

ACEC
Wisconsin

www.acecwi.org

ENGINEERING EXCELLENCE 2018 AWARDS

Extended Submission Deadline: **November 10, 2017**



2018 Engineering Excellence Awards

Recognizing Exceptional Ideas and Innovations in Engineering

ABOUT THE AWARDS

The American Council of Engineering Companies of Wisconsin's annual Engineering Excellence Awards (EEA) competition provides the opportunity to highlight and celebrate achievements in engineering. The awards program showcases the best in engineering achievements to a statewide audience of clients, industry leaders, legislators and other decision makers.

The Engineering Excellence Awards program:

- Recognizes engineering achievements demonstrating a high degree of client satisfaction through quality, cost-effective solutions.
- Increases public knowledge and enhances the image of consulting engineers.
- Highlights the value and importance of professional engineers to our state's elected officials.
- Provides invaluable public relations and marketing opportunities.

PUBLICITY

Entry into this competition assists your marketing efforts and augments your firm's business development program. Past recipients have reported the recognition received highlighted the value of the project to clients and the community.

Each submission is featured in the ACEC WI Engineering Excellence Awards magazine published by The Daily Reporter and distributed statewide to its subscribers, approximately 6,000 in circulation. This full-color magazine has also been used extensively in meetings with legislators.

Award recipients are recognized at the ACEC WI Annual Awards Banquet, through news releases sent to the media throughout the state, in ACEC WI's monthly e-newsletter, social media and in the Engineering Excellence Awards section of the ACEC WI website.

ELIGIBILITY & GENERAL CRITERIA

Entries into the Engineering Excellence Awards must meet the following general criteria:

- Any firm maintaining an office in Wisconsin and engaged in the private practice of consulting engineering is eligible to enter the competition, whether or not the firm is an ACEC WI member.
- ***For a project to be eligible, the firm's Wisconsin office must have had a leadership role in the project.***
- Projects entered in the competition may have been executed anywhere in the world.
- Construction of a distinct phase or a completed project (Categories B through L, with the exception of D) must have been substantially completed and ready for use between November 1, 2015, and October 31, 2017. Research and studies (Category A) or survey and mapping projects (Category D) must have been publicly disclosed by the client between November 1, 2015, and October 31, 2017. A complete listing of the award categories is available on pages 3-7.
- Engineering achievements that have won awards in other state or national award programs may be entered.

ENTRY NOTES

- Competition entries must be submitted in accordance with rules in this booklet. ACEC WI reserves the right to interpret the rules and determine eligibility of entries.
- ACEC WI will not be responsible for any damages to or loss of entry material.
- ACEC WI and the Judging Committee reserve the right to determine the eligibility and category classification for all entries.
- All entries are eligible for referral to the ACEC national competition. ACEC WI competition judges will recommend projects best suited for entry into the national competition.

JUDGING

Entries will be judged on the basis of work performed by the entering firm(s) and according to the rating guidelines. Entries are reviewed by a panel of highly qualified judges from outside the association membership. Each entry will be judged on its own merits based on the judging rating guidelines listed.

The judges will select the award winners. Awards will be presented at the judges' discretion, in keeping with ACEC WI guidelines and rules.

Advancing to National Competition

ACEC WI competition judges will recommend projects best suited for entry into the national competition. In accordance with ACEC guidelines, submissions to the national competition must be made through ACEC WI.

RATING GUIDELINES & DEFINITIONS

Judges use the following guidelines to score submissions. Each entry is judged on its own merit.

1. **Original or innovative application of new or existing techniques..... 20%**
 - Does the entry demonstrate use of a new science or a breakthrough in the general knowledge of engineering?
 - Does the entry represent a unique application of a new or existing technology, techniques, materials or equipment?
2. **Future value to the engineering profession and perception by the public..... 20%**
 - Will the entry redefine current engineering thinking?
 - Does the entry advance a positive public image of engineering excellence?

