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Rules & Guidelines



Central Florida Chapter

Associated Builders and Contractors, Inc.

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407-628-2070

eic@abccentralflorida.org

www.abccentralflorida.org

**Important Dates 2020**

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| --- | --- |
| Submit Survey; Request Permission for WDI or WDW Projects | **January - February** |
| EIC Workshop #1 | March 4 |
| EIC Workshop #2 | March 31 |
| Submit WDI or WDW project entry forms for Owners’ Review and Approval  *\*Submit in word document that can be edited* | April 1 |
| EIC Workshop #3 | April 17 |
| Construction for Submitted Project must be Completed | April 30 |
| Entry Submission(s) Due  Hard Copy Entry Book Due  *\*To be eligible for Marketing Award of Excellence*  Payment Due  *\*Projects are not eligible to be judged if payment has not been received by CFC ABC* | April 30 |
| Safety Training Evaluation Process (STEP) Application Due | May 15 |
| Site Visits and Presentations at ABC (Judging) | June 12, 17, 19, 23, 25 |
| Marketing Award Nominees Notified | July-August |
| Eagle Awards Announced | August |
| EIC Awards Magazine Advertising Deadline | August 30 |
| Project of the Year & Subcontractor Project of the Year  Nominees Announced/Judged | September |
| Excellence in Construction Awards Banquet | October 17 |
| Submit for ABC National EIC Awards | October |

**Program Overview**

The purpose of the ABC Excellence in Construction Awards program is to recognize the outstanding projects built by CFC ABC members. Such recognition will bring about a greater industry awareness of the quality and craftsmanship of work produced by merit shop contractors and their team.

**Eligibility**

* Company must be a CFC ABC General Contractor or Subcontractor member
  + Joint ventures are eligible if the company entering is a CFC ABC member
  + Subcontractors may enter a project even if the GC is not a current CFC ABC member
  + Subcontractors may enter a project even if the GC did not enter the project
  + There is no limit to the number of projects a company may enter
* The project entered should be completed (e.g., Certificate of Occupancy issued) by April 30, 2020.
* Projects that won ABC awards in previous years are **not** eligible except in the case of substantial renovation or additions.
* Project does not have to be within Central Florida or even in Florida, however the contracting office must be within the Seminole, Orange, Lake, Volusia, or Osceola county.
* Must submit survey and receive permission from owner if the project is owned by WDI or WDW.
* Projects with a safety-related fatality of a company’s direct employee within the current program year is not eligible for an EIC Award.

**Overview of Awards**

* **Eagle Award** – Only one project from each category and contract amount may be awarded the first place Eagle Award. Project must earn 80% or more of the eligible points and score highest in their category. Eagle Award winners will receive a complimentary Soaring Eagle trophy, which will be presented on stage at the awards banquet and will be listed in the annual EIC Awards magazine.

* **Award of Merit** – Projects must earn a minimum of 70% of the eligible points for an Award of Merit. Winners are listed in the annual EIC Awards magazine and will receive a complimentary plaque.
* **Honorable Mention** - If a project does not earn the minimum points required for an Award of Merit, the project will receive Honorable Mention. Projects will be listed in the annual EIC Awards magazine.

**Special Awards**

* **Excellence in Marketing Awards** – One representative from a CFC ABC General Contractor and one representative from a CFC ABC Subcontractor will be presented this award in recognition for their well-written and creative project entry book. Books are judged on the appeal of layout and format, originality and overall creativity, the clear and concise description of why the project deserves an award, and whether the narrative’s content is focused on contractors' work.
* **Free Enterprise Awards** – One general contractor company and one subcontractor company will be presented this award for utilizing the largest number of CFC ABC members (subcontractors, suppliers and associate members) working directly on any one project that is entered in this year’s awards competition. Free Enterprise Award winners do not have to be Eagle Award winners.
* **Subcontractor Project of the Year Award** – Subcontractor projects that win an Eagle may be nominated for the top Subcontractor Award. Up to five projects may be nominated and asked to give a presentation of their project at the ABC office for final judging. The nominees are judged on complexity and challenge level, the uniqueness and innovation of construction, and the level of exceptional quality.
* **Project of the Year Award** – General contractor projects that win an Eagle may be nominated for the Project of the Year Award. Up to five projects may be nominated and asked to give a second on-site presentation and tour of their project. The winning project exemplifies the contributions of quality construction to Central Florida. The nominees are judged on complexity and challenge level, the uniqueness and innovation of construction, the level of exceptional quality, and the effect on the Central Florida community.
* **Other Special Awards** – Special awards may be given at the discretion of the judges and EIC Awards Committee.

