



ABC WESTERN PA

PROJECT ENTRY REQUIREMENTS AND GUIDE

Excellence in Construction®
2024 Award Application

We invite you to enter your company's best projects in the 2024 ABC Western PA Excellence in Construction Awards competition. This celebration honors the state's most outstanding construction projects. Winning projects are then eligible for the ABC National competition.

ABC Western PA
2360 Venture Drive
Gibsonia, PA 15120
412-213-3556
www.abcwpa.org



PROGRAM OVERVIEW

Your company has the opportunity to compete for honors in the construction industry's premier annual awards program recognizing the outstanding merit shop projects of the year. Join your fellow merit shop companies to be recognized as "the best of the best" in the construction industry.

The EIC award honors all construction team members, including the contractor, owner, architect and engineer. Submitted projects are judged by a panel on complexity, attractiveness, unique challenges overcome, completion time, workmanship, innovation, safety and cost.

All award winners will be recognized at the October 2024 awards celebration at the National Aviary in Pittsburgh. The ceremony will feature a multi-media presentation highlighting the Eagle award winners, as well as an elegant printed program highlighting each award-winning project. A company representative must be present to receive their award(s).

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ELIGIBILITY & CRITERIA

Each entry must follow the entry requirements outlined in this award application.

ABC Membership Required:

Any general contractor or subcontractor member in good standing of Associated Builders & Contractors of Western PA may 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.

Project Safety:

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year 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 National Winner:

Those who receive awards at ABC Western PA 2024 Excellence in Construction Awards are there by eligible to compete on a national level. We highly recommend keeping a copy of your application on hand for it can be useful when applying to ABC National later in the year for a chance to be nationally recognized at the ABC National's 2024 Excellence in Construction Awards.

DATES & DEADLINES

December 31, 2023 – Date by which construction of the submitted project must be completed

September 9th – Deadline to submit the final application. All projects must be submitted in person or via mail. Mailing address for submissions is ABC of Western PA 2360 Venture Drive Gibsonia, PA 15044

Week of September 16th – All applicants will receive an email detailing the results.

October 3rd– Winners will be celebrated at the Annual Excellence in Construction® Awards Banquet in Pittsburgh, PA.

ENTRY COMPONENT CHECKLIST

Prior to submitting your entry to ABC Western PA, complete the checklist below to be sure you have included all required components on your flash drive. **Include this with your entry.**

- **Complete Entry Form (this checklist)**
- **Project Information Form**
- **Project Award Category Form**
- **Contracted Scope**
- **Project Narrative**
- **Photographs** (10 maximum) (*Format: hi-resolution JPG or TIF, no captions*) Before **and** after photographs highly recommended.
- **Identify 3 photos to use in event materials** (i.e. project posters, event booklet, media presentation, etc.)
 - Photo file names:
 - (1) _____
 - (2) _____
 - (3) _____
- **Logo:** Your company's most recent logo in digital format (Format: high resolution JPG or TIF)
- **Project Safety Form**
 - » Include the Project Safety Form / OSHA Form 300A / 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
- **Supplemental Materials and Reference Letters**
- **Optional Materials:** AQC Certificate (current year) and/or STEP Certificate (year the project construction was performed)
- **Project Entry Qualifications, Rights and Agreement Form**
- **Photography Release**

PROJECT INFORMATION FORM

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

Contractor Information

Name of contractor: _____

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

Primary EIC Entry Form Contact Information (and who should be notified once judging is complete)

Contact name: _____

Title: _____

Phone: _____ Fax: _____ Email: _____

Project Information

Name of project: _____

Project location (city/state): _____

Final contract amount: \$ _____

Award entry category: _____

Name of primary architect (official firm name): _____

Name of primary engineer (official firm name): _____

Name of general contractor (if applying company is a specialty contractor): _____

Name of client/owner (official firm name): _____

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, indicate the status of the LEED certification:

Under Review Certified as Level Did not Submit

PROJECT AWARD CATEGORY

You may select only ONE category indicating the dollar amount of the contract for the project. *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.*