3. **Social, economic and sustainable design 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%**
 - Does the entrant successfully address very complex criteria or unique problems?
 - Were extraordinary problems of site, location, hazardous conditions, project requirements or similar elements present?
 - Does the entry require use of out of the ordinary technology or ingenuity for achievement of the project's goals?
 5. **Exceeding client/owner needs..... 20%**
 - Did the engineer or entrant successfully engage the client/owner in the overall project development process?
 - Is it an economical and cost-effective solution?
 - How did the final cost relate 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?
 - Did the entrant play a significant role in the submitted portion of the project budget? (Based on project description and project budget information.)
- Total 100%**

ENTRY CATEGORIES

In order to mirror the national ACEC Engineering Excellence Awards competition, ACEC WI submissions are entered into one of 12 categories.

The entering firm must select the category that is most appropriate. A project may be entered only once in any category. Judges reserve the right to determine the category classification for all entries.

It is common for a project to be eligible for more than one category. It is up to the entrant to determine which category the entry best fits. If you have questions, contact ACEC WI at 608-257-9223.

SPECIAL CATEGORY/AWARD

Significant Contribution by a Small Firm

A special category was developed by ACEC WI to recognize projects with a scope, schedule and/or budget that were positively impacted by contributions from a small firm. See the Significant Contribution by a Small Firm entry material for details, eligibility requirements and entry form. This entry category is not included in the National competition.

AWARDS

There are three award designations that your project may win: State Finalist, Best of State or Grand Award. Each project will be evaluated on its own merit by a distinguished panel of judges.

All projects nominated for an award will be recognized in the Engineering Excellence Awards special edition magazine, highlighted in the ACEC WI monthly e-newsletter, featured on the ACEC WI Engineering Excellence Awards webpage and recognized on stage at the ACEC WI Awards Banquet.

Awards plaques will be presented to the entering firm and the client/owner during the March 23, 2018 Awards Banquet.

Award Designations

State Finalist

All projects worthy of nomination are seen as achievements in engineering and will be honored with this award.

Best of State

This award will be given to the group of projects receiving the highest scores. These projects are eligible to submit to the national competition.

Grand Award

Awarded to the project that best represents the spirit and criteria of the competition by the judging panel. The Grand Award winner will be selected from the Best of State winners.

DATES TO REMEMBER

Submitted materials must be received at ACEC WI by November 10, 2017; 4:00 p.m. Materials received after that date will not be accepted.

All materials submitted become the property of ACEC WI and may be used in ACEC WI publications. Submitted materials will not be returned.

ACEC WI Submission Deadline

November 10, 2017, 4:00 p.m.

Entrants Notified of Awards

No later than December 11, 2017

ACEC National Entry Deadline

January 5, 2018

ACEC National Judging

February 16-18, 2018, Washington, D.C.

ACEC WI Awards Banquet

March 23, 2018, The American Club, Kohler, WI

ACEC Gala & Awards Presentation

April 17, 2018, Washington, D.C.

ENTRY CATEGORIES

CATEGORY A: Studies, Research & Consulting Engineering Services

Non-design services, projects not involving the preparation of construction documents, such as:

- 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

SUBMITTING AN ENTRY

This section describes all required submission materials for entering the 2018 Engineering Excellence Awards competition. All materials must be submitted exactly as described in this document.

Notes on Submitting and Entry

- If the submission does not meet the requirements listed, it may be disqualified.
- If any part of the entry does not meet requirements listed, that portion of the entry may not be presented for judging.
- Extraneous material will be discarded prior to judging.
- QR codes are not permitted in any portion of the award submission.
- No reference to other awards should be included in submitted materials.
- An entry may be submitted through only one ACEC state member organization.
- Two complete copies of each award entry must be submitted in three-ring binders to ACEC WI. Please see the binder checklist on page 8.
- Digital files must be PC compatible and appropriate for the information being submitted. Please see the digital file checklist on page 9.
- Submissions, including photos, CD/flash drive and panels (optional), become the property of the American Council of Engineering Companies of Wisconsin and may be used in ACEC WI publications.
- Entry materials will not be returned.
- Non-compliance with the rules may lead to disqualification.
- Entries must be received by November 10, 2017; 4:00 p.m.

