



## **2020 CMAA South Atlantic Chapter PROJECT ACHIEVEMENT AWARD ENTRY REQUIREMENTS**

### **General Information**

The annual South Atlantic Chapter Construction Management Project Achievement Awards program recognizes outstanding achievement in the practice of construction management. The awards program is designed to recognize and promote professionalism and excellence in the management of the construction process. Awards will be given to CM practitioners for projects and programs that reflect this mission. To be eligible, projects, programs, or program phases must be completed during the period starting March 21, 2019 and ending March 20, 2020. This competition is open to all Construction Management Association of America (CMAA) members and non-members. Multiple entries from one firm are accepted.

The competition is open to all projects managed from or constructed within the geographic boundaries of the South Atlantic Chapter (Alabama, Georgia, South Carolina, and Tennessee). International projects must be managed from the South Atlantic geographic region.

All entries must be **received by 12:00 pm on Friday, March 20, 2020**. Entries may be submitted electronically. Hard copy submissions are not acceptable. Please send all files, including images (not just embedded in PDF or PPT files) to [info@cmaasac.org](mailto:info@cmaasac.org) via DROPBOX, HIGHTAIL or similar service.

For each project submission, submit entry fee online or check payable to **CMAA South Atlantic Chapter** at CMAA SAC | P.O. Box 7828 | Atlanta, GA 30357

Questions should be directed to Alex Chung at [alex.chung@jacobs.com](mailto:alex.chung@jacobs.com) / 404-387-3053 no later than 5:00 PM, March 19, 2020.

The Project Achievement Awards Judges Committee is composed of owners and professionals in the construction management industry. The firms that employ the judges are prohibited from submitting an awards application. In judging the entries, the Committee will consider outcomes, overall management, safety, quality management, cost management, schedule management, complexity, sustainability, innovation and creativity, and customer satisfaction as the basis for the award. This is a competitive process. Be sure to present your entry in the most complete and thorough manner possible. The judging process will take place in April 2020. Winners will be notified by early May 2020.

The 2020 CMAA South Atlantic Chapter Project Achievement Awards will be presented at the Annual Awards Banquet on **Tuesday, June 9, 2020**.



## Entry Requirements

Please submit your pdf file on USB drive or electronically to [info@cmaasac.org](mailto:info@cmaasac.org) (via DROPBOX, HIGHTAIL or similar service) by 12:00 PM, on Friday, March 20, 2020. Multiple entries from one firm are accepted. Entries may be submitted in more than one category and may be awarded in more than one category. **If a nomination is submitted in more than one category, a separate entry fee must be made for each category.**

The entry fee is **\$300 for members and \$500 for non-members**, which must be [paid](#) before entries can be judged. All entries become the property of CMAA SAC. The information and images submitted may be used for promotional purposes by CMAA.

## Payment Link

Each online entry will consist of two parts:

- 1.) The entry form along with the project description package must be submitted as a PDF document.

The PDF must follow these guidelines:

- All text and supporting materials must be included in a single PDF.
- Supporting materials available as hard copies, such as newspaper clips, should be scanned and incorporated into the PDF.
- Page size should be 8-1/2 x 11 inches, portrait orientation.
- Minimum 10-point font size and one-inch margins
- Single or double spaced text
- Follow tab organization as described below.

- 2.) Digital images shall be submitted in JPEG or TIF format.

Make your narratives clear and concise, showing merits of your entry with respect to the criteria. Complete all questions. Each criterion will be evaluated and missing information will have an adverse effect on your score. Indicate N/A if a question is not applicable. The weight in scoring for each tabbed section is included in the requirements along with the maximum number of narrative pages allotted for each tabbed section. Be aware that if the text in a section is longer than the specified page limit, only the number of pages within the limit will be judged.

You are encouraged to supplement the entry with printed images and other supporting material such as press reports, awards information and recognition, and letters from clients. All supplemental materials must be contained within the PDF. These supplemental materials, however, do not count against the maximum page limits for each tabbed section. For photographs, please include full credit information.



## **Entry Form**

Each nomination must include the completed entry form as the first page of the nomination package (see separate attachment). Be sure to provide an original signature in the Affirmation portion of the entry form. **In the same section, provide all firms to be recognized for each nomination. This information will be used for the awards.**

## **Project/Program Description**

### **Tab 1: Team Information (1-page text maximum)**

Provide name, address, phone, & email for each individual listed below, as applicable.

- Owner/Client
- Construction Management Firm(s), Partners, Joint Venture
- Architect/Engineer
- Builder
- Design-Builder
- Other Key Stakeholders

### **Tab 2: Description (1-page text maximum; 15% scoring weight)**

#### **Delivery Method:**

- CM-at-Risk, Design-Build, Design-Bid-Build, Agency CM, CM multiple primes, other.