**Entry Process**

**1st Step: Submit Survey**

All companies who are interested in participating in the 2020 EIC Awards program are asked to fill out a short three to five-minute survey indicating their intentions/proposed projects. All WDI and WDW projects are **required** to request permission by completing the survey or emailing project information to eic@abccentralflorida.org.

**2nd Step:** **Complete EIC Awards Entry Form**

The EIC Awards Entry Form can be completed online or by using the hard copy Entry Form in Word format and submit via email or mail.

Online Submission: www.projectpresenter.com/abc-central-florida

Forms and other materials: [www.abccentralflorida.com/eic](http://www.abccentralflorida.com/eic)

**Scope and Narrative for WDI/WDW Projects: Submit by April 1, 2020**

Please complete EIC Entry Form *(in Word format)* and submit with scope and narrative for owner’s review and approval. Allow at least 30 days turn-around time.

**Projects (not WDI/WDW): Submit by April 30, 2020**

**Section I. Project Information**

Enter project name, project physical address, your contract amount, start and completion (c/o) date, architect and engineering firm as it applies to your trade (please check your contract or the firm’s website and enter the correct and full name of firm), the project owner and the project team personnel.

**Section II. Project Category**

Select the type of entry – GC or Subcontractor (A GC may enter project in any of the specialty work categories.)

Select the appropriate dollar amount category based on your company’s contract.

Projects entered as a subcontracted project - select one choice from the “Specialty Work.“

Projects entered as a general contractor - select one choice from the “Building Type.”

If company was contracted in additional subcontractor category, it may also be entered in the EIC Awards as a separate entry.

**Unsure about your category? Give CFC ABC a call at 407-628-2070 or email eic@abccentralflorida.org**

***\*The EIC Awards Committee reserves the right to change the category if they believe project was entered in an incorrect category.***

**Section III. Project Judging Information**

Projects will be judged by either an on-site presentation or a presentation at the ABC office. If access cannot be obtained or if the project is located over 50 miles from the CFC ABC office, a presentation will be scheduled at ABC.

Include the name and contact information for the Lead Presenter and an alternate for the on-site or ABC presentation.

**On-Site Presentation** – Contact the project site and obtain their contact information, check available dates against judging dates, check if access to site must be at odd hours. Determine meeting location for judging team, parking information, and any restrictions or requirements to gain access to project.

If the meeting location requires back roads or may be unclear, please include a map with a highlighted route from a main street to the meeting location. Note any land marks or signs to assist drivers in locating the meeting place.

If project site is large, include an aerial map of the site and mark the meeting location.

**Presentation at CFC ABC Office** – If access cannot be obtained or if the project is located over 50 miles from the ABC office, a presentation will be scheduled at ABC for judging. Judging dates are the same judging days as the on-site visits. Presenter(s) may utilize additional pictures, video and/or show a PowerPoint presentation.

**Section IV. Safety**

Fill out all safety questions and send attachments in order to receive additional points on your overall project score. If attachments are not received, additional points will not be granted.

Safety Bonus

STEP participation is not required but by completing the National STEP (Safety Training Evaluation Process) application and listing Central Florida Chapter ABC as a primary or additional chapter, you will earn an **additional four points**. Safety Bonus points will count towards your project entry score if STEP application is completed by May 15, 2020.

Enter STEP online: [abc.org/en-us/safety/step.aspx](http://www.abc.org/en-us/safety/step.aspx).

**Section V. Attachments**

Determine how attachments will be submitted: email, mailed, CD/USB drive, in entry book, etc.

**Scope**

A one-page description of the work that your company performed. **Required.**

**Narrative**

A one to five-page description on why your company deserves an award.

Include:

* + Innovative programs relating to: personnel management, quality control, scheduling, and value analysis
  + Special obstacles your team overcame in completing the project
  + Photos of the work in progress or photos highlighting certain details that may not be seen during the on-site visit

Narrative must be included in order to be considered for **Project of the Year** and **Subcontractor Project of the Year** nomination.

**Sub List**

* Complete list of Subcontractor, supplier, and associate companies that your firm contracted for this project
* Optional, but must be attached or included in marketing book to be considered for the **Free Enterprise Award**

**Photographs**

ABC uses submitted photos for the EIC Awards magazine and the on-screen presentation at the EIC Awards Banquet. Photos for judges’ viewing should be included in narrative or supplemental material.

Provide three to six photos of your project

* Pictures must be high resolution (minimum 300 dpi) in a photo or .jpeg format
* Label CDs and USB drives with company and project name
* Judges will not view these photos. If you want judges to see photos during judging, then include in the narrative and/or send printed attachments. ABC will print out attachments only in black and white, not color.

