



2024 ABC South Texas Chapter Excellence in Construction Awards Project Entry Requirements and Forms

Associated Builders and Contractors (ABC)
invites your company to enter its best projects in the
2024 ABC South Texas Chapter
Excellence in Construction Awards Competition.

South Texas Chapter
Entry Deadline: Friday, August 30, 5:00 PM CST

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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 South Texas Chapter Excellence in Construction Awards competition – that recognizes the outstanding merit shop projects of the year. Use this application and the enclosed forms as a guide while creating your online application for your company's best project(s).

To be eligible, projects must have been completed within the timeframe of **June 11, 2023 – August 19, 2024**. Each entry must also adhere to the entry requirements section of this application and submissions and entry fees must be received no later than, **Friday, August 30, 2024 at 5:00 PM CST**.

All award winners will be recognized at an awards ceremony on **Thursday, November 21, 2024** at the Briscoe Western Arts Museum in San Antonio, Texas.

Entry Requirements

Each entry must follow the entry requirements outlined in this award application. Email questions to events@abcsouthtexas.org.

ABC Membership

Only ABC contractor members are eligible to enter. Projects completed through a joint venture are eligible as long as one firm is an ABC member.

Project Safety Requirement

Any company that experiences a safety-related fatality of a direct employee in the United States within the current program year (June 11, 2023 – August 19, 2024) 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. Furthermore, all EIC award winners have a continuing duty to inform ABC of a safety-related fatality that occurred after the end of the current program year until the time of the awards program. Such a fatality will nullify the EIC award. After the judging process and prior to the awards program, ABC will request that an award winner confirm that a safety-related fatality did not occur. Failure to respond to the request will also nullify the EIC award.

A company that experienced a safety-related fatality of a direct employee in the United States within two or three years of the current program year is required to provide additional information regarding action that has been taken following the fatality.

No project that involves prime, multi-prime, or sub-trade contractors with a safety-related fatality is eligible to be considered for an award.

If there is a question regarding this policy and application requirement, the applicant may request clarification from the National EIC Committee by emailing eic@abc.org prior to submission of the project.

ABC National & South Texas Chapter Requirement

Projects must win first or second place at the chapter level to advance onto the national level competition. An exception to this requirement may be granted if the applicants submit a letter from the ABC Chapter President explaining the reason the project qualifies to be entered at the national competition level; for example, the chapter does not have an award category for the applicant's project.

Completion of Project Requirement

- **Completion of Project** – Projects must be completed by Monday, August 19, 2024
- **Online Project Application** – All projects must be submitted via the online application no later than **Friday, August 30, 2024**. **Hard copy applications will not be accepted.**
- **Project entry fee** – Each project submitted must be accompanied by a \$300 payment. The entry fee is non-refundable.
- Absolutely no extension can be made to the indicated deadlines.

Entry Notification

Send email confirmation of completed submission to events@abcsouthtexas.org

More Information

Specific questions may be directed to events@abcsouthtexas.org, ABC South Texas Chapter. Frequently asked questions are listed [here](#). Additionally, tips on applying may be found on the ABC National Website.

Overview of Award Categories

Awards may be presented in a variety of categories. For further descriptions of each category, see the [ABC National's EIC Page](#).

Chapter Eagle Award

Award winners will receive a specially designed eagle sculpture to signify construction's highest honor.

ABC National Eagle Award

Each 1st Place Winner in each Category will be eligible to submit their Winning Project at the National Level to try to win at the National Level.

ABC National Pyramid Award

Up to two construction projects in each category will be eligible for a Pyramid Award.

ABC National/DBIA Award

Special recognition will be given to select Eagle Award winners whose projects that are Design-Build, through ABC partnership with Design-Build Institute of America (DBIA). Once a project is selected as an Eagle Award winner by the judges it is then considered for the Design-Build Special Award.

ABC National Other Special Awards

Special recognition awards may be given at the discretion of the judges

Judging Criteria

Please read each section carefully.

The panel of judges represents a cross section of construction industry experts, including owners, architects, engineers and other industry leaders. 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.

Overall Presentation and Conformance to Entry Requirements (5 points)

Uploaded documents should be pleasing to the eye and legible. Points will be deducted for font that is too small to easily read, as well as grammatical/typographical errors.

Contracted Scope (10 points)

Ensuring legibility when selecting font design and size, provide a description (no more than one full page) of the scope for this project with the following information:

- Type of construction (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.

PDF format is required. Samples of Contracted Scopes may be viewed at abc.org/eic.

*Provide contact information using the [Excel template](#) for any subcontracted work performed on this project, including contractors, suppliers, associates/industry professionals. Be sure to note if the company is an ABC member.

Project Narrative (30 points)

Ensuring legibility when selecting font design and size, provide a written narrative (no more than four pages*) 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. Four pages are highly recommended and photos/images may be incorporated. 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 relating to productivity

PDF format is required.

*Projects entered into the Community/Public Service categories are allowed one additional page (for a total of five pages) dedicated to describing why the project qualifies for the category. This will be uploaded separately following the project narrative and should include a detailed description of the resources your company donated.