GENERAL CONTRACTING/CONSTRUCTION MANAGEMENT

- Mega-Projects**
All projects regardless of type more than \$100 million.
- Commercial**
Office buildings, banks, retail facilities, hotels and mixed use.
- Community/Public Service**
Philanthropic projects that enhance the community, using substantial resources donated by the contractor.
- Federal Government/ Military**
All projects owned by the federal government, with the exception of transportation infrastructure and utilities.
- Health Care**
Hospitals, assisted living, nursing homes and other licensed medical facilities.
- Historical Restoration/ Renovation**
Restoration of buildings registered as historical, or eligible to be registered as historical.
- Industrial**
Manufacturing plants and facilities, refineries and similar types of construction.
- Infrastructure**
Heavy Streets, highways, parks, dams and bridges.
- Institutional**
Projects owned by schools, churches and local govt., with the exception of health care facilities.
- Pre-Engineered Building**
Institutional, shopping centers, banks and manufacturing plants
Public Works/ Environmental
Water treatment plants and sewage treatment plants.
- Renovation**
Non-historical, existing buildings where more than 50% of the contracted dollar value was used for renovation or restoration.
- Residential**
Residential, including independent living retirement communities.
- 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.

SPECIALTY CONTRACTING

- Community/Public Service**
Philanthropic projects that enhance the community, using substantial resources donated by the contractor.
- Electrical: Commercial**
Schools, hospitals, outdoor lighting, institutional, shopping centers.
- Electrical: Industrial**
Manufacturing plants, processing plants, instrumentation and testing facilities involving motor control.
- Electrical All Projects**
More than \$10 million
- Mechanical: Commercial**
Schools, hospitals, outdoor lighting, institutional, shopping centers.
- Mechanical: Industrial**
Manufacturing plants, processing plants and pneumatic controls.
- Mechanical All Projects**
More than \$10 million
- Exteriors**
Masonry, precast or stone; All other exterior finishes.
- Interiors**
Acoustical, drywall, millwork or plaster, All other interior finishes.
- Sitework/Landscape/Hardscape**
Interior/exterior, landscaping and parking lots.
- Specialty Construction Commercial**
Commercial construction not specifically referred to in the above categories.
- Specialty Construction Industrial**
Industrial construction not specifically referred to in the above categories.

ENTRY REQUIREMENTS

Overall Presentation and Conformance to Entry Requirements: 5 POINTS

Each entry must be presented in a 1" three-ringed binder not to exceed 10"x13"; use tabs with a label for each of the sections; indicate company name, project name and entry category on the spine and cover of the binder; you must include the entry forms as the first section of your entry; all documents included in the binder must be on 8" 1/2 X 11" sheets.

Contracted Scope: 10 POINTS

Ensuring legibility when selecting font design and size, provide a description (**no more than one full page via PDF**) of the scope for this project with the following information: type of construction, size of project, contract value, length of project, percentage of labor that is self-performed and any subcontracted work performed by fellow ABC members. 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

Ensuring legibility when selecting font design and size, provide a description (no more than four full page via PDF) indicating why this project is special and why it qualifies for an EIC 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;

Projects entered into the Community / Public Service categories may include up to five pages, with the fifth page being a separate page describing why the project qualifies for the category. Include a description of the resources donated by your company.

Photography: 8 POINTS

Submit up to 10 high-quality photographs in jpg or png format only. It is recommended to include photos that are relevant to the challenges and solutions outlined in the narrative. To obtain maximum points, include the "in process" photos for new construction and "before and after" photos for restoration/renovation projects. A brief description should accompany each photograph. In addition to the printed photos included in your binder, you must provide a non-returnable Flash Drive with all photos. Files should be a minimum of 300 DPI resolution and in jpg format.

Photographer's Use Authorization: Applicants must obtain the rights from their photographer to reprint the photographs without limitations. Any liability for copyright infringement shall be borne solely by the applicant

REQUIREMENTS CONTINUED

Project Safety: 31 POINTS

No project that involves a prime, multi-prime, subcontractor or any trade-related work with a safety-related fatality is eligible for an Excellence in Construction Award. You must complete the separate Project Safety section of this application (page 9). 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 at ABC National, the company must sign the Drug-and-Alcohol-Free pledge found at www.drugfreeconstruction.org.
- In order to be eligible to win an award, the company must have a written Safety and Health Policy Manual

References: 15 POINTS

Include up to 10 letters of recommendation via PDF 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, upload a letter from the owner on their letterhead stating they are unable to provide a reference.