Third-Party Signed Waiver

If any photos being submitted were taken by a third-party photographer, the photographer’s written authorization to use the photos is required. In order to comply, you must send ABC a copy of the signed licensing agreement found at [www.abccentralflorida.com/eic](http://www.abccentralflorida.com/eic) with the photographer’s signature. No changes are allowed to this document.

**Safety Attachments**

Required safety attachments must be received with your entry by April 30, 2020 in order to be included in the score.

**Optional Supplemental Materials**

Additional materials you want the judges to see which may include but is not limited to:

* + Letter of recommendation from the owner and/or design team
  + Endorsements or third-party comments
  + Diagrams or graphics
  + Media coverage
  + Other awards and promotions

**Project Entry Rights and Agreement**

All applicants are required to sign off on the releases. **Required.**

**3rd Step:** **Pay Entry Fees by April 30, 2020**

**Entry Fees**

All project entry fees must be paid prior to judging.

**Project Dollar Amount - $0 to $20 million - $350**

**Project Dollar Amount – Over $20 million - $395**

Check: Make checks payable to Central Florida Chapter ABC

Mail to CFC ABC, 651 Danville Drive, Suite 200, Orlando, FL 32825-6393

Email: [eic@abccentralflorida.org](mailto:eic@abccentralflorida.org)

Online: Visit the website page abccentralflorida.com/eic for online payment link.

**Hard Copy Entry Book (Optional)**

A competition separate from the project entries, is the Excellence in Marketing Award. To be considered for this award, submit a hard copy entry book with the contents below. Determine if you will be entering this competition and select the appropriate item on the entry form.

No additional points are added for submitting an entry book.

**Deadline:**  Hard copy books must be at the ABC Offices by April 30, 2020 to be eligible for the **Excellence in Marketing Award**.

If you submit an entry book, use the following format:

⦁ CFC ABC suggests using a three-ring binder (maximum 2”), but other formats are acceptable

* Limit size to 11 ½”H x 11” W x 2”D

⦁ Use tabs to help separate material (four to five tabs suggested)

* Suggested Tabs: (You may add more tabs to separate the supplemental material if necessary)

 Tab 1: Project information (find template on ABC website)

Tab 2: Contracted Scope

Tab 3: Project Narrative including photographs

Tab 4: List of companies your firm contracted on this project (for Free Enterprise Award)

Tab 5: Supplemental Materials

⦁ List company name and project name of the entry on the spine and cover

⦁ Do not send/attach videos or DVD presentations (judges will not have an opportunity to review)

⦁ Use the correct ABC member logo trademark (ABC member logo – see sample at right). For an ABC member logo, visit the National ABC website at: [abccentralflorida.com/shop-abc/#logos](http://www.abccentralflorida.com/shop-abc/#logos).

All entries become the property of the Central Florida Chapter Associated Builders and Contractors and may be used for publication or any other promotional purposes CFC ABC deems appropriate.

**Judging Process**

**4th Step: Project Judging**

**On-site Visit Presentation/Presentation at ABC Office**

All projects will be judged during a weekday in the month of June usually between the hours of 8 a.m. and 2 p.m. See schedule for judging days. The amount of time scheduled is determined by the size of the contract, usually 30 minutes up to 1 hour.

For on-site presentations, Contractors submitting entries **must** make arrangements with the project site to gain access for the tour, including all areas of work submitted. Designate a representative from your company (lead presenter) to meet the team of judges at the project for a site tour, show highlights of the project, and your company’s contributions.

For projects that are more than 50 miles from the CFC ABC office or if site access cannot be granted, a presentation at the ABC office will be scheduled for judging. A PowerPoint presentation is usually prepared with photos showing all aspects of the contractors’ work, highlighting successes and challenges.

**Judging Schedule**

After all entries are evaluated for location and category type, ABC will create a judging schedule based on the availability of each lead presenter, the project site, and the judges. The schedule is created based on the **Project Judging Information** supplied on the entry form, so be sure to verify with all parties prior to submitting, and then keep ABC up to date if there are changes in the availability or schedule. It is suggested that your lead presenter block the dates until the final date is assigned.

Flexibility increases the opportunity for a successful presentation and score.

ABC will assign a date, start and end time to each project for judging and notify the contractors. Each contractor must confirm the meeting date and time assigned.

**Note: When a project needs to be rescheduled for judging, it can affect up to 10-12 people involved in the judging team’s schedule. So, please verify information and ask people involved to note on their calendars.**

*Reminder: If* ***ANY*** *information changes regarding your project site, please let CFC ABC know ASAP.*

**Project Scoring**

Projects in the same category will be judged using the same criteria. Judging criteria can be viewed on the CFC ABC website.

