Describe any innovative programs relating to scheduling.
    - Describe any value analysis/engineering process used on the project.
    - Indicate any special obstacles you overcame in completing the project.
    - Describe any difficulties or extenuating circumstances encountered in completing the project.
    - Describe any innovative programs or methods related to productivity.
- Projects entered into the Community/Public Service categories may include one additional page (for a total of five pages) dedicated to describing why the project qualifies for the category. Include a detailed description of the resources donated by your company.

Photographs (8 points)

- Submit up to ten **high- resolution** photographs (jpg format only) of the project. To obtain maximum points, all projects should include "in progress" photos in addition to the completed project. Restoration and Renovation projects should include "before and after" images.
- It is recommended to include photos that are relevant to the challenges and solutions outlined in the narrative.
- Single jpg files may include up to two photographs, but no more than four files should include split images.
- Ensure the photographs do not include any safety violations.
- The **photographs must be a minimum of 300 dpi resolution**.

- 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.
- Absolutely no videos are accepted.
- **Photographer's Use Authorization:** If any 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 the licensing agreement included in this document, or (2) the applicant must submit a letter from the photographer giving ABC authorization to use the photos, which must follow the licensing agreement in this document. No changes are allowed to this document. The letter may be emailed to Amanda Vernocy at amanda@abcnorcal.org.

Project Safety (31 points)

- No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with a safety-related fatality is eligible for an Excellence in Construction Award.
- No company that experiences a safety-related fatality of a direct employee within the current program year (Oct. 16, 2020 - Oct. 15, 2021) is eligible to submit a project. Additional details follow on the Safety Form.
- Complete the separate Project Safety section on pages 9 and 10 of this application.
- You must include your company's OSHA Form 300A (project specific, if available) for the year(s) the project was under construction.
- You must also include your company's OSHA Form 300 (project specific, if available) for the year(s) the project was under construction, **with personal information redacted**.
- Include the additional documents requested on the Project Safety Form.
- In order to be eligible to win an award, the company must sign the Drug- and Alcohol-Free pledge found at drugfreeconstruction.org.
- In order to be eligible to win an award, the company must have a written Safety and Health Policy Manual.

References (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 its letterhead stating it is unable to provide a reference (this letter will qualify for only 5 points).
- General contractors must submit letters from at least the owner (or the general contractor's prime contracting entity, if not the owner) and the architect. If submitting in an industrial category, general contractors must submit letters from at least the owner (or the general contractor's prime contracting entity).
- Specialty contractors must submit a letter from at least the general contractor, if working under a general contractor. If not working under a general contractor, specialty contractors must submit a letter from at least the owner. Second- and third-tier subcontractors must at least submit a letter from their prime contracting entity.
- Letters will be assessed for their level of quality (content and position of author). In some cases, a single letter could earn the maximum number of points; however, additional letters are highly recommended.
- Provide a short description in the text box provided of how the author of each letter was involved in the project.

Supplemental Materials (2 points)

- Up to five pages.
- Provide any miscellaneous supporting materials such as diagrams and other graphics, media coverage, awards and promotion.

AQC Contractor *(optional)* (2 points)

- If your company is designated as an ABC 2021 Accredited Quality Contractor (AQC) member, include a copy of the company certificate. AQC status is not required to submit a project for an Excellence in Construction award. If necessary, a copy of the certificate may be requested by emailing aqc@abc.org.
- The certificate must indicate the chapter through which you are submitting your project because AQC membership is chapter specific.

For more information about AQC and to download an application, visit abc.org/aqc

STEP Participants *(Mandatory)* *(4 points)*

- Include a copy of your Safety Training and Evaluation Process (STEP) certificate from the year(s) the project was performed or from the current year. If you do not have a copy of your certificate or need to apply for it, contact Frances Ruelas at 925.960.8507 Frances@abcnorcal.org

Project Information Form

Provide the requested information exactly as it should appear in award-related materials and on the award. If you have any questions regarding this application, you may call ABC NorCal at (925) 960-8520 or email Amanda Vernocy at amanda@abcnorcal.org. ***Do not alter or recreate this form in any way.***

Contractor Information

Name of contractor firm:_____

Company principal and title:_____

Mailing address:_____

City:_____ State:_____ Zip:_____

Street address:_____

City:_____ State:_____ Zip:_____

Phone:_____ Fax:_____ Email: _____

Indicate if you are a women- or minority-owned business: ☐ WBE ☐ MBE

Social Media

Facebook:_____ Twitter:_____

LinkedIn:_____ YouTube: _____

Instagram: _____

Primary Contact Information

Contact name and title:_____

Phone:_____ Email:_____

Project Information

Name of project:_____

Project location (city/state):_____ Final contract amount: $_____

Award entry category, including volume range (see pages 7 and 8):_____
Be sure to contact ABC at eic@abc.org if the award category has changed since the project was registered online.

Primary architect (official firm name and contact):_____

Primary engineer (official firm name and contact):_____

General contractor, if applicant is a specialty contractor (official firm name and contact):_____

Client/owner (official firm name and contact):_____

Starting date of construction: _____ Substantial 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, circle the status of the LEED certification below:

☐ Under Review ☐ Certified as _____ Level ☐ Did not Submit

Social Media & Entry Samples

Entry Samples

Members often request samples of EIC applications. In order to assist those applying for the first time, we would like to have winning samples available.

Project Scope

ABC posts samples of scopes from winning projects online. If your project is awarded, are you willing to allow ABC to share the scope from this project as a sample on ABC's website?

