

ABC MA EICA APPLICATION

SECTION OVERVIEWS

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.

- ❖ Contractor name, principal, title, email, mailing address and phone
- ❖ Business ownership: women-owned / minority-owned / both / neither
- ❖ Primary award contact name, title, phone and email
- ❖ Is this project in the United States? Provide the project address.
- ❖ Contract value (original and final) (indicate if this is confidential)
- ❖ Starting date of construction (original and actual)
- ❖ Substantial completion date of construction (GC) and demobilization date (subs) (original and actual)
- ❖ Start of preconstruction services (contract-specific): Prior to design starting / During conceptual design phase / During design development / No preconstruction provided / Other, specify
- ❖ Contract type: Lump Sum / Design-Build / Construction Management Agent / Construction Management at Risk / Time and Material / Engineering Procurement Construction / Integrated Project Delivery / Other, specify
- ❖ Procurement method: Open Hard Bid / Select Bid / Value-based / Soley Negotiated / Other, specify
- ❖ Project size (square footage)
- ❖ Project site size (acres)
- ❖ Delay days overcome (#)
- ❖ Technology used on the project: Augmented Reality and Virtual Reality; Design, Manufacture, Construct (or Assemble); Drones; Equipment Telematics; Human Telematics; Jobsite Security; Point Cloud Modeling; Prefabrication/Modular; Project Management; Robotics; Safety Technology. [View definitions](#).
- ❖ Did any prime, multi-prime, or sub-trade contractor on this project have a safety-related fatality on this project? **If yes, the project is not eligible.**
- ❖ Did the applying member company have a safety-related fatality in the United States with the current program year— August 2, 2023 – August 1, 2024? **If yes, the company is not eligible.**
- ❖ Architect firm, contact name, title and email
- ❖ Engineer firm, contact name, title and email
- ❖ General contractor firm, contact name, title and email (if the applicant is a subcontractor)
- ❖ Client/owner firm, contact name, title and email
- ❖ Was this project completed by a joint venture? If yes, are all parties of the joint venture members of ABC? On a one-page document, outline the ownership percentage and responsibilities of each partner.

- ❖ Was this a design-build project, with design and construction services under one contract with a single point of responsibility?
 - ❖ Was this a Leadership in Energy and Environmental Design (LEED) project through the U.S. Green Building Council? If yes, indicate the status of the LEED certification and what level was achieved.
 - ❖ Write a brief project description between 30 and 40 words highlighting the most impressive/unique aspects of the job. If the project is an Eagle Award recipient, the project description (subject to editing by ABC) will appear in the onsite event program.
 - ❖ Write a brief project summary in approximately 200 words highlighting the most impressive/unique aspects of the job. The project summary is subject to editing by ABC.
- *This is only required by select chapters.

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
- For multisite projects (i.e. coordinated projects that take place in multiple site locations under one contracted scope), describe logistics, sequencing, and safety challenges overcome across multiple sites especially if the sites remained open for business during performance of the work.
- Describe any innovative programs or methods relating to productivity (see bonus award section on page 8 of this application guide)

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

A company that experiences a safety-related fatality of a direct employee in the United States within the current program year— August 2, 2023 – August 1, 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 (details on the next page).

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.

If there is a question regarding these eligibility requirements, the applicant should request clarification from the National EIC committee prior to submission by emailing eic@abc.org.

