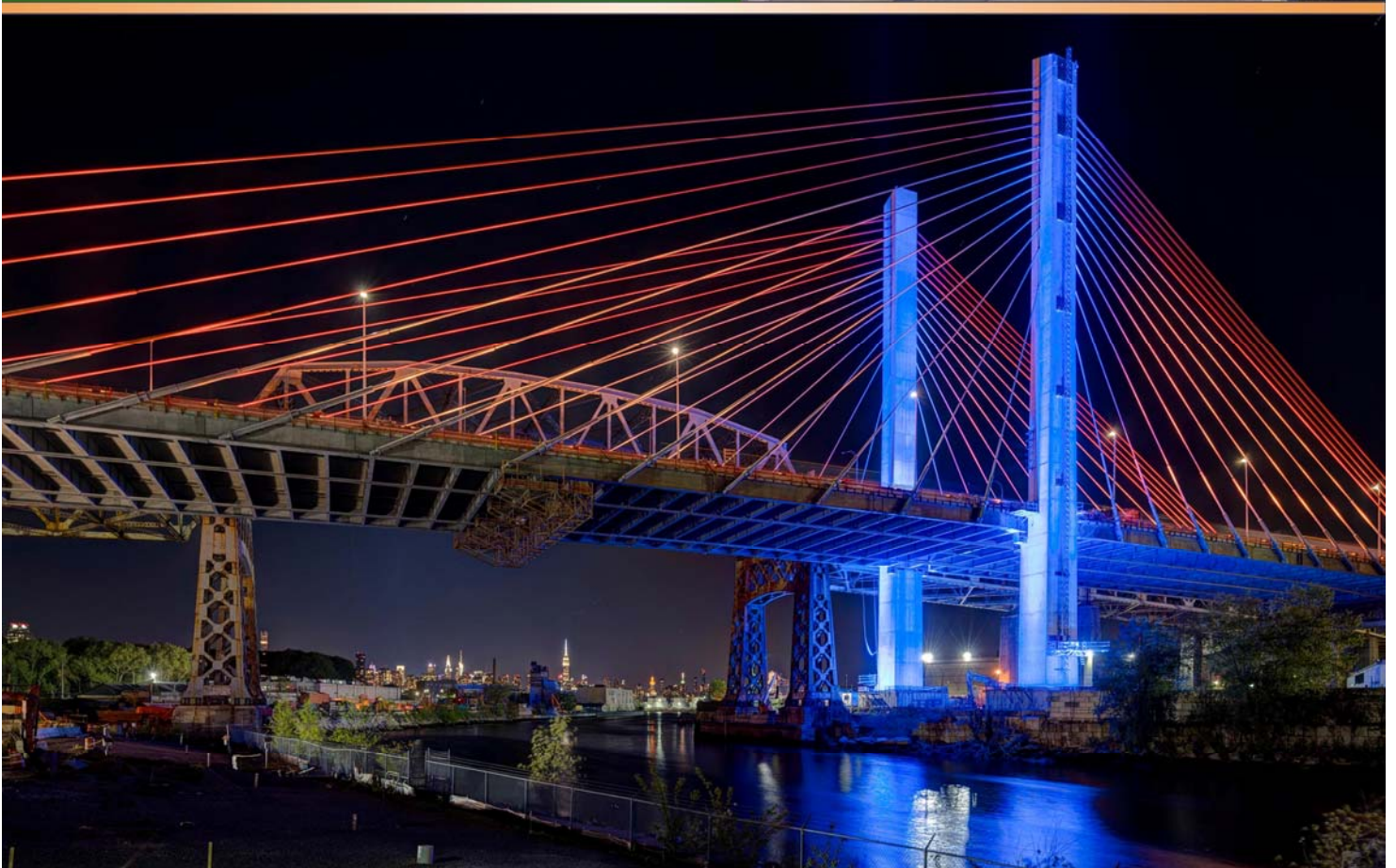


ACEC
Missouri

**ENGINEERING
EXCELLENCE
AWARDS**

CALL FOR ENTRIES



ACEC Missouri EEA Project Competition Rules

ELIGIBILITY

Any engineering or surveying firm is eligible to enter the awards program, whether or not the firm is a member of ACEC/MO.