Photographs (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, all projects should include “in progress” photos in addition to the completed project. Restoration and Renovation projects should also include “before and after” images.

- Single .jpg files may include up to two photographs, but no more than four files should include split images.
- Provide a descriptive caption for each file in the text box provided, but keep the photograph free of any labels, captions and borders/framing. Each caption should not exceed 50 words.
- Ensure the photographs are free of any safety violations.
- Ten photographs are strongly recommended. Files should be a minimum of 300 DPI resolution and in .jpg format. *No PDFs are allowed.*

Occasionally, entrants have asked that certain photos not be used in programs or on public sites, due to certain sensitivities, such as the exterior layout of an embassy. Indicate if any of the photos submitted meet this condition and specify which ones must remain private.

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 upload a copy of the signed licensing agreement found on at abc.org/eic with the photographer's signature. No changes are allowed to this document.

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 (June 11, 2023 – August 19, 2024) is eligible to submit a project. Additional details follow on the Safety Form.
- Complete the separate Project Safety section on page 9 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.

Merit Shop (3 points)

- Regarding your scope of the project, what opportunities did you provide to ABC members to participate based on merit? Include a list of all ABC members involved in the project.

References (10 points)

Include up to 10 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 their letterhead stating they are 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)

Provide any miscellaneous supporting materials such as diagrams and other graphics, media coverage, awards and promotion, aerial or drone footage, BIM, 3D scans, and/or CAD drawings. You may upload up to five single pages. The five pages may be in one file, or up to five separate files. Video files should not exceed two minutes.

AQC Contractor (optional) (2 points)

If your company is designated as an ABC 2023 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 or to download an application, visit abc.org/aqc

STEP Participants (optional) (2 points)

If your company is a Safety Training and Evaluation Process (STEP) participant, include a copy of the company certificate from this year as well as the year(s) the project was performed. STEP participation is not required to submit a project for an Excellence in Construction award. If you do not have a copy of your certificate, contact your chapter, or email safety@abc.org.

The certificate must indicate the chapter through which you are submitting your project because STEP participation is chapter specific.

For more information about STEP or to download an application, visit abc.org/step

ABC National/DBIA Award (*optional bonus award; must be an Eagle winner to be eligible*)

Special recognition will be given to select Eagle Award winners for projects that are design-build, through an ABC partnership with Design-Build Institute of America (DBIA). To be considered for this award, include the information outlined below.

- Provide a written narrative of no more than one page, ensuring legibility when selecting font design and size.
 - Describe what design-build best practices were applied to the project.
 - Describe how the information was shared across the project team.
- Include a copy of the organizational chart, showing the design-build team's structure and contractual relationships.

PDF format is required.

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, please call the ABC South Texas Chapter office at (210) 342-1994 or email events@abcsouthtexas.org.

Contractor Information

Name of contractor: _____

Company principal and title: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Business Ownership (circle)

Women-owned

Minority-owned

Both

Neither

Primary Contact Information

Contact name: _____

Title: _____

Phone: _____ Fax: _____

Email: _____

Project Information

Name of project: _____

Project location (city/state): _____

Contract amount: _____

Entry category (see list): _____

Name of primary architect/engineer (firm name): _____

Name of client/owner (firm name): _____

Starting date of construction: _____

Completion date of construction: _____

ABC Chapter Information

Name of Chapter this project is being submitted through: ABC – South Texas Chapter

Does this chapter have an awards program? ☒ Yes ☐ No

Has this project won an ABC chapter award? ☐ Yes ☐ No

If yes, indicate the award category: _____

Other Project Information

Was this a Design-Build project in your contract with the owner or general contractor? ☐ Yes ☐ No

Was this a Leadership in Energy and Environmental Design (LEED) certified project through the U. S. Green Building Council? ☐ Yes ☐ No

If yes, indicate the level: _____

Project Award Category Form

Check only ONE category indicating the dollar amount of the contract for the project.

Provide one paragraph (up to 25 words) describing what makes this project special. This description will be incorporated in the EIC program description if the project wins an Eagle Award.

General Contracting / Construction Management

For a project with the company performing as a general contractor or a construction manager.

Mega-Projects

☐ More than \$100 million

Commercial

☐ Less than \$2 million
☐ \$2 to \$5 million
☐ \$5 to \$10 million
☐ \$10 to \$25 million
☐ \$25 to \$100 million

Community/Public Service

☐ All contract amounts

Federal Government/Military

☐ Less than \$10 million
☐ \$10 to \$100 million

Healthcare

☐ Less than \$10 million
☐ \$10 to \$25 million
☐ \$25 to \$100 million

Historical Restoration

☐ Less than \$2 million
☐ \$2 to \$10 million
☐ \$10 to \$100 million

Industrial

☐ Less than \$5 million
☐ \$5 to \$15 million
☐ \$15 to \$25 million
☐ \$25 to \$100 million

Infrastructure: Heavy

☐ All contract amounts

Institutional

☐ Less than \$5 million
☐ \$5 to \$10 million
☐ \$10 to \$25 million
☐ \$25 to \$100 million

Pre-Engineered Building

☐ All Contract Amounts

Public Works / Environmental

☐ All contract amounts

Renovation

☐ Less than \$4 million
☐ \$4 to \$10 million
☐ \$10 to \$100 million

Residential

☐ Single-family projects
☐ Multi-family and condominium projects

Special Projects

☐ Less than \$2 million
☐ \$2 to \$100 million

Specialty Contracting

For a project with the company performing as a specialty contractor.