☐ Yes ☐ No

Project Narrative

ABC would also like to have samples of narratives available for future applicants. If your project is awarded, are you willing to allow ABC to share the narrative from this project as a sample on ABC's website?

☐ Yes ☐ No

Innovative Safety Programs

If you indicated the use of innovative safety programs and your project was awarded, would you like these programs included in a list of best practices to be posted on ABC's EIC webpage?

☐ Yes ☐ No

Project Award Category Form – General Contracting/Construction Management

Check only ONE category indicating the dollar amount of the contract for the project. If the category chosen below is different than the one indicated when registering online, email eic@abc.org with the corrected category.

ABC reserves the right to change an entry's original category if it determines that a project's 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 enhance the community, using substantial resources donated by the contractor
- 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

Health Care
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
Projects owned by schools, churches and local governments, with the 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
- Multifamily and condominium projects up to $100 million

Special Projects
Construction not specifically referred to in the above categories. Examples include theme parks, zoos, skate parks, water parks and other unique types of projects
- Less than $2 million
- $2 to $100 million

Project Award Category Form – Specialty Contracting

Check only ONE category indicating the dollar amount of the contract for the project. If the category chosen below is different than the one indicated when registering online, email eic@abc.org with the corrected category.

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.

Community/Public Service
Philanthropic projects that enhance the community, using substantial resources 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, shopping centers
- Less than $2 million
- $2 to 10 million

Mechanical: Industrial
Manufacturing plants, processing plants and pneumatic controls
- Less than $10 million

Exteriors
Masonry, precast or stone
- All contract amounts

All other exterior finishes
- All contract amounts

Interiors
Acoustical, drywall, millwork or plaster
- All contract amounts

All other interior finishes
- All contract amounts

Sitework/Landscape/ Hardscape
Interior/exterior, landscaping and parking lots
- All contract amounts

Specialty Construction: Commercial
Commercial construction not specifically referred to in the above categories
- Less than $10 million
- More than $10 million

Specialty Construction: Industrial
Industrial construction not specifically referred to in the above categories
- Less than $10 million
- More than $10 million

Project Safety Form

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year (Oct. 16, 2020 - Oct. 15, 2021) is NOT eligible for an Excellence in Construction Award. If a subsidiary is a direct ABC member versus part of a larger holding company member, then the subsidiary with a safety-related fatality is not eligible, but another subsidiary of the same holding company may be.

No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with a safety-related fatality is eligible for an Excellence in Construction Award.

If there is a question regarding these application requirements, the applicant should request clarification from the National EIC Committee prior to submission by emailing eic@abc.org.

- Did this project have a safety-related fatality? ☐ Yes ☐ No
  If yes, this project is not eligible.
- Did the applying company have a safety-related fatality within the current program year (Oct. 16, 2020 - Oct. 15, 2021)? If yes, your company is not eligible. ☐ Yes ☐ No
- Include copies of the OSHA Form 300 and OSHA Form 300A for your company (project specific, if available) for the year(s) the project was under construction **with personal information redacted**.
  If omitted, your company is not eligible.
- Has your company signed the Construction Coalition for a Drug- and Alcohol-Free Workplace's pledge at drugfreeconstruction.org? If no, your company is not eligible. ☐ Yes ☐ No
- 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. If no, your company is not eligible.
- Indicate the following details and then calculate the project's Total Recordable Incidence Rate (TRIR)*:
  - Total man-hours for all disciplines included in your contract on this project: _____
  - Company NAICS and SIC codes: _____
  - Number of OSHA-recordable accidents on this project: _____
  - Number of OSHA job transfer or restriction cases on this project: _____
  - Number of OSHA days away from work cases 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: _____

  *General contractors and construction managers must also include all specialty contractors' hours and recordables 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.
- 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.
- Did your company regularly establish pre-task safety planning prior to beginning work on this project? If yes, provide at least one example. ☐ Yes ☐ No
- Was a site-specific Safety and Health Policy Manual developed for this project? ☐ Yes ☐ No
  If yes, include its table of contents or provide a one-page summary.

Project Safety Form continued

- Did your company have a process in place to record near-miss cases on this project? ☐ Yes ☐ No
  If yes, provide supporting documentation of this process and how your company uses this information.
- Does your company have a written substance abuse policy? ☐ Yes ☐ No
  If yes, provide a copy of the table of contents and explain how it is implemented on the project.
- Was specialized training conducted on this project? ☐ Yes ☐ No
  If yes, indicate types on a separate page.
- Does your company conduct a new employee safety orientation? ☐ Yes ☐ No
  If yes, include a copy of the agenda.
- Provide the project's organizational chart identifying the person responsible for safety.
- Additional information regarding any innovative safety and health programs used on this project or the company's overall safety program may be included.

Provide the below information about the person responsible for safety on this project and attesting to these accident rates:

Name:_____ Title:_____

Phone:_____ Email:_____

Signature:_____

Project Entry Reassignment

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 with a different category. ABC also reserves the right to redistribute the contract volume levels within a category.

2021 EIC Chapter Entry Checklist

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

☐ **Project Information Form**

☐ **Entry fee –** Submit payment of $250 for each project submission. Be sure payment is made out to ABC NorCal. 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**

☐ **Project Narrative**

☐ **Up to 10 Photographs**

☐ **Project Safety**

- ❒ Include the **Project Safety Form** found on pages 10 and 11 of this application.
- ❒ 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

☐ **Reference Letters**

☐ **Supplemental Materials**

☐ **Additional Materials**

- ❒ AQC Certificate (current year – optional)
- ❒ STEP Certificate (year the project construction was performed)

☐ **Entry Samples**

☐ **Project Entry Reassignment**