GENERAL CRITERIA

- 1 Entries submitted to the ACEC/MO competition must be submitted in accordance with the rules and requirements in this brochure.
- 2 Engineering or surveying projects that have won awards in other state programs are welcome to be entered.
- 3 Projects entered in the competition may have been executed anywhere in the world. Studies and Research (Category A) or Surveying and Mapping projects (Category D) must have been publicly disclosed by the client between November 1, 2016 and October 31, 2018. Construction of projects (Categories B through L – with the exception of D) must have been substantially completed and ready for use between November 1, 2016 and October 31, 2018.
- 4 Entries may be placed in any one of the 12 categories. The entering firm must select the one category that is most appropriate. A project may be entered only once in any category. However, after a project entered in Category A has been constructed, it may be entered in a different category – B through L – in the year when eligible.
- 5 Each entry must consist of two components: I) Official Entry Notebook and II) USB Flash Drive containing submission materials (see Preparing Your Entry). **Non-compliance with the rules may disqualify an entry. Please read the requirements thoroughly.**
- 6 ACEC/MO will not be responsible for any damage or loss to entrant's official entry or USB flash drive.
- 7 The ACEC/MO Engineering Excellence Awards Committee reserves the right to determine, and change if necessary, the eligibility and category classification of any entry.

JUDGING & AFTER JUDGING

Entries will be judged on the basis of: ■ overall engineering excellence; ■ the work performed by the entering firm only; ■ the rating guidelines listed.

1. **No more than three (3) awards** may be received by any one firm.
2. A **judging panel** will be picked by the Committee. Judges will not be associated with ACEC/MO firms.
3. All winners will be notified immediately after judging.
4. A project panel, meeting ACEC/MO requirements, will be required for the Awards Banquet.
5. The panels will be transported to the Awards Banquet,

scheduled for **February 9, 2019** in **Kansas City**, for viewing by engineering firm representatives, clients and media at a **Special Reception** before the Banquet.

6. After **Awards Banquet**:
 - A. Grand Conceptor and Grand Award winners have the option of submitting to ACEC national competition. The deadline to submit to the ACEC national competition is January 4, 2019.
 - B. Firm entries not going on to ACEC **must be picked up** at the conclusion of the Awards Banquet.

AWARDS

The panel of judges will grant a Grand Conceptor Award, Grand Awards, a Small Firm Award and Honor Awards. The Grand Conceptor may come from any of the 12 categories and will be presented as the top winner selected by the judges, whose decisions on all awards are final. Awards will be presented to the clients/owners and entering firms submitting the winning entries. All award winners will be recognized and will be highlighted during the Engineering Excellence Awards Banquet.

Award Categories:

GRAND CONCEPTOR AWARD will be given to the best Grand Award candidate project entry as determined by the judges.

GRAND AWARD for each category where a project or projects are entered. Each project has to earn a minimum score of 70 to be considered for a Grand Award.

SMALL FIRM AWARD will be given to the highest scoring project entry from a firm whose home office has **20 or fewer employees** not receiving another award. Project must earn the minimum score of 70.

HONOR AWARD will be given to all projects at judges' discretion and receiving the minimum score of 70 and has not received a Higher Award.

Recognition: GRAND CONCEPTOR winners will receive **two (2) inscribed crystal awards** - one for the firm and one for the client/owner. GRAND, HONOR & SMALL FIRM AWARD winners will receive **two (2) inscribed plaques** - one for the firm and one for the client/owner.

PUBLICITY

The public relations and marketing value of participation in the ACEC/MO Engineering Excellence Awards program is substantial. All winners will be highlighted in ACEC/MO's newsletter as well as the ACEC/MO website. ACEC/MO staff will contact local media to announce winners and their awards. Through state efforts, display panels can be exhibited in city administrative buildings, universities, shopping centers, and office buildings. These activities enhance direct business development benefits for award winners. Further benefits are gained through feature stories presented in firm brochures, newsletters, or other publications.

