



OWNERS' PROJECT EXCELLENCE AWARDS 2013 Submission Requirements and Judging Criteria

Western Council of Construction Consumers will be accepting submissions for the 2013 Owners' Project Excellence Awards competition March 20 - May 30, 2013.

Western Council is dedicated to recognizing excellence in project performance with a primary goal of educating and informing our members.

Western Council of Construction Consumers' Annual Owners' Project Excellence Awards Program recognizes continuous improvement and excellence in the engineering, design, and construction of quality, cost-effective, and innovative **construction projects substantially completed by and/or for the Western Council membership January 1, 2012 – December 31, 2012.**

Projects submitted for consideration should demonstrate effective execution; new, innovative ideas and strategies for improving the construction process; and successful management of relationships between the owner, contractors and service providers.

Project Awards will be presented during a ceremony at an Awards Banquet held in the fall.

AWARD CATEGORIES

Awards in the following categories and according to type will be presented during the Owners' Project Excellence Awards Banquet:

PROJECT ACTIVITY

- New Construction
- Renovation
Modernization
Seismic Retrofit
Stabilization
Restoration

PROJECT CATEGORY

- Buildings
- Industrial Process/ Manufacturing
- Infrastructure
- Advanced Technologies
- Utilities
- Open

A separate category has not been included for Safety; however, project safety will be considered in the evaluation of all submissions since Western Council believes that "excellent performance" can be achieved only when accompanied by superior safety results.

AWARD STATUS DESCRIPTIONS

Chairman's Award:

This unique project meets all criteria and stands out as the best of the year.

Distinguished Achievement:

Projects have achieved all objective criteria of meeting schedule, budget, and aesthetics requirements and maintained an extraordinary safety record.

Exceptional Achievement:

Projects have achieved most objective criteria regarding meeting schedule, budget, Aesthetics, and safety.

Outstanding Achievement:

Projects have achieved a substantial number of objectives, with noteworthy accomplishments.

Significant Achievement:

Projects achieved recognition for unique or significant objectives.

Notable Achievement will be awarded to projects with noteworthy elements, though they may not have achieved all of the criteria.

SPECIAL DISTINCTION AWARDS

Sustainability Excellence Award:

Project achieved high sustainability; met or exceeded high requirements of sustainability and LEED certification organizations; took innovative and creative approaches to meeting The sustainability needs and goals of the project, and achieved significant energy savings for the project owner.

SUBMISSION REQUIREMENTS

To qualify for submission,

- The applicant or the project owner must hold an active **membership** in Western Council.
- All submission information must be complete and submitted by the **deadline**.
- The **completion date** of construction is within the appropriate time frame.

SUBMISSION CRITERIA

- Project construction must have been **substantially completed between January 1, 2012 and December 31, 2012**.
- The size of the project is not necessarily a criterion; however, awards may be given in different capital cost ranges for a particular category, depending upon the total number of projects submitted.
- **Projects with poor safety performance will not be considered for awards.**

Submission of more than one project, in one or more categories, is both acceptable and encouraged.

JUDGING An impartial panel of industry professionals will conduct the judging.

CONFIDENTIALITY

Please do not include any information in your submittal that is confidential, or that you would not want to be mentioned as part of the reason for winning an award. If you feel that there is any confidential information that should be considered by the judges which you do not wish to be "published" in connection with the award, please submit such information **under a separate cover clearly marked "confidential."**

APPLICATION SUBMITTAL REQUIREMENTS

Applicants must submit separate complete packages for EACH project submitted for award consideration.

Each package must include:

Two (2) copies each of:

- **Printed submission in a binder** (3-ring recommended) **including all requirements listed in this packet.**
- **A CD of the entire submission inserted securely in each binder.**
The CD must include a separate jpeg file of the "Project Snapshot" photo selected.

A form is supplied as a guide to requirements to help you prepare your project submission.

You must provide all the information listed on the form for your project to qualify for consideration and be evaluated.

PROJECT INFORMATION REQUIREMENTS

See Form on Page 4 for a Checklist of All Required Elements, but refer to this page, as well.

1. “Project Snapshot” - A Project Summary and jpeg Photo for the Award Program

- Short **MSWord Document**, which includes the **6** items listed below, **AND**
- **Project Photo (jpeg)**, BOTH of which could be used in the printed award program.
(*Include a separate jpeg file of photo on both submission CD's.*)

For examples, see: <http://wccc.org/awards/pdfs/2012-OPEA.pdf>

1. 100-word Project Summary
2. Stakeholder/ Key Participant List
3. Capital Cost
4. Start Date
5. Completion Date
6. Safety Record For this project

2. Full Narrative

Describe the project and the reasons it warrants consideration for a Western Council Owners' Project Excellence Award. **Please limit this narrative to no more than 10 pages.**

Choose a format that best tells the story of your project. We encourage you to recognize superior performance by your project team(s). Address issues such as the following:

Goals and objectives of the project -- state how effectively these objectives were met and quantify results whenever possible.

Unique technical, design or material features of the project that distinguish it from other similar projects.

Cost and schedule challenges -- elaborate on project organization, contractual relationships, partnering, team-building, etc.

If appropriate, identify by name and function, **key contributors** to the success of the project (team members, vendors, etc.) and describe their contribution. Be specific.

Project Safety Statistics and details for this project

Sustainability

3. Presentation and Graphics

Color photos of the project (progress -start through completion) to give the judges a complete and accurate picture of the uniqueness and complexity of the project.

4. Other Items (Optional)

Press clippings about the project, letters of commendation, special awards received for the project or other related material.

DUE DATE: Submissions are due no later than 5 PM on Thursday, May 30, 2013.

MAIL OR DELIVER SUBMISSIONS TO:

Western Council Awards Chairperson: Tom Broz

Senior Vice-President

Willdan Engineering

2401 E. Katella Ave, Suite 450

Anaheim, CA 92806-6073

(714) 978-8251

tbroz@willdan.com

General Questions: Contact Valerie Largin, Western Council, (916) 599-8020, vann@wccc.org

ANNOUNCEMENT OF WINNERS

Judging of submissions will take place in June. Once the official slate of winning projects is determined, the CONTACT for each project submitted will receive an e-mail announcing award status followed soon after by a letter.

Western Council will provide one award for each winning project.

Additional awards may be ordered for, or by, the applicant, and other project stakeholders, and design or construction participants.

Awards will be presented to winners at an Awards Banquet Ceremony.in the fall of 2013.

RETURN OF SUBMISSIONS

Western Council will archive one copy of each submission.

Requests for the second copy to be returned to the applicant must be made in the form of a written letter on the applicant's letterhead and included with the submission package.