Tips for Preparing a Winning Entry

- Use the Entry Checklist on pages 8-9 of this document to properly format your entry.
- Download the Easy Entry Workbook at www.acecwi.org for step-by-step instructions.
- Review previous winning entries to see firsthand what works. Contact ACEC WI to set up an appointment.
- Contact ACEC WI with questions.

SUBMISSION REQUIREMENTS

ENTRY BINDERS

Two entry binders are required. Entries shall contain the following, in order:

Binder Cover

The entry binder cover must clearly identify the entry with, at minimum, the project title and entering firm name(s). Leave a space 2"(h) x 3"(w) in the upper right hand corner free of text for coding purposes. A background image may be carried through this space.

1 Official Entry Form

The signed, official entry form with an entry category selected. Firm, project and client/owner name should be listed as each is to appear in media and awards. The official entry form is available as a writable PDF document at www.acecwi.org.

2 Executive Summary

The executive summary is a one-page description of the entry, the challenge and engineering solution. Clearly state your case in this document; this is the first item judges will read.

Please see the entry checklist for executive summary format requirements.

ENTRY CATEGORIES

CATEGORY D: Survey & 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
- Stormwater management
- Erosion control

3 Project Description

Tell the story of the project. The project description should provide clear communication to the judges as to why this project is unique while addressing items a, b, c and d as listed below.

The project description must address all of the following in clearly marked sections:

- a. Role of the entering firm(s) in the project.
- b. Role of other consultants participating in the project and the percentage of total work done by each of the other consultants.
- c. Brief description of the entrant's contribution to the project, addressing each of the following in a separate, clearly defined section. The following points are judging criteria and should be clearly labeled and addressed for ease in judging (see page 3 for details):
 - Uniqueness and/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.

Include total project budgeted cost, total project actual cost, entrant's portion of budgeted cost, entrant's portion of the actual cost, scheduled and actual date of completion information (as indicated on the official entry form).

- d. Project description summary - describe in layman's terms why this project is worthy of special recognition (word count between 100 – 500 words). Explain all factors that comprise the project's uniqueness, such as innovative engineering, challenges faced and social impact. Note: This description will be used in project publicity.

The project description may include text, photos and graphics, but is limited to five pages.

Please see the checklist for format requirements.

4 Key Participants

Provide a list of key participants on the project. Key participants include contractors, subcontractors, other engineers, architects and other designers involved in the project. The list should include firm name, key contact name, address and phone number.

Please see the checklist for print and format requirements.

5 Letter from Client/Owner

A typed, one-page letter from the client/owner, addressed to ACEC WI. The letter should describe the relationship with the entrant in development of the project and how it exceeded needs. The letter must be signed. Letters should be provided from both the client and owner, if applicable. WisDOT projects use a generic letter for this portion - contact ACEC WI to receive the template for the client/owner to sign.

ENTRY CATEGORIES

CATEGORY G: Water Resources

- Hydraulics, hydrology
- Surface and groundwater supply development
- Treatment
- Transmission, distribution and 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.

6 Media Release

A typed, two-page media release clearly and concisely describing, in lay terms, the project and the entrant's participation in the project. Reflect on the factors listed in the project description (item 3c as outlined on page 6). In addition, include why the project is important and newsworthy. Describe the value of the project to the community, identify the number of people served, cost savings, etc. No reference to other awards should be included in the submitted material.

Please see the checklist for format requirements.

7 Images & Captions

High resolution, professional-quality photographs or illustrations should be provided. Photos should tell the story of the project to the judges.

- Prints sized to 8.5"x11" or 8"x10".
- Six different images must be submitted
 - Three photographs must be of the completed project and provide a high level of visual impact
 - Three photographs should display the planning, start-up, and/or construction of the project
- For entries submitted under Category A, photographic representations of the study must be submitted
- Each image has a caption limited to 50 words
- Photo captions should appear on a page adjacent to the image and in the same orientation as the photo

Please see the checklist for print and electronic requirements.