RATING GUIDELINES & DEFINITIONS

Each entry will be evaluated based on the following five categories, which are key elements of the project description text required in the submittal described below.

1. Uniqueness and/or Innovative Applications of New or Existing Techniques..... 20%

- Does the entrant's contribution to the project demonstrate the use of a new science or a breakthrough in the general knowledge of engineering?
- Does the entrant's contribution to the project represent a unique application of new or existing technology, techniques, materials, or equipment?

2. Future Value to the Engineering Profession and Enhanced Public Awareness/Enthusiasm of the Role of Engineering..... 20%

- Will the entrant's contribution to the project redefine current engineering thinking?
- Does the entrant's project increase public awareness / enthusiasm about the role of engineering in their everyday lives?

3. Social, Economic, and Sustainable Development Considerations..... 20%

- Do the solutions identified produce secondary benefits of value to the community environment?
- Does the entrant's approach provide society with social, economic, or sustainable development benefits?
- Does the entrant's contribution to the project improve the health, safety, or welfare of the public or affected environment?

4. Complexity..... 20%

- Did the entrant's efforts successfully address highly complex criteria or unique problems?
- Were extraordinary problems of site, location, hazardous conditions, project requirements or similar elements present?
- Did the entrant's solutions require the use of out-of-the-ordinary technology or ingenuity for achievement of the projects' goals?

5. Successful Fulfillment of Client/Owner Needs..... 20%

- Did the entrant successfully engage the client/owner in the overall project development process?
- Did the entrant introduce an economical and cost-effective solution?
- How did final cost compare to the original budget estimate?
- How closely does the entrant's solution meet the total goals of the client/owner?
- Did the entrant meet the client's time schedule?

TOTAL..... 100%

DATES TO REMEMBER

October 15, 2018

ACEC/MO Intent to Enter Deadline

October 24, 2018

ACEC/MO EEA Project Entry Deadline

November 14, 2018

ACEC/MO EEA Judging

January 4, 2019

ACEC EEA Project Entry Deadline

February 9, 2019

ACEC/MO Awards Banquet in Kansas City, MO

February 6-10, 2019

ACEC EEA Judging in Washington, D.C.

May 7, 2019

ACEC EEA Presentations and Gala Awards Program in Washington, D.C.

PREPARING YOUR ENTRY

This section describes all required submission materials for entering the ACEC/MO Engineering Excellence Awards project competition. All materials must be submitted exactly as designated below. Digital files must be PC-compatible and appropriate to the information being submitted (i.e., Microsoft Word for text, high resolution JPEGs, photos or other images, Adobe PDFs, etc.).

If the submission does not meet the requirements listed, it may be disqualified. If any part of an entry does not meet requirements listed, that portion of the entry may not be presented for judging. **Please follow the guidelines.**

No reference to other awards is permitted in your submitted materials.

(All materials submitted for judging become the property of ACEC/MO and may be used in ACEC/MO publications.)

PROJECT CATEGORIES

CATEGORY A: Studies, Research and Consulting Engineering Services.

Non-design services, projects not involving the preparation of construction documents consisting of but not limited to the following types of projects:

- New products, materials and technologies
- Expert testimony
- Basic research and studies
- Computer / software technology
- Technical papers
- Public outreach / involvement
- Water conservation
- Security plans
- Project feasibility studies / economic / risk
- Value engineering

CATEGORY B: Building / Technology Systems

- Mechanical / electrical / plumbing
- Computer / technology
- Communications
- Acoustics
- Software systems
- Sustainability or carbon neutrality
- Efficiency certification standards, e.g. LEED
- Energy efficiency - new and retrofit
- Secure facilities (military / research / correctional)