Results will be announced in August. Nominees for the Project of the Year Award and Subcontractor Project of the Year Award will be announced in September, nominees for the Marketing Award of Excellence will be announced in August. The winners of these special awards will be announced at the EIC Awards banquet in October.

The EIC Awards Committee has set judging criteria. Selection of judges is at the discretion of the Awards Committee. Results of the scoring of individual projects will remain **confidential.** The decisions of the EIC Awards Committee regarding criteria, selection of judges, classification of projects and selection of winning projects are final.

**Awards Banquet**

**5th Step: Attend the Awards Banquet – Celebrate!**

EIC Award participants and guests are invited to attend the CFC ABC Excellence in Construction Awards Banquet to celebrate the 2020 winners. Eagle Award winners will be presented their award on stage during the Awards Banquet being held on October 17, 2020. Eagle Award winners, Award of Merit winners, and Honorable Mention projects will be highlighted in the annual edition of the Excellence in Construction Awards magazine distributed at the awards banquet and to the Central Florida community.

**Excellence in Construction Awards Magazine**

ABC publishes a magazine every year to recognize the outstanding projects built by CFC ABC members. The magazine is distributed at the awards banquet, sent to all CFC ABC members, and mailed with the ENR Southeast magazine to over 6,000 construction industry businesses. All projects entered in the EIC Awards will be included in the magazine, along with company and project team member names. **All** CFC ABC members can highlight their company in the magazine through advertisements. Winning companies can promote their company’s amazing work and accomplishments. Ad sales begin in August. **To sign up early to reserve your ad space, email eic@abccentralflorida.org.**

**National Excellence in Construction Awards**

Eagle and Award of Merit winning projects will be eligible to be entered in the National ABC Excellence in Construction competition. Any project with a safety related fatality is ineligible for National EIC Awards. For more information visit abc.org.

**EIC Judging Criteria**

**GENERAL CONTRACTORS - COMMERCIAL**

*Commercial* ***∙*** *Community/Public Service* ***∙*** *Entertainment /Attractions* ***∙*** *Federal Government/Military* ***∙*** *Historical Renovation* ***∙*** *Healthcare* ***∙*** *Institutional* ***∙*** *Renovation* ***∙*** *Residential/Multifamily*

A. Jobsite & Project Conditions/ Difficulty of Installation 15

B. Project Complexity / Constructability / Coordination 15

C. Building Skin (Includes Windows, Storefront and Roofing) 15

D. Mechanical, Electrical, Plumbing, Fire Protection, Special Systems 15

E. Interior Finishes 15

F. Site / Landscaping 10

G. Overall Quality of Finished Product 15

**GENERAL CONTRACTORS – INTERIOR**

*Interiors/Tenant build-out ∙ Historical Restoration ∙ Renovation*

A. Jobsite & Project Conditions/ Difficulty of Installation 15

B. Exterior Façade(S) - (Includes Windows, Doors, Parapet & Storefront) 5

C. Finishes 15

D. Walls 15

E. Ceilings 15

F. Doors and Millwork 10

G. Plumbing, Heating, Air Conditioning, Electrical and Systems / Alarms 10

H. Overall Quality of Finished Product 15

**GENERAL CONTRACTORS - INDUSTRIAL**

*Industrial* ***∙*** *Pre-engineered Building* ***∙*** *Manufacturing* ***∙*** *Public Works/Environmental*

A. Jobsite & Project Conditions/ Difficulty of Installation 15

B. Site / Landscaping 10

C. Structural Members 30

D. Mechanical, Electrical, Plumbing, Fire Protection, Special Systems 30

E. Overall Quality of Finished Product 15

**GENERAL CONTRACTORS - INFRASTRUCTURE**

*Infrastructure*

A. Jobsite & Project Conditions/ Difficulty of Installation 15

B. Site Work 15

C. Structural Elements 30

D. Utilities 20

E. Overall Quality of Finished Product 20

**SUBCONTRACTOR**

*Site Work ∙ Landscape/Hardscape ∙ Concrete ∙ Structural & Misc. Metals ∙ Glass & Glazing ∙ Wood & Millwork ∙ Thermal and Moisture Protection ∙ Interior ∙ Exterior ∙ Electrical ∙ Plumbing ∙ HVAC ∙ Fire Protection*

A. Jobsite & Project Conditions/ Difficulty of Installation 15

B. Project Complexity / Constructability / Coordination 10

C. Materials 5

D. Overall Quality of Finished Product 70