8 Written Permission

Each entrant shall submit written permission to use any copyrighted materials, including photographs. The Easy Entry Workbook includes a sample release form.

9 Supplementary Report (Category A Only)

Include a supplementary report containing the findings portrayed with text, graphs, or photos, as needed.

Note: This report is for Category A entries only.

10 Digital Files

Include the required items on a labeled, PC compatible CD or USB flash drive. Only one CD or flash drive is required per entry.

See the digital file checklist for proper file types.

11 ENTRY FEE

The entry fee check must accompany the entry and be made payable to ACEC WI.

- ACEC WI members \$675
- Non-members \$1,620

OPTIONAL:

PHOTOGRAPHIC PANEL DISPLAY

The panel will be displayed at the ACEC WI Awards Banquet. Omitting the display panel will not impact judging. Note: a photographic display panel is required for entries moving on to the national competition.

Please see the Photographic Panel Display Checklist on page 9 for design and format instructions.

ENTRY CATEGORIES

CATEGORY K: Energy

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

CATEGORY L: Industrial and Manufacturing Processes and Facilities

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

2018 Entry Binder Checklist

The Engineering Excellence Awards submission must include two (2) identical entry binders following the guidelines below.

Please include items in the order listed below.

Binder Cover

Cover identifies entry with project title and entering firm(s) name(s)
2" (h) x 3" (w) space in the upper right corner free of text; a background image may be carried through this area

1. Official Entry Form

Project completion date falls in the range of November 1, 2015 and October 31, 2017
Form signed by a principal and the client/owner
All information is entered correctly

2. Executive Summary

Project title and entry category is at the top of the page
Document limited to one 8.5x11" page with 1" margins
12 pt minimum font size; single-spaced text

3. Project Description

Project title and entry category is at the top of the page
Section limited to five 8.5x11" pages with 1" margins
12 pt minimum font size; single spaced text
Section may include text, photos, graphics or charts

4. Key Participants

A list of key participants is included (contractors, subcontractors, other engineers, architects and designers) significantly involved in the project
Each participant includes: firm name, contact name, address, phone number, website and email address

5. Letter from Client/Owner

A signed, one-page letter addressed to ACEC WI from the client and/or owner is included

6. Media Release

Media release is limited to two 8.5x11" pages with 1" margins
12 pt minimum font size; double spaced text

7. Images & Captions

Six images 8x10" images
Three images of the finished project
Three images of the project in progress
Each image has a caption; captions are limited to 50 words
Caption is placed adjacent to the image in a manner that is easy for the judges to view the image and read the caption

8. Photography Release Form

Photography release form grants ACEC WI permission to use copyrighted images.

9. Supplemental Report (Category A Only)

If entering a project in Category A, a report is suggested. (Note: a report is a requirement for the National competition)
If not entering in Category A, discard extraneous materials

10. Digital Files

One PC compatible CD or USB flash drive included. Consult Checklist on page 9

11. Entry Fee

Check payable to ACEC WI is included
ACEC WI Member \$675
Non-Member \$1,620

2018 Digital Files & Panel Display

DIGITAL FILES CHECK LIST

- Submitting one PC compatible CD or USB flash drive is required.
- All files must be saved as unsecured documents.
- Test CD or flash drive to ensure files open on another computer
- Label CD or USB flash drive

Submit the following electronic files:

Executive Summary

PDF or Word document

Project Description

PDF or Word document

Key Participants

Saved as a Word, PDF or Excel file.

Media Release

PDF or Word document

Images

High resolution, 300 dpi

Saved as a JPG, PNG or GIF file

Image Captions

PDF or Word document

PHOTOGRAPHIC DISPLAY PANEL

Creating a photographic display panel is optional for the Wisconsin awards program. Omitting the display panel will not impact judging. The panel is on display during the Awards Banquet reception.