CATEGORY C: Structural Systems

- Foundations
- Tunnels
- Buildings
- Seismic design
- Towers
- Bridges
- Stadiums

CATEGORY D: Surveying and Mapping Technology

- Geometrics, ALTA, land title and rights surveys
- Control, GPS, monitoring, or construction surveying
- Survey mapping, GIS/LIS, photogrammetry

CATEGORY E: Environmental

- Hazardous waste
- Solid waste
- Restoration / reclamation / remediation
- Air quality
- Noise
- Recycling
- Waste pond management
- Carbon sequestration and trading
- Mitigation

CATEGORY F: Waste and Storm Water

- Wastewater collection / treatment and disposal
- Residuals management and reuse
- Graywater systems
- CSOs
- Mine tailings
- Agricultural
- Storm water management
- Erosion control

CATEGORY G: Water Resources

- Hydraulics, hydrology
- Surface and groundwater supply development
- Treatment
- Transmission, distribution & storage
- Watershed management
- Water use reduction
- Flood risk management
- Climate adaptation
- Coastal and eco-system restoration
- Locks / dams / water control structures
- Irrigation

CATEGORY H: Transportation

- Highways
- Rail
- Airports
- Marine / ports
- Public transit
- Intermodal facilities

CATEGORY I: Special Projects

- Safety and security
- Corrosion protection / cathodic protection
- Program and construction management
- Land development
- Trenchless technologies / directional boring
- Recreational facilities
- Subsurface engineering

CATEGORY J: Small Projects

- Total project construction budget does not exceed \$2.5 million. At the entrant's discretion, except for entries in Category A, projects under \$2.5 million are not limited to this category.

CATEGORY K: Energy

- Transmission and distribution
- Power generation
- Renewable energy
- Cogeneration
- Energy storage technologies
- Energy usage reduction programs
- Demand slide management

CATEGORY L: Industrial and Manufacturing Processes and Facilities

- Petrochemical
- Biotech
- Manufacturing
- Heavy industry
- Industrial waste
- Materials handling
- Mining, metallurgy, mineralogy

SUBMISSION REQUIREMENTS

The following **must be submitted** with the ACEC/MO EEA competition entry:

- I. **Official Entry Notebook**
(Plain black, 1/2" spine, 3-ring notebooks are to be used.)
- II. **USB Flash Drive** containing submission materials

I. OFFICIAL ENTRY NOTEBOOK

Notebook must include **ONE COPY** of the following:

- **Official Entry Form** (with entry fee inside front pocket)
- **Signed Client/Owner Letter**
- **Project Description**
- **Six Different Photos or Graphics** (captions & labeled: Photo 1, Photo 2, etc.)
- **Media List**
- **Supplemental Report** - mandatory for Category A only (insert inside back cover or separately if too large)
- **USB Flash Drive** containing submission materials

- **Entry Fee:** A check for \$350 for ACEC/MO members and \$1,500 for non-ACEC/MO members must be inserted inside front pocket of notebook submitted.

Attached to the notebook in front of the Official Entry Form

- A 3-hole punched company **envelope**, with the project name on the front.
- A **USB Flash Drive** containing submission materials inside the envelope.

SECTION DIVIDERS

Tabbed section dividers with the following labels:

- 1) Official Entry Form
- 2) Client/Owner Letter
- 3) Project Description
- 4) Photos or Graphics
- 5) Media List
- 6) Supplemental Report (for Category A only)

The notebook must have a label affixed to the outside, which indicates the firm name, the project name, and the category in which it shall be judged. The notebook must contain all items listed below:

1 OFFICIAL ENTRY FORM: Original completed entry form must be signed by both the entrant and client/owner (senior executives / officials) stating that the submitted project was substantially completed and ready for use between November 1, 2016 and October 31, 2018. *Specifications:* One original; 3-hole punched.

2 CLIENT/OWNER LETTER (1 page max.): Letter addressed to ACEC/MO on your letterhead describing the relationship of the client/owner and entrant in the development of the project and how it exceeded the client/owner's needs. *Specifications:* One signed original; 3-hole punched.