- 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 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.

OPTIONAL OPPORTUNITIES

Supplemental Materials: 2 POINTS

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

AQC Contractor: 2 POINTS

If your company has achieved ABC's Accredited Quality Contractor (AQC) credential in the current program year, upload a PDF copy of the company certificate. The certificate must indicate the chapter that you are submitting your project through because the AQC credential is chapter-specific. If necessary, a copy of the certificate may be requested by emailing aqc@abc.org. Please note that requests will be processed in the order in which they are received; be sure to put your request in early.

STEP Safety Management System: 2 POINTS

If your company is a STEP participant, upload a PDF copy of the company certificate(s) from the current program year, as well as any year(s) the project was performed. If your company does not have an electronic copy of your STEP certificate(s), contact eic@abc.org. Please note that requests will be processed in the order in which they are received; be sure to put your request in early.

PROJECT SAFETY FORM

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year 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.

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? Yes No
If yes, this project is not eligible.

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 immediately following this form in the Project Safety section, with personal information redacted.

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 was implemented on the project

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

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.

Provide the project's organizational chart identifying the person responsible for safety.

Does your company conduct a new employee safety orientation? Yes No
If yes, include a copy of the agenda.

Were toolbox safety meetings held with employees? Yes No
If yes, were these meetings documented and what was the frequency of meetings? Include a one-page summary.

Did your company regularly establish pre-task safety planning prior to beginning work on this project? Yes No
If yes, provide at least one example.

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.

Was specialized training conducted on this project? Yes No
If yes, indicate types on a separate page.

Calculate your company's Total Recordable Incident Rate (TRIR) = _____
Number of recordable accidents x 200,000 / total manhours for the project

For general contractors or construction managers: Do you require accident reports from specialty contractors? Yes No
If yes, provide information on the process.

Provide on a separate page the name, title, phone, email and signature for the person responsible for safety on this project and attesting to these accident rates.

Additional information regarding any innovative safety and health programs used on this project or the company's overall safety program may be included.

PROJECT QUALIFICATIONS, RIGHTS & AGREEMENT

Grant of Rights:

The applicant hereby grants to ABC WPA the following non-exclusive rights: the right to reproduce and distribute copies of the work throughout the year as part of the competition materials described above, including the right to reprint the work, or any part thereof, whenever necessary and to license the use of the work, or any part thereof, in any medium or form of communication; and the right to use the applicant's name, photographs and biography in connection with the work. The applicant reserves all rights not specifically granted herein.

Safety Provision:

No project that involves a prime, multi-prime, subcontractor or any trade-related work (regardless of the type of contract) with 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:

ABC Western PA winners will be notified within approximately three weeks before the September awards ceremony.

Attendance:

At least one representative from your company will attend the awards banquet to accept your award.

Social Media:

ABC promotes EIC winners on social media (e.g. Facebook, LinkedIn, Instagram and Twitter). A photo from the entry is typically included, with the company name, project name and category.

Entry Sample Release:

Members often request samples of EIC applications. If your project is awarded, ABC can share your project narrative and/or contracted scope with future year applicant.

Applicant Agreement:

I have enclosed the flash drive that was prepared in accordance with the requirements indicated in this application.

I hereby give permission to Associated Builders and Contractors Western PA to use the photographs and any information submitted to the ABC National Excellence in Construction Awards competition in ABC awards materials, including presentations and printed matter, as well as promotional materials and news releases.

Name: _____

Signature: _____

Date: _____



PHOTOGRAPHY RELEASE

License to Use: The undersigned photographer hereby grants Associated Builders and Contractors (“ABC”) Western PA a non-exclusive license regarding my photographs submitted by applicant in support of its entry in ABC Western PA’s Annual Excellence in Construction® Awards competition (“Competition”).

This license grants ABC Western PA 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 Western PA or applicant or agent or other representative of ABC Western PA or applicant. ABC will provide photo credit whenever possible.

Photographer’s Name (signature): _____ Date: _____

Photographer’s Name (print): _____

Phone/Email: _____



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