#### **Market:**

- Health Care, Research, K-12, Higher Education, Justice, Commercial, Residential, Hospitality, Industrial, Federal, Civilian, DOD, City/County/State Government, Highway/ Bridge, Transit, Public Works, Airport, Marine Port, Public Works, other.

#### **Final Construction Value: (in dollars)**

- Was the project/program completed within budget? If not, please explain.

#### **Schedule:**

- Was the project/program completed within schedule? If not, please explain.

#### **General Description:**

- Scope of project/program;
- Identify unique characteristics of project, such as construction materials, building systems, or unusual construction means and methods.

**Tab 3: Overall Management (5-page text maximum; 60% scoring weight)**

**Overall Management Efforts:**

- Team roles and responsibilities;
- CM team members and responsibility;
- Lines of communications;
- Approach to conflict resolution;
- Partnering

**Quality Management:**

- Approach to quality control/quality assurance during all phases contracted for, i.e. pre-design, design, etc.

**Cost Management:**

- Approach to cost controls during all phases contracted for, i.e. pre-design, design, etc.
- Provide change order data and discussion.

**Schedule Management:**

- Approach to schedule control during all phases contracted for, i.e. pre-design, design, etc.

**Complexity:**

- Describe unique characteristics of the project/program, including challenges, restraints, solutions to problems, and achievements.

**Innovation and Creativity:**

- Describe innovation and creativity, if any, employed by the CM on this project/program including the use of new technology, unique means and methods, unique ways of resolving problems or conflicts, electronic/Web-based management systems, etc.

**Customer Service / Customer Satisfaction:**

- Identify any special or unique owner/client needs addressed by the CM firm for this project/program. Briefly summarize in what specific ways the nominated project/program is an example of the successful application of CM services, principles, and standards of practice in meeting the needs of the owner/client.
- (Supporting materials) Provide any letters received by the client, A/E, users, and other key stakeholders



**Awards:**

- Indicate and describe any awards project/program has received from other industry or professional organizations.

**Tab 4: Outcomes (3-page text maximum; 25% scoring weight)**

**Schedule:**

- Construction duration – original and final: (calendar days)
- Construction start (date)
- Construction completion: (planned date, actual date, +/- calendar days)
- Discussion of schedule success including changes in the original schedule: (reasons for delays or acceleration)

**Cost:**

- Engineer's estimate (\$):
- Initial construction contract amount (\$):
- Final construction contract amount (\$):
- Change orders (%):
- Percent of growth (+/- %):
- Describe any growth addressing % owner's changes, % differing site conditions, and % errors and omissions.

**Claim Results:**

- Identify claims, if any, and mitigation efforts and results

**Safety Results:**

- Identify safety responsibilities of applicant on the project
- Identify number of accidents if any and mitigation efforts

**Sustainability:**

- If you are seeking Project Achievement Award recognition for sustainability or "green" construction, please provide a supporting statement of 200 words or less



## 2020 PROJECT ACHIEVEMENT AWARD ENTRY FORM

Complete and submit this form as the first two pages of the entry nomination package.

### General Information on Entry

**Name of Project/Program/Program Phase:**

**Location:**

**Date Started:**

**Date Completed:**

### Award Categories & Sizes (Mark the appropriate box for this entry.)

- Transportation** (includes highways, transit, airports, ports, etc.) with constructed value
  - Constructed value less than \$10 M       Constructed value less than \$50 M
  - Constructed value less than \$100 M       Constructed value greater than \$100 M
  - Program Management
  
- Public Works** (includes water, wastewater, flood control, parks, etc.) with:
  - Constructed value less than \$10 M       Constructed value less than \$50 M
  - Constructed value less than \$100 M       Constructed value greater than \$100 M
  - Program Management
  
- Buildings** (includes education, healthcare, research, commercial, residential, hospitality, etc.):
  - Public**       **Private**
    - New Construction with
      - Constructed value less than \$10 M       Constructed value less than \$30 M
      - Constructed value less than \$50 M       Constructed value less than \$100 M
      - Constructed value greater than \$100 M
    - Program Management       Sustainability       Economic Development
  - Renovation/Modernization/Retrofit with constructed value
    - Constructed value less than \$20 M       Constructed value greater than \$20 M
    - Program Management       Sustainability
  
- International Project/Program of the Year



**Payment Information**

- \$300 – member firms
- \$500 – non-member firms
- [Online payment](#)
- Check Mailed

*payable to:* CMAA, South Atlantic Chapter  
 PO Box 7828, Atlanta, GA 30357

**Affirmation**

Nomination Submitted By:

Title:

Name of Firm(s):

Mailing Address:

Email:

Phone:

Fax:

Correspondence Contact (if different from signer):

Phone:

Email:

In submitting this nomination, I affirm that to the best of my knowledge, the information provided in this nomination is accurate and correct. I further agree that the information and images provided by my firm may be used by CMAA as it determines for promotional purposes.

**Authorized Signature:** \_\_\_\_\_ **Date:**  
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