- ❖ Did the applying company have a safety-related fatality within the current program year— August 2, 2023 – August 1, 2024? **If yes, your company is not eligible.**
- ❖ Did your company have a safety-related fatality within two or three years of the current program year— August 2, 2023 – August 1, 2024? If yes, answer the questions below.
 - What was the violation type as determined by OSHA (i.e. Willful, Serious, Repeated, Other-than-serious, No violation was cited)?
 - Date and location of incident
 - Were there any fines, citations or penalties issued? If so, by whom (i.e. OSHA, Police, DOT, etc.)?
 - Provide a written report up to five pages that details the following:
 - A full account of the incident and the investigation
 - What corrective actions were taken immediately?
 - What corrective actions were taken culturally?
 - How was accountability addressed?
 - What procedural changes were made?
 - Was an overall evaluation of the company's safety policies, and if so, what changes were made?
 - If the fatality occurred three years out from this program year - August 2, 2023 – August 1, 2024, provide details as to how your company has implemented the changes discussed above and how it has affected the overall safety performance.
- ❖ Did this project have a safety-related fatality? **If yes, this project is not eligible.**
- ❖ Include copies of the project-specific OSHA Form 300 and OSHA Form 300A for your company. If project-specific forms are not available, you may include completed forms for all the year(s) the project was under construction, including a year-to-date form if the contract was completed in the current program year. If you are submitting annual forms, they must be specific to the office location that completed the work

and all recordables specific to the project being submitted must be highlighted. **All personal information must be redacted. If omitted, your company is not eligible.**

- ❖ Has your company signed the Construction Coalition for a Drug- and Alcohol-Free Workplace's pledge at drugfreeconstruction.org? **If no, your company is not eligible.**
- ❖ Does your company have a written substance abuse policy? If yes, provide a copy of the table of contents and explain how it was implemented on the project.
- ❖ Does your company have a written Safety and Health Policy Manual? If yes, include its table of contents or provide a one-page summary. **If no, your company is not eligible.**
- ❖ Was a site-specific Safety and Health Policy Manual developed for this project? If yes, include its table of contents or provide a one-page summary.
- ❖ Provide the project's organizational chart identifying the person responsible for safety.
- ❖ Does your company conduct a new employee safety orientation? If yes, include a copy of the agenda.
- ❖ Were toolbox safety meetings held with employees? If yes, were these meetings documented and what was the frequency of meetings? Include a one-page summary or an example up to two pages.
- ❖ Did your company regularly establish pre-task safety planning prior to beginning work on this project? If yes, provide at least one example.
- ❖ Did your company have a process in place to record near-miss cases on this project? If yes, provide supporting documentation of this process and how your company uses this information. Note this does not indicate near-misses occurred.
- ❖ Was specialized training conducted on this project? If yes, indicate types on a separate page.
- ❖ Provide additional information regarding any innovative safety and health programs used on this project or the company's overall safety program.
- ❖ Calculate your company's Total Recordable Incident Rate (TRIR) = Number of recordable accidents x 200,000 / total manhours for the project
 - Total work hours for all disciplines included in your contract on this project
 - Company NAICS and SIC codes
 - Number of OSHA-recordable accidents on this project
 - Number of OSHA job transfer or restriction cases on this project
 - Number of OSHA days away from work cases on this project

*General contractors and construction managers also must include all subcontractors' hours and recordables on this project.
- ❖ For general contractors or construction managers: Do you require accident reports from specialty contractors? If yes, provide information on the process.
- ❖ Provide the name, title, phone, email and signature for the person responsible for safety on this project and attesting to these accident rates.

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, upload a letter from the owner on their letterhead stating they are unable to provide a reference (this letter will qualify for only five points). PDF format is required.

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 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.

Supplemental Materials – 2 Points

Provide any miscellaneous supporting materials, such as diagrams and other graphics, media coverage, other 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.

Accredited Quality Contractor (AQC) – 2 Points

If your company has achieved ABC's Accredited Quality Contractor (AQC) credential in the current program year, upload a PDF copy of the company certificate. The certificate must indicate the chapter that you are submitting your project through because the AQC credential is chapter specific. If necessary, a copy of the certificate may be requested by emailing aqc@abc.org. Please note that requests will be processed in the order in which they are received; be sure to put your request in early.

The AQC credential is not required to submit for an Excellence in Construction award.

For more information about the AQC program, visit abc.org/aqc or email aqc@abc.org.

STEP Safety Management System – 2 Points

If your company is a STEP participant, upload a PDF copy of the company certificate(s) from this year, as well as any year(s) the project was performed.