3 PROJECT DESCRIPTION (6 pages max.): Tell the story of the project. Address items a, b, c, and d as listed below. Project title, entry category, and page number must appear at the top of each page. **(Properly identify a, b, c, and d as listed below in the project description for judging.)** Entrants may use text, photos, graphics, or charts as needed. *Specifications:* One original; 8.5" x 11"; 1" side margins; single-spaced text; 12 pt. minimum size font; 3-hole punched.

Text must include the following:

- a) **ROLE OF ENTRANT'S FIRM** in the project.
- b) **ROLE OF OTHER CONSULTANTS** participating in the project.
- c) **ENTRANT'S CONTRIBUTION TO THE PROJECT:** A brief description of the entrant's contribution addressing each of the following Rating Guidelines (refer to "Rating Guidelines & Definitions" on Page 3):
 - Uniqueness and/or or innovative application of new or existing techniques.
 - Future value to the engineering profession and enhanced public awareness/enthusiasm of the role of engineering.
 - Social, economic, and sustainable development considerations.
 - Complexity.
 - Successful fulfillment of client/owner needs.

Important: Within the project description, include total construction budgeted cost, total construction actual cost, entrant's portion of the budgeted cost, entrant's portion of the actual cost, scheduled and actual dates of completion (as indicated on the **Official Entry Form**).

d) **SUMMARY:** Describe in layman's terms why this project is worthy of special recognition (word count between 100 - 500 words). Explain all factors that exhibit the project's uniqueness and complexity, such as innovative engineering, challenges faced and overall social impact. **Note: This summary will provide the basis for all ACEC/MO publicity on the project.**

4 PHOTOS or GRAPHICS: Six (6) different photos or graphics (one per page) with captions describing the subject matter (see "Image Guidelines" in next column). Captions shall begin with Photo 1, Photo 2, etc.

Specifications: One copy of each photo (6 total); high-quality prints, **8.5" x 11"**. (Include on USB Flash Drive: the required photos or graphics must be prepared as JPEGs, RGB, 300 dpi; captions need to be typed separately in a Word Document).

IMAGE GUIDELINES:

Because the images will be projected on a large screen during the Awards Banquet, it is very important to submit sharp, high-quality, high-resolution images.

Three of the photographs must show the completed project and provide the highest level of visual impact for publicity. Three of the photographs must display the planning, startup, and/or construction phases of the project.

5 MEDIA LIST: Include email addresses of local newspapers, TV, radio stations and other media outlets where your project can be highlighted. *Specifications:* One original; Excel file; 8.5"x11" or 11"x17".

6 SUPPLEMENTARY REPORT: Include a supplementary report containing the findings portrayed with text, graphs, or photos, as needed. **NOTE:** This report is **ONLY** required for Category A submittals. *Specifications:* One original; stapled; 8.5"x11".

II. USB FLASH DRIVE

USB Flash Drive Contents & Specifications: One USB flash drive. Include label on USB with firm name, project name and category. Include each of the following items in the file type indicated, in the order given, and with the titles shown:

- 01 **Official Entry Form** (PDF format)
- 02 **Client/Owner Letter** (PDF format)
- 03 **Project Description** (Microsoft Word and PDF format)
- 04 **Six photos or graphics:** High resolution JPEG files; RGB; 300 dpi; 8.5" x 11" (Photo Captions: Type separately in a Word document).
- 05 **Media List** (Excel format)

SHIPPING FOR ACEC/MO COMPETITION

Ship notebooks & USB Flash Drive to: ACEC Missouri
Attn: EEA Competition
200 E. McCarty Street, Suite 201
Jefferson City, MO 65101

All materials must be received by October 24, 2018.

CHECKLIST: Please review the checklist on the ACEC/MO website to ensure you have included all of your materials before submitting your entry.

Questions?? Call Dawn Hill at (573) 634-4080 or email at DawnHill@acecmo.org. Go to the ACEC/MO website (www.acecmo.org) for more information on the competition.