ACEC WI Panel Requirements

Design a 30" x 30" panel that portrays key project elements through the use of photos, graphics and minimal text

Panel must include the project title, client and/or owner name and entering firm's name

ACEC WI members should include the ACEC WI logo. The logo may be downloaded at acecwi.org or contact acecwi@acecwi.org with a specified logo format

Print and mount the design on foam core.

Do not frame

National Competition Panel Submission

A photographic display panel is required if your project moves to the national competition. The national competition has specific requirements for panel graphics, text, formatting and lamination. You may wish to follow these guidelines should your project be eligible for the national competition. The national competition call for entries is available at www.acec.org.

2018 Engineering Excellence Awards Official Entry Form

Furnish all information requested below for each entry. Signatures by the submitting firm(s) and the client(s)/owners(s) are required. Firm(s), project name and client/owner name(s) should be typed as they are to appear on the award. This entry form may be completed electronically; electronic signatures are acceptable. Visit www.acecwi.org to download the writable form. The entry fee must be paid via check and included with the entry.

The submission deadline is November 10, 2017, 4:00 p.m.

ABOUT THE PROJECT

Entry Name (limit 45 characters)

Entry Category

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

Note: Download the Significant Contribution on a Project by a Small Firm Entry Form to enter a project into this category.

Qualifications-Based Selection (QBS)

To assist in raising the awareness of the importance of the QBS process, please check the box below if a QBS process was used to procure AE services for this project.

This data will not impact judging.

QBS selection process was used to procure A/E services

Project Location

City: _____ State: _____

Legislative District Information

For projects located in Wisconsin, furnish the requested state district information for the project location. Omit this section if the project location is located out of state.

Visit <http://maps.legis.wisconsin.gov/> to find district information.

Wisconsin Assembly District: _____

Wisconsin Senate District: _____

Completion/Use Dates

Scheduled completion _____

Actual completion _____

Category A Costs

(Category A projects only)

Budgeted _____

Actual _____

Construction Costs

(all entries complete this section, excluding Category A)

If your firm was responsible for the entire project, then the entrant's portion of the total project construction budget should be equal to the total project construction budget. If your firm was not responsible for the entire project, then the entrant's portion of the total project construction budget should be the amount of the project construction budget your firm was responsible.

Total project budget

\$ _____

Total project actual

\$ _____

Entrant's design portion of total project budget

\$ _____

Entrant's design portion of total project actual

\$ _____

2018 Engineering Excellence Awards Official Entry Form

ABOUT THE FIRM(S) SUBMITTING THE PROJECT

Entering Firm Name(s)*

* If a joint venture between two or more engineering firms, type or print entering firm information how it should appear on the award plaque and project publicity.

Principal Approval

I have read this 2018 Engineering Excellence Awards competition entry and believe it to be accurate.

Name _____

Title _____

Signature _____

Primary Contact for Entry

Name _____

Title _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

Marketing Contact for Entry (optional)

Name _____

Title _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

ABOUT THE CLIENT/OWNER(S) OF THE PROJECT

Client

Firm Name _____

Address _____

City _____ State _____ Zip _____

Owner (if different from client)

Firm Name _____

Address _____

City _____ State _____ Zip _____

I currently believe the work of the consulting engineer meets the intended uses and expectations for the project and hereby grant permission to enter this project into the ACEC WI 2018 Engineering Excellence Awards competition and authorize publication of its outstanding features, unique aspects or innovations. I agree the project was substantially completed and ready for use between November 1, 2015 and October 31, 2017.

Client Representative

Name _____

Title _____

Signature _____

Owner Representative (if different from client)

Name _____

Title _____

Signature _____

**Submission Due to ACEC WI
November 10, 2017 by 4:00 p.m.**

Deliver/ship to:

ACEC WI
316 West Washington Street, Suite 950
Madison, WI 53703

Questions:

Contact ACEC WI at 608-257-9223 or
acecwi@acecwi.org.