If your company does not have an electronic copy of your STEP certificate(s), contact step@abc.org and copy eic@abc.org. Please note requests will be processed in the order in which they are received; be sure to submit your request early.

STEP participation is not required to submit a project for an Excellence in Construction Award.

For more information about STEP, visit abc.org/step or email step@abc.org.

Bonus Awards (optional)

ABC/DBIA Award (Optional)

Through an ABC partnership with Design-Build Institute of America (DBIA), special recognition will be given to select Eagle Award winners for design-build projects. To be considered for this award, provide a written narrative of no more than one page, ensuring legibility when selecting font design and size. The narrative should describe what design-build best practices were applied to the project and how the information was shared across the project team. A copy of the project's organizational chart, showing the design-build team's structure and contractual relationships, also must be included.

Greener Tomorrow Award (Optional)

Projects that win an Eagle and used sustainable best practices are eligible for a Greener Tomorrow Award. To be considered for this award, provide a one- or two-page written narrative, ensuring legibility when selecting font design and size. PDF format is required.

- Describe the sustainable building initiatives, if any, which required your company's participation.
- Describe your company's involvement in the design phase, if any.
- Describe any obstacles or challenges related to achievement of the project's green initiatives.
- Indicate if the company is an ABC Certified Green Contractor (bonus opportunity).
- ❖ Were Green Toolbox Talks used? If yes, provide a sample of a toolbox talk and sign-in sheet.
- ❖ If applicable, include the green rating system used and level of certification achieved.
- ❖ If it is a LEED project, include the LEED scorecard. If another rating system was used, list the criteria used to establish the rating achieved.

Note: LEED certification is not required.

ABC Innovation Award

Special recognition is given to select Eagle Award winners for projects that are successfully using technology and innovation to maximize safety, efficiency and profitability. To be considered for this award, the applicant must opt-in and provide a written narrative of no more than two pages describing:

- technologies used on the project and how those technologies provided value
- your company's involvement in using technologies and innovative ways to achieve the project initiatives
- how the project team overcame challenges and hurdles using technology and innovation

Productivity Award (Optional)

Special recognition is given to select Eagle Award winners that use innovative productivity methods. Information provided in the project narrative is used for selecting recipients of this

award. For those who elect to be considered (indicated later in the application), the judges are looking for information related to:

- condition of production planning facilities and meeting space
- project and crew level production planning and control regimen
- quality of the crew work assignment
- quality of the crew work zone
- quality of the crew assembly/conversion process

For articles related to productivity, visit abc.org/eic.

Social Media & Entry Samples

Social Media

ABC promotes EIC winners on social media (e.g. Facebook, LinkedIn, Instagram and Twitter). A photo from the entry is typically included, with the company name, project name and category. The projects are generally featured after the awards gala and throughout the program year. If your project is awarded, would you like for your company and project to be featured on ABC's social media accounts?

Entry Sample Release

Members often request samples of EIC applications. In order to assist those applying for the first time in future years, we would like to have winning samples available. If your project is awarded, can ABC share your project narrative and/or contracted scope with future year applicants and on the EIC webpage?

If you indicated the use of innovative safety programs and your project was awarded, may these programs be included in a list of best practices posted on the EIC webpage?

Project Entry Qualifications, Rights and Agreement

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

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 with a different category. ABC also reserves the right to redistribute the contract volume levels within a category.

Grant of Rights

The applicant hereby grants to ABC the following non-exclusive rights: the right to reproduce and distribute copies of the work throughout the year as part of the competition 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 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 award. No company that experiences a safety-related fatality of a direct employee in the United States within the current program year is eligible for an award. 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.

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 National Excellence in Construction Award winners will be notified within weeks of the December judging process. News releases will be held until after the awards ceremony takes place in March 2024 Kissimmee, Florida. Until that time, the winners' information is embargoed. ABC will provide winners with a news release and photograph(s) within several weeks of the ceremony.

Applicant Agreement

I understand the entry fee is non-refundable.

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