ACEC Missouri Annual Engineering Excellence Awards Project Competition

OFFICIAL ENTRY FORM

NOTE: With the exception of Category A and some Category D projects, costs reflected below are always construction costs and are **NOT engineering fees**. If your firm was responsible for the entire engineering-design of the project, then the *Entrant's Portion of the Total Construction Budget* amount and the *Entrant's Portion of the Total Construction Actual Cost* amount will be the same as the *Total Construction Budget* amount and *Total Construction Actual Cost* amount.

If your firm was not responsible for the entire engineering-design of the project, then the *Entrant's Portion of the Total Construction Budget* amount and the *Entrant's Portion of the Total Construction Actual Cost* amount should be part of the total project construction cost your firm was responsible for (i.e., a mechanical engineering firm was responsible for \$12M of a total construction budget of \$40M. \$12M is the *Entrant's Portion of the Total Construction Budget*. \$40M is the *Total Construction Budget*.)

Furnish all information requested below for each entry (signatures by the submitting firm(s) and the client(s)/owner(s) are required). Firm, project, and client / owner's name should be typed or printed as they are to appear on the award. Please limit the project name to 45 characters. A fee of \$350 per entry for ACEC/MO members (\$1,500 for non-ACEC/MO members).

ABOUT THE PROJECT

Project Name _____ (limit to 45 characters)

Project Location (City/State): _____

Judge this entry in the following category (**check one**):

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> A. Studies, Research, and Consulting Engineering Services | <input type="checkbox"/> D. Surveying and Mapping Technology | <input type="checkbox"/> G. Water Resources | <input type="checkbox"/> K. Energy |
| <input type="checkbox"/> B. Building/Technology Systems | <input type="checkbox"/> E. Environmental | <input type="checkbox"/> H. Transportation | <input type="checkbox"/> L. Industrial and Manufacturing Processes and Facilities |
| <input type="checkbox"/> C. Structural Systems | <input type="checkbox"/> F. Waste and Storm Water | <input type="checkbox"/> I. Special Projects | <input type="checkbox"/> J. Small Projects |

(Budgeted and/or actual costs may not apply to some studies in Category A and some projects in Category D)

Completion/Use Dates: Scheduled _____ Actual _____

Category A & D Costs: Budgeted \$ _____ Actual \$ _____

Construction Costs: Total Construction Budget \$ _____ Total Construction Actual \$ _____

Entrant's portion of Total Construction Budget \$ _____ Entrant's portion of Total Construction Actual \$ _____

ABOUT THE FIRM(S) SUBMITTING THE PROJECT

Entering Firm(s) _____

Address _____ City _____ State _____ Zip _____

Project Contact _____ Project Contact Phone (____) _____

Project Contact Cell (____) _____ Project Contact E-mail _____

Submittal Contact _____ Submittal Contact Phone (____) _____

Submittal Contact Cell (____) _____ Submittal Contact E-mail _____

FIRM AUTHORIZATION

I hereby authorize submission of this project into ACEC Missouri's Engineering Excellence Awards Project Competition.

Entering Firm Senior Executive/Principal _____ Title _____

Signature _____ Date _____

E-mail _____

PROJECT CLIENT/OWNER(S) AUTHORIZATION

I believe the work of the engineer meets the intended uses and expectations for the project and hereby grant permission to enter this project in the ACEC/MO Engineering Excellence Awards project competition, and authorize publication of its outstanding features, unique aspects, or innovations. I confirm that the project was substantially completed and ready for use between November 1, 2016 and October 31, 2018.

Project Client/Owner(s) (Entity) _____

Representative's Name _____ Title _____

Address _____ City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____

E-mail _____

Signature _____ Date _____

AMERICAN COUNCIL OF ENGINEERING COMPANIES OF MISSOURI

200 E. McCarty Street, Suite 201 ■ Jefferson City, MO 65101 ■ 573-634-4080 ■ DawnHill@acecmo.org