Community/Public Service

☐ All contract amounts

Electrical

☐ More than \$10 million

Electrical: Commercial

☐ Less than \$2 million
☐ \$2 to \$10 million

Electrical: Industrial

☐ Less than \$2 million
☐ \$2 to \$10 million

Mechanical

☐ More than \$10 million

Mechanical: Commercial

☐ Less than \$2 million
☐ \$2 to 10 million

Mechanical: Industrial

☐ Less than \$2 million
☐ \$2 to 10 million

Exterior

☐ Masonry, precast or stone
☐ All other exterior finishes

Interior

☐ Acoustical, drywall, millwork or plaster
☐ All other interior finishes

Sitework / Landscape / Hardscape

☐ All contract amounts

Other Specialty Construction

☐ Less than \$10 million
☐ More than \$10 million

Project Safety Form

No project with a safety-related fatality, regardless of contractor or trade, is eligible to receive consideration for an Excellence in Construction Award.

Did this project have a safety-related fatality? ☐ Yes ☐ No

If yes, do not submit your entry for this competition.

If your company is a Safety Training Evaluation Process (STEP) award recipient, include a copy of your bronze, silver, gold, or platinum-level certificate. For more information about STEP and to receive a STEP application, send an email to safety@abc.org.

Does your company have a written Safety and Health Policy Manual? ☐ Yes ☐ No

If yes, provide up to a one-page summary or include one page of its Table of Contents.

Did you develop a site-specific Safety and Health Policy Manual? ☐ Yes ☐ No

If yes, provide up to a one-page summary or include one page of its Table of Contents.

Were toolbox safety meetings held with employees? ☐ Yes ☐ No

Were these meetings documented? ☐ Yes ☐ No

Frequency of meetings: _____

Include a one-page summary or a one-page example.

Was specialized training conducted on this project? ☐ Yes ☐ No

If yes, indicate types: _____

Indicate total man-hours for all disciplines included in your contract on this project: _____

(General contractors and construction managers must also include all specialty contractors' hours on this project.)

Indicate number of OSHA-recordable accidents on this project: _____

(Include accident counts for all specialty contractors under your contract.)

Indicate number of OSHA restricted day cases on this project: _____

Indicate number of OSHA lost-time accidents on this project: _____

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

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

Name: _____ Title: _____

Phone: _____ Email: _____

Signature: _____

Does your company have a substance abuse policy? ☐ Yes ☐ No

Were there any innovative safety and health programs used specific to this project? ☐ Yes ☐ No

Explain on a separate sheet of paper: _____

Project Entry Qualifications, Rights and Agreement

Property

All entries become the property of Associated Builders and Contractors (ABC).

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 by the change to the new category.

Photographs

Photographs submitted with the application become the property of ABC. Applicant must obtain the rights from the photographer to reprint the photographs without limitations. Ownership of a physical photo is not sufficient. Photographers normally maintain the copyright of photos; therefore, the applicant should confirm it has permission to copy and send photos to ABC for use without limitations. Any liability for copyright violation shall be borne solely by the applicant.

License to Use: The undersigned photographer hereby grants Associated Builders and Contractors ("ABC") a non-exclusive license regarding my photographs submitted by applicant in support of its entry in the ABC National Excellence in Construction Awards competition ("Competition"). This license grants ABC 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 or applicant or agent or other representative of ABC or applicant. ABC will provide photo credit whenever possible.

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

Photographer's Name (print): _____ Phone/Email: _____

Grant of Rights

The applicant hereby grants to ABC the following non-exclusive rights: the right to reproduce, distribute and sell copies of the work throughout the year as part of the course 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 with a safety-related fatality is eligible to receive consideration 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 and News Releases

ABC South Texas Chapter Excellence in Construction Award winners will be notified within a week of the judging process. News releases will be held until after the actual awards ceremony takes place on Friday, November 10, 2023 at the Hyatt Regency Resort in San Antonio, Texas.

Applicant Agreement

I have remitted payment of \$300.00 to ABC South Texas Chapter in accordance with the entry fee requirements.

I hereby give permission to Associated Builders and Contractors (ABC) to use the photographs and any information submitted to the ABC National and the South Texas Chapter Excellence in Construction Awards competitions in ABC awards materials, including presentations and printed matter, as well as promotional materials and news releases.

Print name:

Title:

Signature:

Date:

E-mail address:

Phone:

Fax: